



– A G E N D A –

Upon request to the administrative 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.

This meeting is a meeting of the School Board in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

- I. Call to Order**
- II. Roll Call**
- III. Pledge of Allegiance**
- IV. Approval of Agenda**
- V. Hearing of Delegations**
- VI. Consent Agenda**
 - A. Approval of Minutes
 - 1. Regular Meeting of November 15, 2017 5
 - B. Recommended Employment/Resignations/Contract Adjustments 7
 - C. Treasurer's Report - General/Other Fund Bills 9
 - D. Balance Sheet 28
 - E. Budget Transfers
 - F. Course Options
 - G. Grant Application(s)/Budget(s) Approval
 - H. Fund Raising Requests
 - I. Gift/Bequests
 - 1. Beyond Pencils Grant to D.C. Everest Band 36
 - 2. Wausau Community Foundation Grant to Riverside Elementary 37
 - J. Bus Accident Report
- VII. Reports/Considerations**
 - A. WASB Legislative Network Member
 - B. CESA Representative
 - C. Student Representative
- VIII. Superintendent**
 - A. District Update
 - 1. Everest Excellence Awards

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.

2. STEM Formation Update

3. Wausau Metro Strong

IX. Unfinished Business

A. Board Goals

X. New Business

A. Action Items

1. Approval of Performance Contract Amendment

a. Cover Memo 38

b. Performance Contract Amendment 39

2. Approval of Performance Contract

a. Cover Memo 63

b. Resolution Selecting Qualified Provider of Energy Conservation and Facility Improvement Measures and Providing for the Authorization to Enter into a Performance Contract with Nexus Solutions, LLC 64

3. Resolution Awarding the Sale of \$25,000,000 General Obligation School Improvement Bonds, Series 2017

a. Cover Memo 109

b. Resolution Awarding the Sale of \$25,000,000 General Obligation School Improvement Bonds, Series 2017
(This resolution will be available at the meeting.) 110

4. Energy Efficiency Exemption

a. Cover Memo 144

b. Energy Efficiency Exemption 145

5. Student Fees for 2018-2019 149

6. Post-Employment Recommendation 150

7. Apple Lease Renewal 152

8. Course Proposals for 2018-2019

a. Background - CTE Cover Page 178

b. Advanced IT 179

c. App Design 180

d. Creative Marketing 182

e. Introduction to Agriculture - Junior High 184

f. Introduction to Agriculture 188

g. Stem Robotics 190

h. Success in Action/FCCLA 191

i. Green Energies 1 192

j. Personalized Physics 201

k. Sports History 202

l. College and Career Research 213

m. GRIT Resource 8 & 9 214

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.

9. Job Descriptions	
a. Assistant Junior High School Principal	216
b. Assistant Middle School Principal	219
c. Assistant Senior High School Principal	222
d. Assistant Superintendent, Business & Personnel Services	225
e. Assistant Superintendent Curriculum & Learning	228
f. Athletic Director 7-12	231
g. Curriculum Coordinator	234
h. Director of Elementary Education	236
i. Director of Human Resources	239
j. Director of Technology	241
k. Elementary School Principal	243
l. Finance Manager	246
m. Information Systems Supervisor	248
n. Innovations and Director of Secondary Education	250
o. Instructional Coach	252
p. Junior High School Principal	254
q. K-8 Summer School Director	258
r. Literacy Coach	260
s. Middle School Principal	261
t. Reading Specialist	265
u. School Nutrition Program Supervisor	266
v. Senior High School Principal	268
w. Teacher of Environmental Education	272
x. Teacher	274
y. Title 1 Math Support	276

10. Student Trips	
a. Senior High Varsity Baseball Trip Spring 2018	277
b. Senior High Songspinner Trip Spring 2018	278

B. Informational Items

1. Ballot order drawing will be held January 5 at 10:00 a.m.
D.C. Everest Administration Building Board Room
2. Possible Board Meeting Following Retreat January 10

XI. Petitions and Communications

A. Thank You from Mountain Bay Staff	279
B. Thank you from the Family of Donald Erdman (Father-in-Law of Tim Rochester)	281

XII. Future Meeting Dates

A. Next Regular Board Meetings

1. Wednesday, January 24, 2018, 6:30 p.m.

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.

D.C. Everest Administration Building Board Room

2. Wednesday, February 28, 2018, 6:30 p.m.

D.C. Everest Administration Building Board Room

B. School Board Retreat

Wednesday, January 10, 2018 at 5:30 p.m.

D.C. Everest Administration Building Board Room

C. Wisconsin Education Convention

January 17-19, 2018

Convention Center in Milwaukee, WI

**XIII. Adjournment to Closed Session Following the Open Meeting Pursuant to W.S.S.
19.85(1)(c)(e)(f) Deliberating on the Purchase of Property, Discussion of Administrator
Contract, Report on Mediation Hearing, and a Student Discipline Issue**

XIV. Reconvene to Open Session

XV. Adjourn



– MINUTES –

I. Call to Order at 5:00 p.m.

II. Roll Call

Members present were Stroik, Ackermann, Kasten, and Jablonski. Schaefer, Dickerson, and Xiong were absent. Also present were Superintendent Gilmore and Assistant Superintendent's Lechner and Stoskopf.

III. Pledge of Allegiance

IV. Approval of Agenda

Motion by Stroik, second by Jablonski to approve the agenda for the meeting. With a voice vote, all yes, motion carried.

V. Hearing of Delegations

No one addressed the Board.

VI. Consent Agenda

Motion by Kasten, second by Ackermann to approve the consent agenda. With a roll call vote, Stroik-yes, Ackermann-yes, Kasten-yes, Jablonski-yes. All yes, motion carried.

A. Approval of Minutes

1. Regular School Board Meeting of October 25, 2017

B. Recommended Employment/Resignations/Contract Adjustments

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

D. Balance Sheet

E. Budget Transfers

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

G. Fund Raising Requests

H. Course Options

I. Gift/Bequests

1. Donation from J&D Tube Benders Inc.

J. Second Reading of Policies

1. po5136 Personal Communication Devices
2. po9700 Relations with Special Interest Groups

VII. Reports/Considerations

A. WASB Legislative Network Member - Xiong was absent.

B. CESA Representative - Ackermann reported CESA is looking for readers for the Kohl Award. Districts are asked to promote the teacher licensure program.

C. Student Representative – No member present.

VIII. Superintendent

A. Update on Student Activities

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

- B. Suburban School Superintendents Conference
- C. Update Regarding Community Meeting on November 2

IX. Unfinished Business

- A. Board Goals
 - 1. Studer Goals

X. New Business

A. Action Items

- 1. 2016-2017 Final Audit Report
Motion by Stroik, second by Kasten to approve the 2016-2017 final audit report as submitted. With a voice vote, all yes, motion carried.
- 2. Business Office Budget Calendar 2018-2019
Motion by Kasten, second by Ackermann to approve the business office budget calendar for 2018-2019 as submitted. With a voice vote, all yes, motion carried.
- 3. Student Out of State Travel
Motion by Stroik, second by Kasten to approve the Junior High Spanish trip to Spain in June of 2019 and the Senior High trip to Europe in the summer of 2019. With a voice vote, all yes, motion carried.
 - a. Junior High Spanish Trip to Spain June 2019
 - b. Senior High Trip to Europe Summer of 2019

B. Informational Items

- 1. 2018 School Board Election Schedule

XI. Petitions and Communications

- A. Memorial Thank You from Family of Douglas Hall (Father-in-Law of Kim Hall)
- B. Memorial Thank You from Family of Elizabeth Batten (Mother of Kathy Heller)

XII. Future Meeting Dates

A. Next Regular Board Meeting

- 1. Wednesday, December 13, 2016, 6:30 p.m.
DCE Administration Building
- 2. Wednesday, January 24, 2018, 6:30 p.m.
DCE Administration Building Board Room

B. Other Upcoming Meetings

- 1. School Board Retreat
D.C. Everest Administration Building
December 6, 5:30-7:30 p.m.
- 2. School Board Retreat
D.C. Everest Administration Building
January 10, 5:30-7:30 p.m.

XIII. Meeting Adjourned at 5:23 p.m.

Recommended Employment/Resignations/Contract Adjustments

Recommended Employment

Support Staff

Name	Position/Building	FTE	Start
Amy Dettman	Food Server – SH	.39	11/13/2017
Nathan Moss	Housekeeper - RO	1.0	12/4/2017
Therese Schmidt	Food Server - WE	.44	12/11/2017
Kristina Klein	Cook II - MS	.47	12/18/2017

Resignation(s)/Retirement(s)

Name	Position/Building	Reason	Effective Date
Nichole Lorbiecki	Housekeeper – RO	Resignation	11/13/2017
Kelly Bowen	Food Server - WE	Resignation	12/8/2017
Hannah Weaver	IMC/Classroom Asst. - JH	Resignation	12/8/2017
Thomas Johansen	Principal - SH	Retirement	6/29/2018
Dawn Rowland	Food Server - Districtwide	Resignation	12/15/2017

Contract Adjustments

Support Staff

Name	Position From	Position To	Effective Date
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DCE Senior High School				
Name	Position	Begin	End	%
Buchholz, Renee	Dance Team Co-Head Coach (Winter)	12/1/17	4/1/18	7
Felch, Jon	Boys Basketball - JV Head Coach	11/13/17	3/17/18	10
Gunderson, Michelle	Dance Team Assistant (Winter)	12/1/17	4/1/18	6
Lehrke, Fritz	Wrestling - Varsity Assistant Coach	11/17/17	3/3/18	11
Pagel, Gerald	Boys Basketball - Varsity Assistant Coach	11/13/17	3/17/18	7
Pritzl, Matthew	Wrestling - JV Coach	11/17/17	3/3/18	11
Vesper, Wendy	Dance Team Co-Head Coach (Winter)	12/1/17	4/1/18	2

D.C. EVEREST AREA SCHOOL DISTRICT
6300 ALDERSON STREET, WESTON, WI 54476

TREASURER'S REPORT

DECEMBER 6, 2017

CASH BALANCE AS OF NOVEMBER 8, 2017	(\$127,090.70)	
INVESTMENT ACCOUNT TRANSFERS		\$3,485,026.89
RECEIPTS CR#24600 - CR#24744	\$5,262,337.94	
CHECKS FOR APPROVAL #220687 - #220867 ACH: #171800942 - # 171801214		\$1,687,706.04
<u>VOIDS:</u>		
CK#220651, #220657	\$2,310.33	
CASH BALANCE AS OF DECEMBER 6, 2017		(\$35,175.36)
	<hr/>	
	\$5,137,557.57	\$5,137,557.57
	<hr/>	

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220687	LAMERS BUS LINES, INC.	521149	11/9/2017	493.00
220688	ADVANCED BIONICS, LLC	4190072168	11/9/2017	285.00
220689	ALLIANT UTILITIES/WP&L	43009	11/9/2017	809.79
220690	ALVIS, ROBBY	PR, RA, 10/19	11/9/2017	30.00
220691	APPLE, INC./P. O, REPAIR: MAIL-IN	4463730753	11/9/2017	774.95
220692	ASSETGENIE, INC.	1214035	11/9/2017	158.00
220692	ASSETGENIE, INC.	1214848	11/9/2017	684.00
220693	BEHRENS, MIKE	PR, MB, 10/28	11/9/2017	120.00
220694	BENNETT HARDWOODS INC	11700	11/9/2017	351.00
220695	BERNDT, DARYL	PR, DB, 10/16	11/9/2017	30.00
220696	BLOCK, MARLIN	PR, MB, 10/16	11/9/2017	30.00
220697	BOELTER COMPANIES, THE	96268166	11/9/2017	529.68
220698	BRAINPOP	US165986	11/9/2017	10,777.50
220699	BUILERS SCHWINN CYCLERY	193451	11/9/2017	507.95
220700	CARTER, TONIA	CARTER11317	11/9/2017	126.50
220701	COLLINS, HEATHER	43009	11/9/2017	40.23
220702	FEDEX, INC.	5-979-70595	11/9/2017	13.00
220703	FU-JOKELA, FENG-CHI	43034	11/9/2017	35.00
220704	GLACIER CANYON LODGE	43042	11/9/2017	199.98
220705	GORDON FOOD SERVICE INC	10525609	11/9/2017	(51.45)
220705	GORDON FOOD SERVICE INC	10505113	11/9/2017	(20.32)
220705	GORDON FOOD SERVICE INC	10506882	11/9/2017	(11.84)
220705	GORDON FOOD SERVICE INC	181617043	11/9/2017	61.49
220705	GORDON FOOD SERVICE INC	181617033	11/9/2017	381.76
220705	GORDON FOOD SERVICE INC	181617042	11/9/2017	30.70
220705	GORDON FOOD SERVICE INC	181617038	11/9/2017	1,984.16
220705	GORDON FOOD SERVICE INC	181617031	11/9/2017	459.43
220705	GORDON FOOD SERVICE INC	181617039	11/9/2017	36.43
220705	GORDON FOOD SERVICE INC	181617034	11/9/2017	754.95
220705	GORDON FOOD SERVICE INC	181617036	11/9/2017	6,149.61
220705	GORDON FOOD SERVICE INC	181617040	11/9/2017	291.41
220705	GORDON FOOD SERVICE INC	181617029	11/9/2017	205.26
220705	GORDON FOOD SERVICE INC	181617032	11/9/2017	290.04
220705	GORDON FOOD SERVICE INC	181560956	11/9/2017	356.37
220705	GORDON FOOD SERVICE INC	181560949	11/9/2017	242.26
220705	GORDON FOOD SERVICE INC	181560960	11/9/2017	411.87
220705	GORDON FOOD SERVICE INC	181560953	11/9/2017	2,168.90
220705	GORDON FOOD SERVICE INC	181560964	11/9/2017	246.15
220705	GORDON FOOD SERVICE INC	181560962	11/9/2017	174.40
220705	GORDON FOOD SERVICE INC	181398812	11/9/2017	573.85
220705	GORDON FOOD SERVICE INC	181398813	11/9/2017	320.34
220705	GORDON FOOD SERVICE INC	181398820	11/9/2017	5.87
220705	GORDON FOOD SERVICE INC	181398817	11/9/2017	1,236.86
220705	GORDON FOOD SERVICE INC	181398816	11/9/2017	284.44
220705	GORDON FOOD SERVICE INC		11/9/2017	-

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220706	HABECK, MIKE	PR, MH, 10/28	11/9/2017	120.00
220707	HEARTLAND BUSINESS SYSTEMS INC	HBS00554165	11/9/2017	110,851.12
220708	HI LO SERVICE COMPANY INC	538	11/9/2017	550.00
220709	HOLT, JEFFREY	PR, JH, 10/26	11/9/2017	60.00
220710	HURRELL, ELIZABETH	43009	11/9/2017	322.07
220711	JELINSKI, BARBARA	PR, BJ, 10/26	11/9/2017	60.00
220712	JOSTENS, INC.	20588483	11/9/2017	3,071.31
220713	JULIOT, DAVID	PR, DJ, 10/19	11/9/2017	30.00
220714	KENITZER, DICK	PR, RK, 10/16, 10/28	11/9/2017	150.00
220715	KESSEN, STEFANIE	2325	11/9/2017	1,537.50
220716	KYLES CONSULTING LLC	43009	11/9/2017	1,550.00
220717	LAKESHORE LEARNING MAT	3079781017	11/9/2017	130.97
220718	LEPAK, MOLLY	43009	11/9/2017	347.05
220719	MARA CTY TREASURER'S OFFICE	17102418	11/9/2017	8.00
220720	MILLER, STEPHANIE	SMILLER11317	11/9/2017	223.00
220721	NASCO INC - EDUCATION	688991	11/9/2017	9.84
220722	RE-VI DESIGN LLC	13895	11/9/2017	10,222.00
220723	ROMA, BRENDA	ROMA11117	11/9/2017	29.00
220724	SCHMITZ, KURT	PR, KS, 10/28	11/9/2017	90.00
220725	SCHULZ, BRETT	PR, BS, 10/28	11/9/2017	500.00
220726	SIGN HERE INTERPRETING LLC	DCE171020	11/9/2017	300.00
220727	SPANGLE, GREG	43009	11/9/2017	50.00
220728	STERLING WATER INC	342X06215100	11/9/2017	827.70
220729	THE NEW YORK TIMES	9	11/9/2017	19.80
220730	THE TREE FELLA, CO.	1591	11/9/2017	360.00
220731	UEKERT, PENNY	PR, PU, 10/28	11/9/2017	90.00
220732	VANOSS, ERIN	43009	11/9/2017	28.14
220733	WASTE MANAGEMENT	43040	11/9/2017	1,760.00
220734	WEIK, RICHARD	PR, DW, 10/28	11/9/2017	120.00
220735	WEIR, DAVID	PR, DW, 10/28	11/9/2017	120.00
220736	WI DEPT OF JUSTICE	WIDEPTJUST11317	11/9/2017	150.00
220737	WSSWA C/O ALEX GARCIA	695	11/9/2017	175.00
220739	MARK HARRING STANDING CHAPTER	11/9/2017A	11/9/2017	1,526.24
220740	MESSERLI & KRAMER PA	11/9/2017A	11/9/2017	336.64
220741	RIVERVIEW LAW OFFICE, PLLC	11/9/2017A	11/9/2017	144.00
220742	UNEMPLOYMENT INSURANCE	11/9/2017A	11/9/2017	50.00
220743	UNITED WAY OF MARATHON CNTY	20171109ADUWAY	11/9/2017	787.00
220744	APEX PLUMBING & PIPING, LLC	1053	11/9/2017	2,225.00
220745	SECURIAN FINANCIAL GROUP, INC.	43070	11/9/2017	17,851.23
220746	BOB'S CATERING	9252017	11/17/2017	307.00
220747	MADISON NATL LIFE INS CO	43070	11/17/2017	11,214.16
220748	SECURIAN FINANCIAL GROUP, INC.	43070	11/17/2017	733.09
220749	SECURITY HEALTH PLAN	43070	11/17/2017	858,611.56
220750	SECURITY HEALTH PLAN	DEC 2017-HLTH-JE	11/17/2017	833.33
220751	ABT WATER TREATMENT INC	20393	11/17/2017	565.50

**DC EVEREST AREA SCHOOL DISTRICT
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CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220752	ALDRIDGE SERVICE SYSTEM	58706	11/17/2017	50.00
220753	APRIL THOMPSON LICENSED SIGN LA	103017	11/17/2017	101.25
220754	AWSA ASSOC WI SCHL ADM	6550	11/17/2017	250.00
220755	BENCORP	15399	11/17/2017	347.50
220755	BENCORP	15400	11/17/2017	347.50
220756	BIOQUIP PRODUCTS	124728	11/17/2017	738.54
220757	BOELTER COMPANIES, THE	96282633	11/17/2017	1.70
220757	BOELTER COMPANIES, THE	96282632	11/17/2017	1,015.31
220757	BOELTER COMPANIES, THE	96293957	11/17/2017	28.50
220757	BOELTER COMPANIES, THE	96293956	11/17/2017	815.33
220758	BRENTHAVEN	IN1047795	11/17/2017	3,844.50
220759	BUELOW VETTER BUIKEMA OLSON &	43052	11/17/2017	1,093.00
220760	CENTURY LINK	1424168838	11/17/2017	219.53
220761	DC EVEREST SENIOR HIGH SCHOOL	17-1011	11/17/2017	310.00
220762	DEAN FOODS OF WISCONSIN, INC.	10312017	11/17/2017	21,562.16
220763	DIGGERS HOTLINE INC	1727751 PP4	11/17/2017	43.10
220764	ERICKSON, RAQUEL	43040	11/17/2017	20.00
220765	EVAC+CHAIR NORTH AMERICA LLC	456172	11/17/2017	1,855.00
220766	FEDEX, INC.	5-987-67301	11/17/2017	23.44
220767	GALLO, PATRICE	52736	11/17/2017	13.85
220768	GORDON FOOD SERVICE INC	181617044	11/17/2017	77.13
220768	GORDON FOOD SERVICE INC	181789677	11/17/2017	247.03
220768	GORDON FOOD SERVICE INC	181724083	11/17/2017	311.19
220768	GORDON FOOD SERVICE INC	181724081	11/17/2017	22.28
220768	GORDON FOOD SERVICE INC	181724072	11/17/2017	58.42
220768	GORDON FOOD SERVICE INC	181724077	11/17/2017	46.85
220768	GORDON FOOD SERVICE INC	181724071	11/17/2017	315.78
220768	GORDON FOOD SERVICE INC	181724070	11/17/2017	495.40
220768	GORDON FOOD SERVICE INC	181724063	11/17/2017	1,446.32
220768	GORDON FOOD SERVICE INC	181789683	11/17/2017	916.74
220768	GORDON FOOD SERVICE INC	181789679	11/17/2017	72.64
220768	GORDON FOOD SERVICE INC	10528825	11/17/2017	(59.00)
220768	GORDON FOOD SERVICE INC	181789685	11/17/2017	543.20
220768	GORDON FOOD SERVICE INC	181789687	11/17/2017	2,135.74
220768	GORDON FOOD SERVICE INC	181789681	11/17/2017	22.57
220768	GORDON FOOD SERVICE INC	181789680	11/17/2017	988.43
220768	GORDON FOOD SERVICE INC	181789684	11/17/2017	1,318.08
220768	GORDON FOOD SERVICE INC	181789678	11/17/2017	5,769.59
220768	GORDON FOOD SERVICE INC	181789688	11/17/2017	112.75
220768	GORDON FOOD SERVICE INC	181789676	11/17/2017	39.52
220769	HOLIDAY WHOLESale	8410946	11/17/2017	776.06
220769	HOLIDAY WHOLESale	8418209	11/17/2017	106.30
220769	HOLIDAY WHOLESale	8422845	11/17/2017	478.38
220770	INDIANHEAD FOODSERVICE DISTRIBL	634102	11/17/2017	426.00
220771	KLOPOTIC, JAMY	KLOPOTEK11817	11/17/2017	89.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220771	KLOPOTIC, JAMY	KLOPOTIC111317	11/17/2017	82.50
220772	LAMERS BUS LINES, INC.	519705	11/17/2017	78.79
220772	LAMERS BUS LINES, INC.	519067	11/17/2017	99.26
220772	LAMERS BUS LINES, INC.	519046	11/17/2017	161.62
220772	LAMERS BUS LINES, INC.	519037	11/17/2017	328.58
220772	LAMERS BUS LINES, INC.	519038	11/17/2017	101.16
220772	LAMERS BUS LINES, INC.	521869	11/17/2017	158.96
220772	LAMERS BUS LINES, INC.	521686	11/17/2017	65.62
220773	LONDERVILLE ENTERPRISES	481631	11/17/2017	347.05
220774	MACHINE TOOL & EQUIP INC	23056	11/17/2017	72.50
220775	MARA CTY SHERIFFS DEPT	10008831	11/17/2017	50.00
220776	MASSEY, LIŠA	43009	11/17/2017	194.40
220777	METRO FIRE PROTECTION INC	38107	11/17/2017	595.50
220778	MISHLER, KRISTY	43009	11/17/2017	102.06
220779	NAPA AUTO PARTS, INC.	DCE103OCT17	11/17/2017	472.64
220780	NEOFUNDS BY NEOPOST INC.	OCT. 16 & 19, 2017	11/17/2017	1,000.00
220781	NORTHX PRODUCTIONS, LLC	INV_006	11/17/2017	250.00
220782	NUTRISLICE, INC.	3202	11/17/2017	1,476.00
220783	PEREZ, JESSICA	42979	11/17/2017	11.24
220784	PHONAK LLC	5156586722	11/17/2017	829.00
220785	RAMSEY, MELISSA	43009	11/17/2017	61.56
220786	SCHAIRER'S AUTUMN ACRES, LLC	SCHAIRERS102717	11/17/2017	148.00
220787	SHOULTZ, MICHAEL	43009	11/17/2017	1,560.00
220788	STACK, AMY	43009	11/17/2017	17.12
220788	STACK, AMY	42979	11/17/2017	24.40
220788	STACK, AMY	42948	11/17/2017	19.90
220789	STAPLES ADVANTAGE	3357832566	11/17/2017	58.39
220789	STAPLES ADVANTAGE	3357832558	11/17/2017	143.05
220789	STAPLES ADVANTAGE	3357832553	11/17/2017	90.39
220789	STAPLES ADVANTAGE	3357832552	11/17/2017	431.32
220789	STAPLES ADVANTAGE	3357832551	11/17/2017	37.58
220789	STAPLES ADVANTAGE	3357832549	11/17/2017	39.66
220789	STAPLES ADVANTAGE	3357832547	11/17/2017	103.85
220789	STAPLES ADVANTAGE	3357832546	11/17/2017	334.97
220789	STAPLES ADVANTAGE	3357832543	11/17/2017	39.52
220789	STAPLES ADVANTAGE	3357832538	11/17/2017	165.57
220789	STAPLES ADVANTAGE	3357832536	11/17/2017	94.90
220789	STAPLES ADVANTAGE	3357832535	11/17/2017	186.48
220789	STAPLES ADVANTAGE	3357832534	11/17/2017	37.94
220789	STAPLES ADVANTAGE	3357832533	11/17/2017	80.70
220789	STAPLES ADVANTAGE	335832532	11/17/2017	7.49
220789	STAPLES ADVANTAGE	3357832531	11/17/2017	271.66
220789	STAPLES ADVANTAGE	3357832526	11/17/2017	28.63
220789	STAPLES ADVANTAGE	3357832525	11/17/2017	248.57
220789	STAPLES ADVANTAGE	3357832524	11/17/2017	52.83

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220789	STAPLES ADVANTAGE	3357832523	11/17/2017	46.86
220789	STAPLES ADVANTAGE		11/17/2017	-
220789	STAPLES ADVANTAGE		11/17/2017	-
220790	THE NEW YORK TIMES	11.19.2017	11/17/2017	19.80
220791	TOTAL COMMERCIAL FITNESS, LLC	1149	11/17/2017	320.34
220792	TRAIN 4 YOUR BEST	17031	11/17/2017	609.00
220792	TRAIN 4 YOUR BEST	19024	11/17/2017	975.00
220792	TRAIN 4 YOUR BEST	18031	11/17/2017	2,200.00
220793	VILLAGE OF ROTHSCHILD	CHARGE BACK ROTH	11/17/2017	906.81
220794	WISCONSIN MEDIA, INC.	1052925	11/17/2017	166.16
220795	GUARDIAN PEST SOLUTIONS	43009	11/17/2017	410.65
220796	AMERICA'S WILDLIFE ASSOC. FOR RE: 82-0377903		11/17/2017	85.33
220797	MARK HARRING STANDING CHAPTER	11/24/2017A	11/24/2017	1,526.24
220798	MESSERLI & KRAMER PA	11/24/2017A	11/24/2017	336.64
220799	RIVERVIEW LAW OFFICE, PLLC	11/24/2017A	11/24/2017	155.12
220800	DC EVEREST SR HIGH	BSKPROGRAM111717	11/24/2017	150.00
220801	GREENHECK FIELD HOUSE	13961	11/24/2017	200.00
220802	ACT	31990547	11/24/2017	250.00
220803	ANSTUTZ, GINA	43040	11/24/2017	75.00
220804	AP PROGRAM	502060B	11/24/2017	300.00
220805	ARENA SERVICES & PRODUCTS, LLC	2918	11/24/2017	645.00
220806	ASSET BLDRS OF AMERICA INC	DCE2017HANKE	11/24/2017	150.00
220807	BEHRENS, MIKE	11102017	11/24/2017	35.00
220808	BREUNIG, MARIA	43040	11/24/2017	75.00
220809	CDW GOVT IN EDUCATION	KVJ5151	11/24/2017	1,050.00
220810	CHAVEZ, JAMIE	43040	11/24/2017	55.00
220811	CHRISTIANSO, VICKIE	CHRISTIANSO111517	11/24/2017	1,771.25
220812	CITY PAGES, INC.	27593	11/24/2017	246.20
220813	DOMBECK, JODY	43040	11/24/2017	75.00
220814	DREAM FLIGHT USA, INC.	1358	11/24/2017	5,479.25
220815	ENTERPRISE RENT-A-CAR COMPANY	15372230	11/24/2017	229.54
220816	FAHRNER ASPHT SEALERS LLC	7109310-000001	11/24/2017	600.00
220817	FEDEX, INC.	5-994-33585	11/24/2017	37.94
220818	GLACIER CANYON LODGE	678002	11/24/2017	99.99
220819	GOAL LINE, INC.	10384	11/24/2017	1,333.25
220820	HABECK, MIKE	11102017	11/24/2017	35.00
220821	HEARTLAND BUSINESS SYSTEMS INC	HSB00554459	11/24/2017	76,230.00
220822	HEID MUSIC COMPANY, INC.	2041767	11/24/2017	196.04
220823	HIORNS PIANO SERVICE	10.27.17	11/24/2017	90.00
220824	HUMPAL, COLLIN	HUMPAL-G.URBAN SCHLR	11/24/2017	500.00
220825	IDENTIFIX, INC.	400431-17	11/24/2017	801.00
220826	INSTITUTE OF MANAGEMENT ACCOL	1010836126	11/24/2017	260.00
220827	LAMERS BUS LINES, INC.	521256	11/24/2017	480.00
220827	LAMERS BUS LINES, INC.	521637	11/24/2017	553.00
220828	LARSON, DAN	11152017	11/24/2017	200.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220829	LIGHTHOUSE SERVICES, INC.	15541	11/24/2017	1,025.00
220830	MUSEUM OF SCIENCE	1-7010291-01	11/24/2017	1,854.09
220831	OERTEL, CHERYL	43040	11/24/2017	20.00
220831	OERTEL, CHERYL	NOV2017A	11/24/2017	55.00
220832	ORIENTAL TRADING CO INC	685684245-01	11/24/2017	180.37
220833	PHONAK LLC	5156631191	11/24/2017	769.99
220834	RADEMAN-PUGH, JILL	SEP-NOV2017	11/24/2017	45.53
220835	SANIMAX USA INC	313322	11/24/2017	160.00
220836	SCHMIDT, DIANA	43040	11/24/2017	75.00
220837	SCHMITZ, KURT	11102017	11/24/2017	35.00
220838	SCHWAN, MARTY	11102017	11/24/2017	35.00
220839	SHRED-IT USA	8123465197	11/24/2017	124.09
220839	SHRED-IT USA	8123491631	11/24/2017	144.26
220840	STAPLES ADVANTAGE	3357832530	11/24/2017	22.48
220840	STAPLES ADVANTAGE	3357832544	11/24/2017	21.58
220840	STAPLES ADVANTAGE	3357832545	11/24/2017	75.26
220841	THE CHILDREN'S HEALTH MARKET	37255	11/24/2017	300.30
220842	US MATH RECOVERY COUNCIL	17-1587	11/24/2017	135.08
220842	US MATH RECOVERY COUNCIL	17-1622	11/24/2017	1,369.50
220843	WAUSAU EAST HIGH SCHOOL	102617	11/24/2017	60.08
220844	WEIK, RICHARD	11102017	11/24/2017	35.00
220845	WEST MUSIC CO	SI1527199	11/24/2017	159.90
220846	WHITE, NATHAN	WHITE-KINNEY SCHOLR	11/24/2017	500.00
220846	WHITE, NATHAN	WHITE-JAEGER SCHOLRS	11/24/2017	500.00
220847	ZERKLE, JONNETTA	43040	11/24/2017	75.00
220848	REGISTRATION FEE TRUST	DOC #15654046	12/1/2017	5.00
220849	AMERICAN FENCE	18573-0	12/1/2017	485.00
220850	BETHLEHEM COMM-RO.,INC.	BETH-4K-NOV17	12/1/2017	7,791.60
220851	BOELTER COMPANIES, THE	96312377	12/1/2017	1,173.25
220852	BUREAU OF EDUC AND RESEARCH	4770950	12/1/2017	2,394.00
220853	CDW GOVT IN EDUCATION	KWN8120	12/1/2017	7,350.00
220853	CDW GOVT IN EDUCATION	KWP6494	12/1/2017	21,560.00
220854	CELLCOM - WAUSAU	331180	12/1/2017	567.83
220855	FEDEX, INC.	6-002-45400	12/1/2017	26.00
220856	GORDON FOOD SERVICE INC	10574163	12/1/2017	(38.81)
220856	GORDON FOOD SERVICE INC	10574165	12/1/2017	(73.52)
220856	GORDON FOOD SERVICE INC	10574166	12/1/2017	(699.00)
220856	GORDON FOOD SERVICE INC	10574167	12/1/2017	(2,752.55)
220856	GORDON FOOD SERVICE INC	182047165	12/1/2017	252.41
220856	GORDON FOOD SERVICE INC	182047169	12/1/2017	159.41
220856	GORDON FOOD SERVICE INC	182047166	12/1/2017	1,583.42
220856	GORDON FOOD SERVICE INC	182047167	12/1/2017	46.55
220856	GORDON FOOD SERVICE INC	182047168	12/1/2017	38.16
220856	GORDON FOOD SERVICE INC	182047163	12/1/2017	16.27
220856	GORDON FOOD SERVICE INC	181942902	12/1/2017	325.81

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
220856	GORDON FOOD SERVICE INC	181942893	12/1/2017	3,042.03
220856	GORDON FOOD SERVICE INC	181942890	12/1/2017	646.03
220856	GORDON FOOD SERVICE INC	181942896	12/1/2017	54.93
220856	GORDON FOOD SERVICE INC	181942899	12/1/2017	3,151.84
220856	GORDON FOOD SERVICE INC	181884227	12/1/2017	251.78
220856	GORDON FOOD SERVICE INC	181884232	12/1/2017	34.61
220856	GORDON FOOD SERVICE INC	181884222	12/1/2017	183.52
220856	GORDON FOOD SERVICE INC	181884226	12/1/2017	10.85
220856	GORDON FOOD SERVICE INC	181884231	12/1/2017	46.96
220856	GORDON FOOD SERVICE INC	181884219	12/1/2017	208.19
220856	GORDON FOOD SERVICE INC	181884217	12/1/2017	1,716.81
220856	GORDON FOOD SERVICE INC	181942889	12/1/2017	1,159.30
220856	GORDON FOOD SERVICE INC	181942901	12/1/2017	242.11
220856	GORDON FOOD SERVICE INC	181942897	12/1/2017	6,764.37
220856	GORDON FOOD SERVICE INC	181942895	12/1/2017	185.02
220856	GORDON FOOD SERVICE INC	181942894	12/1/2017	91.96
220856	GORDON FOOD SERVICE INC	181942904	12/1/2017	539.50
220856	GORDON FOOD SERVICE INC	181942891	12/1/2017	81.18
220856	GORDON FOOD SERVICE INC	182103146	12/1/2017	708.70
220856	GORDON FOOD SERVICE INC	182103137	12/1/2017	203.64
220856	GORDON FOOD SERVICE INC	182103133	12/1/2017	17.70
220856	GORDON FOOD SERVICE INC		12/1/2017	-
220857	GUMDROP BOOKS	PINV109649	12/1/2017	1,430.28
220857	GUMDROP BOOKS	PINV109650	12/1/2017	2,318.72
220858	KNUDSON SHEET METAL INC	8561	12/1/2017	3,623.90
220859	LAMERS BUS LINES, INC.	522055	12/1/2017	166.21
220859	LAMERS BUS LINES, INC.	522056	12/1/2017	314.78
220859	LAMERS BUS LINES, INC.	522057	12/1/2017	247.69
220859	LAMERS BUS LINES, INC.	522058	12/1/2017	76.68
220859	LAMERS BUS LINES, INC.	522059	12/1/2017	318.44
220859	LAMERS BUS LINES, INC.	522060	12/1/2017	143.38
220859	LAMERS BUS LINES, INC.	522061	12/1/2017	176.03
220859	LAMERS BUS LINES, INC.	522062	12/1/2017	249.80
220859	LAMERS BUS LINES, INC.	522063	12/1/2017	76.68
220859	LAMERS BUS LINES, INC.	522064	12/1/2017	320.03
220859	LAMERS BUS LINES, INC.	522065	12/1/2017	76.68
220859	LAMERS BUS LINES, INC.	522066	12/1/2017	107.16
220859	LAMERS BUS LINES, INC.	522067	12/1/2017	225.88
220859	LAMERS BUS LINES, INC.	522068	12/1/2017	89.15
220860	MALBRIT MECHANICAL INC	177925	12/1/2017	109.02
220860	MALBRIT MECHANICAL INC	6491	12/1/2017	4,800.00
220861	MARA CTY TREASURER'S OFFICE	17111409	12/1/2017	8.00
220862	RATTANASACK, INPANH	43009	12/1/2017	69.12
220863	RICS SEWER SERVICE LLC	11222017	12/1/2017	195.00
220864	ROGAN SHOES, INC.	237774	12/1/2017	140.25

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT
220865	SANCHEZ, LUIS	43040	12/1/2017	10.00
220866	ST JOHN LUTHERAN SCHOOL	STJO-4K-NOV17	12/1/2017	4,934.68
220867	WOLFGRAM, CURT	43009	12/1/2017	280.80
171800942	ABLE DISTRIBUTING CO INC	SO12426400.001	11/9/2017	40.18
171800942	ABLE DISTRIBUTING CO INC	SO12434662.001	11/9/2017	157.30
171800943	ADVANCED DISPOSAL	43009	11/9/2017	1,908.00
171800944	ALDRICH, ALISSA	43040	11/9/2017	8.71
171800944	ALDRICH, ALISSA	NOV2017A	11/9/2017	144.67
171800945	ALPHA BAKING CO., INC.	170126306007	11/9/2017	77.94
171800945	ALPHA BAKING CO., INC.	170126306009	11/9/2017	225.70
171800946	AMAZON CAPITAL SERVICES	1Q9F-VTFQ-6FNT	11/9/2017	9.98
171800946	AMAZON CAPITAL SERVICES	1VDH-LTWN-67GP	11/9/2017	19.96
171800946	AMAZON CAPITAL SERVICES	1M9R-QTRK-GLMJ	11/9/2017	19.96
171800946	AMAZON CAPITAL SERVICES	1VDH-LTWN-H43V	11/9/2017	149.85
171800946	AMAZON CAPITAL SERVICES	1K6W-7RQH-4PXQ	11/9/2017	83.79
171800946	AMAZON CAPITAL SERVICES	144H-PM6D-KY7K	11/9/2017	52.99
171800946	AMAZON CAPITAL SERVICES	1CLJ-HVQ9-M9P3	11/9/2017	41.93
171800946	AMAZON CAPITAL SERVICES	1CLJ-HVQ9-MCQX	11/9/2017	30.81
171800946	AMAZON CAPITAL SERVICES	1N1G-3LXP-L1PF	11/9/2017	41.96
171800946	AMAZON CAPITAL SERVICES	1N1G-3LXP-FN79	11/9/2017	26.61
171800946	AMAZON CAPITAL SERVICES	1DDY-TCDN-47QD	11/9/2017	44.95
171800946	AMAZON CAPITAL SERVICES	1HLM-MWHV-63XY	11/9/2017	24.85
171800946	AMAZON CAPITAL SERVICES	19MR-47QC-M1P9	11/9/2017	3.39
171800946	AMAZON CAPITAL SERVICES	1YH6-R4TT-F736	11/9/2017	195.86
171800946	AMAZON CAPITAL SERVICES	1FRW-6TH9-JCX6	11/9/2017	31.98
171800946	AMAZON CAPITAL SERVICES	1363-DTWT-76WJ	11/9/2017	54.82
171800946	AMAZON CAPITAL SERVICES	1W6C-DDVW-MDYQ	11/9/2017	25.99
171800946	AMAZON CAPITAL SERVICES	1M1J-7X7D-LDR6	11/9/2017	45.98
171800946	AMAZON CAPITAL SERVICES	1YH6-R4TT-4F6D	11/9/2017	17.97
171800946	AMAZON CAPITAL SERVICES	1FRW-6TH9-4J6D	11/9/2017	14.03
171800946	AMAZON CAPITAL SERVICES	1FRW-6TH9-4RQT	11/9/2017	19.62
171800946	AMAZON CAPITAL SERVICES	1FM1-JNFH-4TQH	11/9/2017	13.12
171800946	AMAZON CAPITAL SERVICES	1YH6-R4TT-4YDF	11/9/2017	28.29
171800946	AMAZON CAPITAL SERVICES	11X7-J4M1-CDJ3	11/9/2017	22.96
171800946	AMAZON CAPITAL SERVICES	1VXH-T6VW-L1KG	11/9/2017	161.34
171800946	AMAZON CAPITAL SERVICES	1VXH-T6VW-LWMF	11/9/2017	323.08
171800946	AMAZON CAPITAL SERVICES	1YH6-R4TT-79N9	11/9/2017	98.73
171800946	AMAZON CAPITAL SERVICES	19MR-47QC-49M9	11/9/2017	46.20
171800946	AMAZON CAPITAL SERVICES	1363-DTWT-6HK1	11/9/2017	15.79
171800946	AMAZON CAPITAL SERVICES	19MR-47QC-4Y4K	11/9/2017	273.58
171800946	AMAZON CAPITAL SERVICES	1CLJ-HVQ9-C7XD	11/9/2017	46.78
171800946	AMAZON CAPITAL SERVICES	1K6W-7RQH-9C1R	11/9/2017	191.62
171800946	AMAZON CAPITAL SERVICES	13QK-G794-6KJX	11/9/2017	19.89
171800946	AMAZON CAPITAL SERVICES	13QK-G794-1NKX	11/9/2017	59.89
171800946	AMAZON CAPITAL SERVICES	1PCJ-6FGL-9JD3	11/9/2017	14.98

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT
171800946	AMAZON CAPITAL SERVICES	17PP-LLJF-7YVW	11/9/2017	7.57
171800946	AMAZON CAPITAL SERVICES	13QK-G794-MK7L	11/9/2017	89.94
171800946	AMAZON CAPITAL SERVICES	1N1G-3LXP-6WLM	11/9/2017	71.36
171800946	AMAZON CAPITAL SERVICES	1L3W-R1FR-4VTX	11/9/2017	53.25
171800946	AMAZON CAPITAL SERVICES	1M3N-LMQR-67YH	11/9/2017	8.00
171800946	AMAZON CAPITAL SERVICES	1WF7-X3XV-6CWG	11/9/2017	52.99
171800946	AMAZON CAPITAL SERVICES	1H96-QWJT-7NCL	11/9/2017	27.01
171800946	AMAZON CAPITAL SERVICES	1DC6-13JK-19YJ	11/9/2017	41.93
171800946	AMAZON CAPITAL SERVICES	1PCJ-6FGL-3WMF	11/9/2017	103.92
171800946	AMAZON CAPITAL SERVICES	1L3W-R1FR-VNRP	11/9/2017	25.26
171800946	AMAZON CAPITAL SERVICES	1DDY-TCDN-63RC	11/9/2017	146.46
171800946	AMAZON CAPITAL SERVICES	1P4Q-NJYD-7KHT	11/9/2017	53.94
171800946	AMAZON CAPITAL SERVICES	1DDY-TCDN-C3YM	11/9/2017	46.08
171800946	AMAZON CAPITAL SERVICES	17PP-LLJF-CJYY	11/9/2017	15.36
171800946	AMAZON CAPITAL SERVICES	1DDY-TCDN-4G3J	11/9/2017	321.30
171800946	AMAZON CAPITAL SERVICES		11/9/2017	-
171800946	AMAZON CAPITAL SERVICES		11/9/2017	-
171800946	AMAZON CAPITAL SERVICES		11/9/2017	-
171800946	AMAZON CAPITAL SERVICES		11/9/2017	-
171800946	AMAZON CAPITAL SERVICES		11/9/2017	-
171800947	AMERICAN WELDING & GAS INC	5158707	11/9/2017	72.77
171800947	AMERICAN WELDING & GAS INC	5139192	11/9/2017	144.85
171800947	AMERICAN WELDING & GAS INC	5139194	11/9/2017	93.93
171800948	ANDERSON, NICOLE	JUL/AUG2017	11/9/2017	140.68
171800948	ANDERSON, NICOLE	42979	11/9/2017	74.42
171800949	ANDREAS, HEATHER	43009	11/9/2017	132.28
171800950	ARAMARK UNIFORM SERVICES, INC	OCT2017 FOOD	11/9/2017	468.66
171800950	ARAMARK UNIFORM SERVICES, INC	OCT2017 CUST	11/9/2017	1,372.22
171800951	BAIER, TERESE	43009	11/9/2017	215.07
171800951	BAIER, TERESE	OCT2017A	11/9/2017	68.15
171800951	BAIER, TERESE	OCT2017B	11/9/2017	37.19
171800952	BAUDHUIN, LATICIA	43009	11/9/2017	151.21
171800952	BAUDHUIN, LATICIA	OCT2017A	11/9/2017	350.00
171800952	BAUDHUIN, LATICIA	OCT2017B	11/9/2017	20.81
171800953	BELOTT, JEFFREY	43009	11/9/2017	241.71
171800954	BOHM, DAWN	43009	11/9/2017	27.49
171800955	BORYSIK, MARLENE	43009	11/9/2017	56.82
171800956	BOSMAN, TOM	PR, TB, 10/16	11/9/2017	30.00
171800957	CAREER BUILDER EMPLOYMENT SCRI	AUR1005330	11/9/2017	186.75
171800957	CAREER BUILDER EMPLOYMENT SCRI	AUR1042219	11/9/2017	57.90
171800958	CESA 9, INC.	9200	11/9/2017	750.00
171800959	CIESLEWICZ, JODY	OCT2017A	11/9/2017	19.24
171800960	DEMUTH, BOBBI	43009	11/9/2017	63.96
171800961	DRAKE, PENNY	43009	11/9/2017	47.50
171800962	EO JOHNSON, INC.	INV22304	11/9/2017	2,551.25

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
171800962	EO JOHNSON, INC.	222304	11/9/2017	3,274.36
171800962	EO JOHNSON, INC.	HA222304	11/9/2017	723.41
171800962	EO JOHNSON, INC.	222304FS	11/9/2017	107.69
171800962	EO JOHNSON, INC.	MS-INV222304	11/9/2017	7,120.33
171800963	FERGUSON ENTERPRISE INC	4183855	11/9/2017	204.57
171800963	FERGUSON ENTERPRISE INC	4188264	11/9/2017	822.77
171800964	FOLLETT SCHOOL SOLUTIONS, INC	690564A-3	11/9/2017	246.71
171800965	FORMS SPECIALISTS INC	42726	11/9/2017	515.00
171800965	FORMS SPECIALISTS INC	42851	11/9/2017	121.67
171800966	GILBERTSON, MOLLIE	43009	11/9/2017	71.26
171800967	GINGERROOT LLC	1729	11/9/2017	3,750.00
171800968	GLEISNER, MARY ANN	43009	11/9/2017	21.40
171800969	GOETSCH, DIANE	Goetsch credits 2017	11/9/2017	1,125.00
171800970	GREAT LAKES COCA-COLA DISTRIBUT	2755203453	11/9/2017	593.25
171800970	GREAT LAKES COCA-COLA DISTRIBUT	2755203452	11/9/2017	352.75
171800971	HAHN, NATHAN	43040	11/9/2017	95.46
171800972	HANOVER RESEARCH COUNCIL, LLC	INV004570	11/9/2017	5,000.00
171800973	HEID MUSIC COMPANY, INC.	2033688	11/9/2017	45.40
171800973	HEID MUSIC COMPANY, INC.	2032835	11/9/2017	113.00
171800973	HEID MUSIC COMPANY, INC.	180183	11/9/2017	126.00
171800973	HEID MUSIC COMPANY, INC.	2038130	11/9/2017	10.50
171800974	HEISE, STACY	43009	11/9/2017	296.66
171800975	HOENISCH, KIMBERLY	43009	11/9/2017	40.66
171800976	HOFFMAN, SARA	43009	11/9/2017	60.67
171800977	HORAK REFRIGERATION INC	35989	11/9/2017	95.00
171800978	INDUSTRIAL ARTS SUPPLY IASCO	M11700	11/9/2017	88.84
171800979	J.W. PEPPER & SON	7894927	11/9/2017	150.99
171800980	JASURDA, THOMAS	PR, TJ, 10/19, 10/26	11/9/2017	105.00
171800981	JERRYS MUSIC INC	120191	11/9/2017	44.00
171800981	JERRYS MUSIC INC	119299	11/9/2017	12.49
171800982	K&S FUEL INJECTION INC	4019	11/9/2017	550.34
171800982	K&S FUEL INJECTION INC	4667	11/9/2017	549.33
171800983	KAMPMANN, KEVIN	43009	11/9/2017	34.88
171800984	KONKOL, LOIS	43009	11/9/2017	137.23
171800985	KRISS PREMIUM PROD INC	153386	11/9/2017	550.45
171800986	LECHNER, MARY	43009	11/9/2017	139.64
171800987	LEMANSKI, MELANI	LEMANSKI11217	11/9/2017	90.00
171800988	LIGHTBODY, LLC	LIGHTBODY11517	11/9/2017	299.50
171800989	LIGHTING DESIGN SOLUTIONS LLC	12196	11/9/2017	252.00
171800990	M3 INSURANCE SOLU INC	22767	11/9/2017	25,034.00
171800991	MC MILLAN-HEHIR, HEATHER	43009	11/9/2017	49.59
171800992	MEYER, REBECCA	43009	11/9/2017	251.72
171800993	MID WISCONSIN BEVERAGE	463759	11/9/2017	110.40
171800993	MID WISCONSIN BEVERAGE	463760	11/9/2017	865.09
171800993	MID WISCONSIN BEVERAGE	463764	11/9/2017	98.44

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT
171800994	MMG EMPLOYER SOLUTIONS, INC.	130554-GFH	11/9/2017	108.00
171800995	NIKOLAI, JEAN	43009	11/9/2017	37.94
171800996	NORTHWAY COMMUNICATIONS INC	105597	11/9/2017	45.00
171800996	NORTHWAY COMMUNICATIONS INC	105598 and 105599	11/9/2017	149.88
171800997	OASYS LLC - MARTIN R. SUCHORSKI	1786	11/9/2017	350.00
171800998	OFFICE ENTERPRISES INC	413495'	11/9/2017	452.00
171800998	OFFICE ENTERPRISES INC	41871	11/9/2017	3,626.08
171800999	OOSTERHUIS, JENNY	43009	11/9/2017	109.44
171801000	OVERGAARD, JACK	PR, JO, 10/28	11/9/2017	180.00
171801001	PARDE, KATHY	43009	11/9/2017	26.64
171801002	PEREZ CAJINA, JESSICA	42979	11/9/2017	11.24
171801003	PERNSTEINER, CHAD	43009	11/9/2017	101.12
171801004	PRAHL, TINA	OCT2017A	11/9/2017	153.81
171801005	PREGONT, DANIEL	PR, DP, 10/16, 10/28	11/9/2017	150.00
171801006	RANNOU, JAIME	43009	11/9/2017	55.80
171801007	REINHART FOODS INC	308269	11/9/2017	323.98
171801008	REISER, ALLISON	REISER11117	11/9/2017	236.00
171801009	RIGGS SITE CONSULTING LLC	4481	11/9/2017	1,900.00
171801010	RUPPERT, ELISSA	43009	11/9/2017	36.70
171801011	SCHILLING, BRYAN	43009	11/9/2017	52.86
171801012	SCHOOL SPECIALTY	208119516757	11/9/2017	64.76
171801012	SCHOOL SPECIALTY	308102910393	11/9/2017	2,061.07
171801012	SCHOOL SPECIALTY	208119484664	11/9/2017	267.76
171801013	SPIEGEL, CHRISTINE	43009	11/9/2017	37.24
171801014	STUDER EDUCATION	94541	11/9/2017	7,000.00
171801015	STURTZ, GERALD	PR, GS, 10/28	11/9/2017	120.00
171801016	TESKE, STEFANIE	43009	11/9/2017	40.29
171801016	TESKE, STEFANIE	OCT2017A	11/9/2017	26.23
171801017	THOMPSON, KELLY	43009	11/9/2017	31.30
171801018	TIMM, VICKI	43009	11/9/2017	71.51
171801019	TRETTER, TODD	43009	11/9/2017	63.18
171801020	VAN BERKEL, DESIREE	vanberkel11217	11/9/2017	195.50
171801021	VANDERWYST, AMY	42979	11/9/2017	76.64
171801022	WEGGE, KAREN	43009	11/9/2017	143.94
171801023	WELLER, JULIE	43009	11/9/2017	68.20
171801023	WELLER, JULIE	SEP2017A	11/9/2017	29.99
171801024	WENNING GRINDING SUPPLY INC., J	94500	11/9/2017	46.00
171801025	WI LIBRARY SERVICES	487243	11/9/2017	609.75
171801026	WI PUBLIC SERVICE	2249195970-00000	11/9/2017	62,921.78
171801027	WOLFE, MICHAEL	43040	11/9/2017	21.17
171801028	WYSKOARKO, JUDITH	43009	11/9/2017	156.22
171801029	ZIEGLER, ANN	43040	11/9/2017	6.96
171801030	ZOESCH, DANIELLE	43009	11/9/2017	161.25
171801031	ZYNDA, JENNIFER	43009	11/9/2017	52.43
171801032	ABLE DISTRIBUTING CO INC	S012438451.001	11/17/2017	449.75

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT
171801033	ADAMUS, AMY	43009	11/17/2017	40.13
171801034	ALPHA BAKING CO., INC.	170126311007	11/17/2017	322.78
171801034	ALPHA BAKING CO., INC.	170126317009	11/17/2017	313.74
171801034	ALPHA BAKING CO., INC.	170126311006	11/17/2017	147.00
171801034	ALPHA BAKING CO., INC.	170126303007	11/17/2017	107.76
171801034	ALPHA BAKING CO., INC.	170126306008	11/17/2017	39.00
171801034	ALPHA BAKING CO., INC.	170126317007	11/17/2017	92.98
171801034	ALPHA BAKING CO., INC.	170126313007	11/17/2017	80.52
171801034	ALPHA BAKING CO., INC.	170126311005	11/17/2017	74.64
171801035	AMAZON CAPITAL SERVICES	11DDY-TCDN-7WCG	11/17/2017	55.98
171801035	AMAZON CAPITAL SERVICES	1N1G-3LXP-T1QR	11/17/2017	767.52
171801035	AMAZON CAPITAL SERVICES	1H9L-XY91-XFGH	11/17/2017	191.88
171801035	AMAZON CAPITAL SERVICES	1FRW-6TH9-NFQ4	11/17/2017	26.03
171801035	AMAZON CAPITAL SERVICES	19MR-47QC-KKGK	11/17/2017	65.34
171801035	AMAZON CAPITAL SERVICES	1X1V-GW46-QQK6	11/17/2017	88.06
171801035	AMAZON CAPITAL SERVICES	1YH6-R4TT-LQYC	11/17/2017	19.11
171801035	AMAZON CAPITAL SERVICES	17CJ-F764-6NYW	11/17/2017	61.98
171801035	AMAZON CAPITAL SERVICES	1FM1-JNFH-PVGW	11/17/2017	51.26
171801035	AMAZON CAPITAL SERVICES	1FVP-DYRP-X7FV	11/17/2017	68.99
171801035	AMAZON CAPITAL SERVICES	19DJ-WVVP-JTK1	11/17/2017	20.95
171801035	AMAZON CAPITAL SERVICES	1YH6-R4TT-NCKJ	11/17/2017	21.95
171801035	AMAZON CAPITAL SERVICES	1FVP-DYRP-FDR3	11/17/2017	31.99
171801035	AMAZON CAPITAL SERVICES	19DJ-WVVP-PHW7	11/17/2017	36.48
171801035	AMAZON CAPITAL SERVICES	1P4Q-NJYD-FJRT	11/17/2017	82.46
171801035	AMAZON CAPITAL SERVICES	17PP-LLJF-HJVW	11/17/2017	155.85
171801035	AMAZON CAPITAL SERVICES	1P4Q-NJYD-MT1J	11/17/2017	63.18
171801035	AMAZON CAPITAL SERVICES	1PCJ-6FGL-NQTW	11/17/2017	12.49
171801035	AMAZON CAPITAL SERVICES	1M6C-MQH4-3PQW	11/17/2017	32.40
171801035	AMAZON CAPITAL SERVICES		11/17/2017	-
171801035	AMAZON CAPITAL SERVICES		11/17/2017	-
171801036	AMERICAN WELDING & GAS INC	5176513	11/17/2017	126.84
171801037	ATKINSON, SCOTT	OCT2017A	11/17/2017	83.89
171801037	ATKINSON, SCOTT	OCT/NOV2017	11/17/2017	64.39
171801038	BAIER, TERESE	43040	11/17/2017	25.00
171801039	BARTLING, SHARON	43009	11/17/2017	19.26
171801039	BARTLING, SHARON	OCT2017A	11/17/2017	62.40
171801040	BOBS ELECTRIC, INC	40780	11/17/2017	263.97
171801040	BOBS ELECTRIC, INC	40777	11/17/2017	630.92
171801040	BOBS ELECTRIC, INC	40779	11/17/2017	280.73
171801041	BUNNELL, DANIELLE	43040	11/17/2017	5.35
171801041	BUNNELL, DANIELLE	43009	11/17/2017	5.35
171801042	CAREER BUILDER EMPLOYMENT SCRI	AUR1042217	11/17/2017	530.40
171801043	CESA 9, INC.	9298	11/17/2017	4,425.00
171801044	CONSTELLATION ENERGY SERVICES	2164158 OCT2017	11/17/2017	12,654.80
171801045	CUMMINGS, LONA	43009	11/17/2017	84.93

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
171801046	DAHLGREN, JAMES	43009	11/17/2017	50.29
171801047	DAMROW, CYNTHIA	42979	11/17/2017	96.73
171801047	DAMROW, CYNTHIA	43009	11/17/2017	108.07
171801048	DAVIES, ELYSE	43009	11/17/2017	11.24
171801049	DEAF HH EDUCATIONAL CONSULTING	1023	11/17/2017	2,868.75
171801050	DEMCO MEDIA	6213062	11/17/2017	26.53
171801051	ECONOMICS WISCONSIN	11022017	11/17/2017	400.00
171801052	ELLENBECKER CONST, S D, INC.	11388	11/17/2017	660.00
171801052	ELLENBECKER CONST, S D, INC.	11385	11/17/2017	6,200.00
171801053	ENGEN, TERI	43009	11/17/2017	55.64
171801054	EO JOHNSON, INC.	INV222304WE	11/17/2017	3,730.56
171801055	ETCO ELECTRIC SUPPLY INC	3262038	11/17/2017	19.00
171801056	FAMILY SERVICE MADISON, INC.	240	11/17/2017	2,646.12
171801057	FOLLETT SCHOOL SOLUTIONS, INC	712913F-0	11/17/2017	300.72
171801057	FOLLETT SCHOOL SOLUTIONS, INC	713183-0	11/17/2017	247.59
171801058	FOX, GRETCHEN	43009	11/17/2017	158.25
171801059	GRAHAM, CONNIE	43009	11/17/2017	8.13
171801060	HACKBARTH, LINDA	HACKBARTH11917	11/17/2017	140.50
171801061	HEEREN, CAROL	43009	11/17/2017	155.36
171801062	HEID MUSIC COMPANY, INC.	180742	11/17/2017	35.00
171801063	HEISE, STACY	43040	11/17/2017	55.51
171801064	HELLER, CHRISTOPHER	43009	11/17/2017	68.48
171801064	HELLER, CHRISTOPHER	42979	11/17/2017	48.26
171801065	HOEFT, AMANDA	43009	11/17/2017	11.77
171801066	HOFFMAN, AARON	43009	11/17/2017	84.80
171801066	HOFFMAN, AARON	42948	11/17/2017	51.90
171801066	HOFFMAN, AARON	42979	11/17/2017	54.57
171801067	HOSTVEDT, JAMES	43009	11/17/2017	64.63
171801068	HUDDLESTON, DUDLEY	43009	11/17/2017	108.47
171801069	JERRYS MUSIC INC	120213	11/17/2017	33.95
171801069	JERRYS MUSIC INC	120772	11/17/2017	39.90
171801070	JOST, AMY	43040	11/17/2017	11.13
171801071	KOENIG, TAMMY	43009	11/17/2017	6.37
171801072	KRISS PREMIUM PROD INC	153540	11/17/2017	53.82
171801073	KWIK TRIP INC	00054784 OCT2017	11/17/2017	1,698.98
171801074	LAH INTERPRETING LLC	2017	11/17/2017	1,395.00
171801074	LAH INTERPRETING LLC	8 2017	11/17/2017	90.00
171801075	LIGHTBODY, LLC	LIGHTBODY111317	11/17/2017	82.50
171801076	LOOMANS, TRENA	43040	11/17/2017	55.50
171801077	MCDONNELL, BRITTANY	42979	11/17/2017	127.44
171801078	MID WISCONSIN BEVERAGE	465852	11/17/2017	200.00
171801078	MID WISCONSIN BEVERAGE	465854	11/17/2017	95.40
171801078	MID WISCONSIN BEVERAGE	465853	11/17/2017	744.08
171801079	MMG EMPLOYER SOLUTIONS, INC.	130557	11/17/2017	76.00
171801080	MORGAN, ROBERT	43040	11/17/2017	98.92

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
171801081	MURPHY, MELISSA	43009	11/17/2017	50.08
171801082	NANOTEK DEVICE REPAIR LLC	420	11/17/2017	270.00
171801082	NANOTEK DEVICE REPAIR LLC	428	11/17/2017	1,380.00
171801083	NORTHCENTRAL TECH COLLEGE	MSC-003606	11/17/2017	5,000.00
171801084	NORTHWAY COMMUNICATIONS INC	105637	11/17/2017	87.50
171801085	O'BRIEN, RENEE	43009	11/17/2017	93.09
171801086	OFFICE ENTERPRISES INC	412535	11/17/2017	580.00
171801087	PAGEL, AMANDA	43009	11/17/2017	51.36
171801088	PAXTON PATTERSON	348771	11/17/2017	7.00
171801089	PER MAR SECURITY SERVICES, INC.	1773264	11/17/2017	2,343.30
171801090	PISCA, SARAH	PISCA11417	11/17/2017	163.00
171801091	POWER PAC INC	4619471	11/17/2017	92.25
171801091	POWER PAC INC	4619876	11/17/2017	60.00
171801092	PRAHL, TINA	43040	11/17/2017	25.00
171801093	RANNOU, JAIME	43040	11/17/2017	25.00
171801094	REINARDY, DIANNA	OCT/NOV2017	11/17/2017	126.36
171801095	REINHART FOODS INC	312696	11/17/2017	229.27
171801095	REINHART FOODS INC	314182	11/17/2017	252.63
171801095	REINHART FOODS INC	314365	11/17/2017	621.84
171801095	REINHART FOODS INC	315968	11/17/2017	46.30
171801096	RESOURCES FOR READING INC	K484878	11/17/2017	148.53
171801097	REXFORD, KRISTEN	43009	11/17/2017	240.00
171801097	REXFORD, KRISTEN	OCT2017A	11/17/2017	134.66
171801098	ROCHESTER, TIMOTHY	43009	11/17/2017	58.96
171801099	SCHOLASTIC INC	15965517	11/17/2017	14.24
171801100	SCHOMMER, MARK	SEP2017B	11/17/2017	9.98
171801100	SCHOMMER, MARK	43009	11/17/2017	94.96
171801101	SCHUELLER, DAWNEEN	43009	11/17/2017	83.89
171801102	SELLE, SUZANNE	43009	11/17/2017	27.87
171801103	SILLAMPA, CHRISSEY	SILLAMPA111317	11/17/2017	660.00
171801104	SUN PRINTING INC	92507	11/17/2017	369.00
171801104	SUN PRINTING INC	Invoice 9242	11/17/2017	214.00
171801105	TEAM SPORTING GOODS INC	AAD004990	11/17/2017	1,260.00
171801105	TEAM SPORTING GOODS INC	AAD004989	11/17/2017	1,380.00
171801106	TOMASIEWICZ, SARAH	43040	11/17/2017	56.76
171801106	TOMASIEWICZ, SARAH	OCT2017A	11/17/2017	15.62
171801107	TREPTOW, FELECITY	43009	11/17/2017	52.54
171801108	TRZEBIATOWSKI, TAMMY	43040	11/17/2017	71.58
171801108	TRZEBIATOWSKI, TAMMY	NOV2017A	11/17/2017	19.96
171801109	USIC LOCATING SERVICES INC	260129	11/17/2017	2,088.00
171801110	VAN ERT ELECTRIC COMPANY INC.	12620	11/17/2017	147.52
171801111	VANOYEN, JENNIFER	43009	11/17/2017	17.82
171801112	VANSLYKE, DANIEL	43009	11/17/2017	83.89
171801113	WASLESKE, KAYLEE	43009	11/17/2017	72.00
171801114	WEBB, HERSHEL	43009	11/17/2017	38.28

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
171801114	WEBB, HERSHEL	OCT2017A	11/17/2017	127.17
171801115	WELLER, JULIE	OCT2017A	11/17/2017	100.60
171801116	WENDORF, MICHAEL	43009	11/17/2017	15.00
171801117	YANG, YAUO	43009	11/17/2017	51.15
171801118	AMAZON CAPITAL SERVICES	1MVX-JWRG-43JY	11/24/2017	36.83
171801118	AMAZON CAPITAL SERVICES	1YFD-CRM1-9FRF	11/24/2017	(14.99)
171801118	AMAZON CAPITAL SERVICES	17CJ-F764-VKXN	11/24/2017	48.47
171801118	AMAZON CAPITAL SERVICES	1YFD-CRM1-9HCD	11/24/2017	6.89
171801118	AMAZON CAPITAL SERVICES	1J4W-LWTP-13WG	11/24/2017	38.24
171801118	AMAZON CAPITAL SERVICES	1J4W-LWTP-46FC	11/24/2017	10.98
171801118	AMAZON CAPITAL SERVICES	13DJ-GFNR-3HDQ	11/24/2017	99.96
171801118	AMAZON CAPITAL SERVICES	1J4W-LWTP-771Q	11/24/2017	74.97
171801118	AMAZON CAPITAL SERVICES	1MVX-JWRG-9KL3	11/24/2017	24.99
171801118	AMAZON CAPITAL SERVICES	16QD-N1RL-PDQN	11/24/2017	31.98
171801118	AMAZON CAPITAL SERVICES	1J4W-LWTP-CC4D	11/24/2017	66.21
171801118	AMAZON CAPITAL SERVICES	1J4W-LWTP-D41L	11/24/2017	21.25
171801118	AMAZON CAPITAL SERVICES	16QD-N1RL-HDLK	11/24/2017	124.10
171801118	AMAZON CAPITAL SERVICES	13W9-G7P1-GL1G	11/24/2017	33.55
171801118	AMAZON CAPITAL SERVICES	19VT-QCND-K9R9	11/24/2017	34.20
171801118	AMAZON CAPITAL SERVICES	19VT-QCND-JQLC	11/24/2017	14.99
171801118	AMAZON CAPITAL SERVICES		11/24/2017	-
171801118	AMAZON CAPITAL SERVICES		11/24/2017	-
171801118	AMAZON CAPITAL SERVICES		11/24/2017	-
171801119	ARCHIQUETTE, JEANNE	43009	11/24/2017	88.28
171801120	ATKINSON, SCOTT	43040	11/24/2017	29.24
171801121	AUGUST WINTER & SONS INC	5209	11/24/2017	2,462.00
171801121	AUGUST WINTER & SONS INC	5107	11/24/2017	2,068.98
171801121	AUGUST WINTER & SONS INC	5133	11/24/2017	1,269.90
171801121	AUGUST WINTER & SONS INC	5140	11/24/2017	640.00
171801122	BAIER, TERESE	NOV2017A	11/24/2017	48.15
171801123	BASSETT MECHANICAL, INC.	6030883C	11/24/2017	722.00
171801124	BOBS ELECTRIC, INC	40778	11/24/2017	471.16
171801124	BOBS ELECTRIC, INC	40790	11/24/2017	292.52
171801125	BOSMAN, TOM	11102017	11/24/2017	35.00
171801126	BOUFFLEUR, BETH	OCT2017A	11/24/2017	55.64
171801127	DIGICOPY	180955	11/24/2017	58.50
171801128	DUERKOP, VALERIE	43040	11/24/2017	22.00
171801129	ELLENBECKER CONST, S D, INC.	11394	11/24/2017	1,334.00
171801130	EO JOHNSON, INC.	103757	11/24/2017	3,433.60
171801130	EO JOHNSON, INC.	INV222304RO	11/24/2017	3,188.38
171801131	FOLLETT SCHOOL SOLUTIONS, INC	713183F-6	11/24/2017	379.44
171801131	FOLLETT SCHOOL SOLUTIONS, INC	713132F-2	11/24/2017	232.62
171801132	FORMS SPECIALISTS INC	42888	11/24/2017	140.00
171801132	FORMS SPECIALISTS INC	42812	11/24/2017	150.00
171801132	FORMS SPECIALISTS INC	42889	11/24/2017	45.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT
171801133	FRANCE PROPANE SERVICE	236366	11/24/2017	527.44
171801134	FRANKLIN, WILLIAM II	OCT/NOV2017	11/24/2017	93.89
171801135	GILMORE, KRISTINE	43040	11/24/2017	48.15
171801135	GILMORE, KRISTINE	NOV2017A	11/24/2017	50.00
171801136	GULDAN, DONNA	43009	11/24/2017	100.58
171801137	HEID MUSIC COMPANY, INC.	2046469	11/24/2017	19.98
171801138	HILMERSHAUSEN, KATHERINE	HILMHAUSEN111417	11/24/2017	37.50
171801139	HOENISCH, BENJAMIN	43040	11/24/2017	60.40
171801140	HURRELL, ELIZABETH	43040	11/24/2017	53.61
171801141	KEMP, JANE	43009	11/24/2017	23.54
171801142	LUKASKO, TIFFANY	43009	11/24/2017	150.92
171801142	LUKASKO, TIFFANY	43040	11/24/2017	15.77
171801143	LY, MAI LEE	OCT/NOV2017	11/24/2017	17.28
171801144	M3 INSURANCE SOLU INC	24889	11/24/2017	160.00
171801145	MAXWELL MEDALS & AWARDS INC.	3138498	11/24/2017	189.60
171801146	MID WISCONSIN BEVERAGE	467233	11/24/2017	106.00
171801146	MID WISCONSIN BEVERAGE	466921	11/24/2017	53.00
171801146	MID WISCONSIN BEVERAGE	467357	11/24/2017	150.60
171801146	MID WISCONSIN BEVERAGE	467358	11/24/2017	376.64
171801146	MID WISCONSIN BEVERAGE	467374	11/24/2017	30.24
171801146	MID WISCONSIN BEVERAGE	467779	11/24/2017	63.00
171801147	MILLER, REBECCA	43040	11/24/2017	75.00
171801148	MLODIK, TAMI	43009	11/24/2017	21.10
171801149	NELSON, JILL	43040	11/24/2017	86.06
171801150	NEOLA, INC	73198	11/24/2017	1,299.00
171801151	NEWTON, PETE	43040	11/24/2017	125.00
171801152	NYE, CASEY	43009	11/24/2017	87.04
171801152	NYE, CASEY	OCT2017A	11/24/2017	16.00
171801153	PEREZ, JESSICA	43009	11/24/2017	11.24
171801154	PREGONT, DANIEL	11102017	11/24/2017	35.00
171801155	REINHART FOODS INC	318015	11/24/2017	250.52
171801155	REINHART FOODS INC	319288	11/24/2017	69.17
171801156	RHODES, NANCY	Rhodes	11/24/2017	128.45
171801157	ROSE, AMANDA	43040	11/24/2017	132.68
171801158	SCHOOL SPECIALTY	308102916587	11/24/2017	1,214.76
171801158	SCHOOL SPECIALTY	208119319251	11/24/2017	(4.76)
171801158	SCHOOL SPECIALTY	208119096507	11/24/2017	(3.21)
171801158	SCHOOL SPECIALTY	208119380315	11/24/2017	(11.40)
171801158	SCHOOL SPECIALTY	208119485583	11/24/2017	58.25
171801159	STURTZ, GERALD	11102017	11/24/2017	35.00
171801160	TAYLOR, JULIANN	43009	11/24/2017	213.57
171801161	TEAM SPORTING GOODS INC	AAF008304	11/24/2017	548.55
171801162	VESPER, WENDY	OCT/NOV2017	11/24/2017	65.61
171801162	VESPER, WENDY	SEP-NOV2017	11/24/2017	432.41
171801163	WI DEPT OF PUBLIC INST	1970820-105577660	11/24/2017	100.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT
171801164	WILICHOWSKI, KIM	43040	11/24/2017	26.36
171801164	WILICHOWSKI, KIM	NOV2017A	11/24/2017	27.98
171801165	WISNET	11313	11/24/2017	1,500.00
171801166	WODALSKI, CHELSE	43040	11/24/2017	80.00
171801167	WYSKOARKO, JUDITH	43040	11/24/2017	51.36
171801168	YOUNG, DIANNE	43040	11/24/2017	75.00
171801169	ABLE DISTRIBUTING CO INC	S012493514.001	12/1/2017	380.31
171801169	ABLE DISTRIBUTING CO INC	S012401959.001	12/1/2017	64.57
171801170	ALDRICH, ALISSA	NOV2017B	12/1/2017	12.54
171801171	ALPHA BAKING CO., INC.	170126324007	12/1/2017	117.20
171801171	ALPHA BAKING CO., INC.	170126331007	12/1/2017	83.92
171801171	ALPHA BAKING CO., INC.	170126320008	12/1/2017	96.64
171801171	ALPHA BAKING CO., INC.	170126317008	12/1/2017	87.68
171801171	ALPHA BAKING CO., INC.	170126320009	12/1/2017	43.84
171801171	ALPHA BAKING CO., INC.	170126331009	12/1/2017	324.50
171801171	ALPHA BAKING CO., INC.	170126320010	12/1/2017	339.14
171801171	ALPHA BAKING CO., INC.	170126324008	12/1/2017	182.34
171801172	AMAZON CAPITAL SERVICES	1YFD-CRM1-QD9J	12/1/2017	47.70
171801172	AMAZON CAPITAL SERVICES	1GHW-JCNP-441L	12/1/2017	27.09
171801172	AMAZON CAPITAL SERVICES	14KG-G9K7-M9H4	12/1/2017	37.34
171801172	AMAZON CAPITAL SERVICES	1L33-H9VR-76QX	12/1/2017	52.07
171801173	AMERICAN WELDING & GAS INC	5195672	12/1/2017	153.35
171801173	AMERICAN WELDING & GAS INC	5181794	12/1/2017	398.74
171801173	AMERICAN WELDING & GAS INC	5187079	12/1/2017	26.60
171801173	AMERICAN WELDING & GAS INC	5183385	12/1/2017	106.05
171801174	ASPIRUS YMCA CHILD DEV CTR	November 2017 4K pay	12/1/2017	26,751.16
171801175	ASSOCIATED TRUST COMPANY	7513	12/1/2017	475.00
171801176	AUGUST WINTER & SONS INC	5288	12/1/2017	824.00
171801176	AUGUST WINTER & SONS INC	5293	12/1/2017	292.00
171801176	AUGUST WINTER & SONS INC	5290	12/1/2017	772.47
171801177	BAER, CHELSEA	43009	12/1/2017	60.00
171801178	BAIER, TERESE	NOV2017B	12/1/2017	32.49
171801179	CARRICO AQUATIC RESOURCES, INC	20174159	12/1/2017	35,000.00
171801179	CARRICO AQUATIC RESOURCES, INC	20174118	12/1/2017	152.24
171801180	CESA #4	7549	12/1/2017	550.00
171801180	CESA #4	7602	12/1/2017	150.00
171801181	CESA 9, INC.	9413	12/1/2017	10.00
171801182	COUNTY MATERIALS CORP.	3014522-00	12/1/2017	49.00
171801183	CUMMINGS, LONA	43040	12/1/2017	169.87
171801184	FOLLETT SCHOOL SOLUTIONS, INC	712865-0	12/1/2017	311.30
171801184	FOLLETT SCHOOL SOLUTIONS, INC	712865F-6	12/1/2017	370.78
171801184	FOLLETT SCHOOL SOLUTIONS, INC	690564F-3	12/1/2017	75.46
171801185	FOREMAN, RONALD	43070	12/1/2017	60.00
171801186	GLEISNER, MARY ANN	42948	12/1/2017	104.39
171801187	GREAT LAKES COCA-COLA DISTRIBUT	2752202554	12/1/2017	557.72

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (11/08/2017-12/06/2017)**

CHECK NUMBER	INVOICE VENDOR	NUMBER	CHECK DATE	AMOUNT
171801188	HERRON, JEFFREY	OCT/NOV2017	12/1/2017	13.80
171801189	HOENISCH, BENJAMIN	NOV2017A	12/1/2017	203.30
171801190	KEY TO LIFE CHILDCARE CENTER, INC.	KYLF-4K--NOV17	12/1/2017	9,609.64
171801191	KINDER CARE LEARNING CTR, INC.	KIND-4K-NOV17	12/1/2017	7,419.09
171801192	KNAACK, ROBERT	43070	12/1/2017	60.00
171801193	LB MEDWASTE INC	80435	12/1/2017	93.29
171801194	LEE, CHEE	43040	12/1/2017	17.64
171801195	MACIAZ, KENNETH	43009	12/1/2017	111.49
171801196	MARA CTY CHILD DEVELOPMENT	MCCDA-4K-NOV17	12/1/2017	6,080.42
171801197	MEP SOLUTIONS, LLC	17-300MP	12/1/2017	760.00
171801198	MEURETT, MOLLY	43040	12/1/2017	69.85
171801199	MMG EMPLOYER SOLUTIONS, INC.	129550	12/1/2017	456.00
171801200	MORGAN, ROBERT	NOV2017A	12/1/2017	25.09
171801201	MOUNT OLIVE 4K PROGRAM	MTOL-4K-NOV17	12/1/2017	12,986.00
171801202	NEWMAN CATHOLIC-ST MARK	STMA-4K-NOV17	12/1/2017	10,388.80
171801203	NEWMAN CATHOLIC-ST THERESE	STTH-4K-NOV17	12/1/2017	8,570.76
171801204	OLSON, JULIE	43009	12/1/2017	380.16
171801205	OMNI GLASS & PAINT INC	124906	12/1/2017	1,080.50
171801205	OMNI GLASS & PAINT INC	124904	12/1/2017	100.00
171801205	OMNI GLASS & PAINT INC	124905	12/1/2017	1,710.00
171801206	PENSINGER, SARA	43009	12/1/2017	68.48
171801207	PER MAR SECURITY SERVICES, INC.	1773612	12/1/2017	256.05
171801208	PETERSON, MARGARET	43040	12/1/2017	249.87
171801209	RUDER WARE AND MICHLER	233588	12/1/2017	408.50
171801210	SCHOOL SPECIALTY	208119611170	12/1/2017	91.44
171801211	WAUSAU CHILD CARE-CEDAR CR, INC.	WACC-4K-NOV17	12/1/2017	4,674.96
171801212	WEGNER, SARAH	43040	12/1/2017	75.00
171801213	WI DEPT OF PUBLIC INST	1278	12/1/2017	375.00
171801214	ZASTROW, KARISSA	KZASTROW 2017	12/1/2017	160.00
171801214	ZASTROW, KARISSA	KZASTROW 2017 LIC	12/1/2017	125.00
				\$ 1,687,706.04

Fd T Loc Obj Func		Prj DeptJob		Fd T Loc Obj Func		Prj DeptJob		Beginning	2017-18	2017-18	Ending	
								Balance	FYTD Credits	FYTD Debits	Balance	
10	A	000	000	711000	000	000	000	GENERAL FUND/CLAIM ON CASH	-2,772,816.56	46,938,109.70	49,153,687.41	-557,238.85
10	A	000	000	711100	000	000	000	GENERAL FUND/PAYROLL CLEARANCE ACCOUNT	0.00	15,423,889.98	15,423,889.98	0.00
10	A	000	000	711105	000	000	000	GENERAL FUND/A/P ACH Cash Account Intercity	0.00	0.00	0.00	0.00
10	A	000	000	711200	000	000	000	GENERAL FUND/PETTY CASH	980.00	0.00	0.00	980.00
10	A	000	000	712000	000	000	000	GENERAL FUND/INVESTMENTS	1,039,047.21	43,885,784.65	48,937,170.78	6,090,433.34
10	A	000	000	712999	000	000	000	GENERAL FUND/WISC INVESTMENT ACCOUNT, PMA	13,621,760.44	14,795,300.00	1,673,745.84	500,206.28
10	A	000	000	713100	000	000	000	GENERAL FUND/TAXES RECEIVABLE	6,878,444.41	6,878,444.41	20,502,433.00	20,502,433.00
10	A	000	000	713200	000	000	000	GENERAL FUND/ACCOUNTS RECEIVABLE	10,747.31	10,747.31	0.00	0.00
10	A	000	000	713207	000	000	000	GENERAL FUND/SCOREBOARDS RECEIVABLE	0.00	0.00	0.00	0.00
10	A	000	000	713210	000	000	000	GENERAL FUND/TRACK RENOVATION PROJECT	0.00	0.00	0.00	0.00
10	A	000	000	714100	000	000	000	GENERAL FUND/DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
10	A	000	000	715100	000	000	000	GENERAL FUND/DUE FROM LOCAL GOVERNMENTS	17,176.12	17,176.12	0.00	0.00
10	A	000	000	715500	000	000	000	GENERAL FUND/DUE FROM STATE GOVERNMENT	815,998.00	815,998.00	0.00	0.00
10	A	000	000	715600	000	000	000	GENERAL FUND/DUE FROM FED GOVERNMENT	176,892.88	176,892.88	0.00	0.00
10	A	000	000	717001	000	000	000	GENERAL FUND/PREPAID EXPENSE - IN TECH	0.00	0.00	0.00	0.00
10	A	000	000	751000	000	000	000	GENERAL FUND/FIXED ASSETS-SITES	0.00	0.00	0.00	0.00
10	A	000	000	753000	000	000	000	GENERAL FUND/FIXED ASSETS-BUILDINGS	0.00	0.00	0.00	0.00
10	A	000	000	754000	000	000	000	GENERAL FUND/FIXED ASSETS-EQUIPMENT	0.00	0.00	0.00	0.00
10	A	000	000	754100	000	000	000	GENERAL FUND/EQUIP MENT ACCUM DEPRECIATION	0.00	0.00	0.00	0.00
10	L	000	000	000000	000	000	000	GENERAL FUND/N/A	0.00	0.00	0.00	0.00
10	L	000	000	811100	000	000	000	GENERAL FUND/TEMPORARY NOTES PAYABLE	-4,300,000.00	3,725,000.00	8,025,000.00	0.00
10	L	000	000	811200	000	000	000	GENERAL FUND/ACCOUNTS PAYABLE	-419,940.34	8,894,846.18	9,314,786.52	0.00
10	L	000	000	811555	000	000	000	GENERAL FUND/AP P-CARD	0.00	0.00	0.00	0.00
10	L	000	000	811558	000	000	000	GENERAL FUND/AP STAPLES	0.00	0.00	0.00	0.00
10	L	000	000	811610	000	000	000	GENERAL FUND/MEDICARE	-47,612.21	550,477.50	598,089.71	0.00
10	L	000	000	811611	000	000	000	GENERAL FUND/FICA	-220,663.12	2,347,301.78	2,567,964.90	0.00
10	L	000	000	811612	000	000	000	GENERAL FUND/FEDERAL INCOME TAX	0.00	1,754,749.16	1,754,749.16	0.00
10	L	000	000	811613	000	000	000	GENERAL FUND/STATE INCOME TAX	-69,569.53	865,556.48	863,273.73	-71,852.28
10	L	000	000	811620	000	000	000	GENERAL FUND/RETIREMENT DEDUCTION	-637,402.21	2,807,999.04	2,830,576.55	-614,824.70
10	L	000	000	811622	000	000	000	GENERAL FUND/HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10	L	000	000	811624	000	000	000	GENERAL FUND/HDHP-40 EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10	L	000	000	811626	000	000	000	GENERAL FUND/HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10	L	000	000	811628	000	000	000	GENERAL FUND/HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10	L	000	000	811630	000	000	000	GENERAL FUND/DENTAL-PPO CONTRIBUTION	0.00	0.00	0.00	0.00
10	L	000	000	811631	000	000	000	GENERAL FUND/HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10	L	000	000	811632	000	000	000	GENERAL FUND/DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10	L	000	000	811633	000	000	000	GENERAL FUND/DISABILITY INS DEDUCTION	-7,516.20	63,862.28	69,665.37	-1,713.11
10	L	000	000	811634	000	000	000	GENERAL FUND/SPOUSE/DEP'DT LIFE INSURANCE	-1,903.70	5,298.91	5,060.20	-2,142.41
10	L	000	000	811635	000	000	000	GENERAL FUND/DEPENDENT CARE - CHPT125	-15,662.17	49,109.55	40,482.49	-24,289.23
10	L	000	000	811636	000	000	000	GENERAL FUND/DENTAL-PPO CHAPTER 125	0.00	0.00	0.00	0.00

Fd T Loc Obj Func		Prj DeptJob		Fd T Loc Obj Func		Prj DeptJob		Beginning	2017-18	2017-18	Ending	
								Balance	FYTD Credits	FYTD Debits	Balance	
10	L	000	000	811637	000	000	000	GENERAL FUND/HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811638	000	000	000	GENERAL FUND/DENTAL-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811639	000	000	000	GENERAL FUND/ADDITIONAL LIFE INSURANCE	-9,326.75	37,067.76	36,308.20	-10,086.31
10	L	000	000	811640	000	000	000	GENERAL FUND/UNITED WAY	0.00	8,756.30	8,756.30	0.00
10	L	000	000	811641	000	000	000	GENERAL FUND/OTHER MEDICAL - CHPT 125	0.00	0.00	0.00	0.00
10	L	000	000	811642	000	000	000	GENERAL FUND/EBC - FLEX CLAIMS TAIL	0.00	0.00	0.00	0.00
10	L	000	000	811643	000	000	000	GENERAL FUND/HEALTH INS. - SELF PAY	0.00	114,728.21	34,719.44	-80,008.77
10	L	000	000	811644	000	000	000	GENERAL FUND/DENTAL INS. - SELF PAY	0.00	4,025.13	0.00	-4,025.13
10	L	000	000	811645	000	000	000	GENERAL FUND/LIFE INS - EMPLOYER CONTR	-16,241.81	38,221.66	42,587.32	-11,876.15
10	L	000	000	811647	000	000	000	GENERAL FUND/LIMITED FLEX PLAN-CHAPTER 125	650.51	6,164.64	4,431.28	-1,082.85
10	L	000	000	811648	000	000	000	GENERAL FUND/SUPPLEMENTAL LIFE INSURANCE	-5,107.98	19,287.62	18,695.13	-5,700.47
10	L	000	000	811650	000	000	000	GENERAL FUND/UNION DUES DEDUCTION	0.00	0.00	0.00	0.00
10	L	000	000	811652	000	000	000	GENERAL FUND/GREENHECK FIELDHOUSE MEMBERSHP	0.00	5,025.52	5,025.52	0.00
10	L	000	000	811665	000	000	000	GENERAL FUND/ROTH 403(b)	0.00	19,457.28	19,457.28	0.00
10	L	000	000	811670	000	000	000	GENERAL FUND/TSA'S	0.00	342,280.30	342,280.30	0.00
10	L	000	000	811673	000	000	000	GENERAL FUND/RETIREE HEALTH	0.00	127,473.09	19,864.02	-107,609.07
10	L	000	000	811674	000	000	000	GENERAL FUND/RETIREE DENTAL	0.00	5,134.44	855.74	-4,278.70
10	L	000	000	811675	000	000	000	GENERAL FUND/RETIREE LIFE	0.00	4,077.54	679.59	-3,397.95
10	L	000	000	811699	000	000	000	GENERAL FUND/MISCELLANEOUS	0.00	52,965.30	52,506.84	-458.46
10	L	000	000	811700	000	000	000	GENERAL FUND/INTEREST PAYABLE	-63,655.76	26,405.35	90,061.11	0.00
10	L	000	000	811810	000	000	000	GENERAL FUND/NET PAYROLL PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	811815	000	000	000	GENERAL FUND/NET EFT PAYABLE	0.00	31,187,667.00	31,187,667.00	0.00
10	L	000	000	811820	000	000	000	GENERAL FUND/VOUCHERS PAYABLE	-3,520,770.51	0.00	3,520,770.51	0.00
10	L	000	000	812000	000	000	000	GENERAL FUND/DUE TO OTHER FUNDS	-651,801.67	0.00	651,801.67	0.00
10	L	000	000	815100	000	000	000	GENERAL FUND/SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
10	L	000	000	815901	000	000	000	GENERAL FUND/OPEB 73	0.00	850,781.00	2,141.00	-848,640.00
10	L	000	000	816000	000	000	000	GENERAL FUND/DEFERRED REVENUES	0.00	0.00	0.00	0.00
10	L	000	000	816200	000	000	000	GENERAL FUND/DEFERRED REVENUE STATE AID	0.00	0.00	0.00	0.00
10	L	000	000	816903	000	000	000	GENERAL FUND/DEFER. REV.-VARIOUS CAMPS	-3,773.10	0.00	3,773.10	0.00
10	L	000	000	816905	000	000	000	GENERAL FUND/DEFERRED REVENUE-OTHER ICE USE	-4,981.63	0.00	4,981.63	0.00
10	L	000	000	816910	000	000	000	GENERAL FUND/DEF. REV. - IN TECH	0.00	0.00	0.00	0.00
10	L	000	000	817100	000	000	000	GENERAL FUND/HEALTH-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	817101	000	000	000	GENERAL FUND/SECURITY PREMIUM PAYABLE	-824,211.94	4,592,822.55	5,354,703.36	-62,331.13
10	L	000	000	817150	000	000	000	GENERAL FUND/HRA PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	817200	000	000	000	GENERAL FUND/DENTAL-CLAIMS PAYABLE	-150,917.35	440,212.41	456,402.34	-134,727.42
10	L	000	000	819107	000	000	000	GENERAL FUND/CONF ROOM A - ED IMPROVEMENT	0.00	0.00	0.00	0.00
10	L	000	000	842300	000	000	000	GENERAL FUND/LONG-TERM BONDS PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	842350	000	000	000	GENERAL FUND/38 FUND TAXABLE BONDS	0.00	0.00	0.00	0.00
10	Q	000	000	000000	000	000	000	GENERAL FUND/N/A	0.00	0.00	0.00	0.00
10	Q	000	000	911000	000	000	000	GENERAL FUND/FIXED ASSETS - L.T.D.	0.00	0.00	0.00	0.00

		Beginning		2017-18		2017-18		Ending	
Fd	T Loc Obj Func Prj DeptJob	Fd	T Loc Obj Func Prj DeptJob	Balance	FYTD Credits	FYTD Debits	Balance	Balance	
10	Q 000 000 912000 000 000 000	GENERAL FUND/FIXED ASSETS - TAX LEVY		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 914000 000 000 000	GENERAL FUND/FIXED ASSETS-ACCUM DEPRECIATN		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 916000 000 000 000	GENERAL FUND/FIXED ASSETS - DONATIONS		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 931000 000 000 000	GENERAL FUND/FUND BALANCE-RESERVED		0.00	2,436,796.31	2,195,353.31	-241,443.00	0.00	
10	Q 000 000 931700 000 000 000	GENERAL FUND/FUND BALANCE - L.T.D.		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 932000 000 000 000	GENERAL FUND/FUND BALANCE-CASH FLOW		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 936120 000 000 000	GENERAL FUND/Cont Oblig-Restricted Fund Bal		-340,000.00	0.00	0.00	-340,000.00	0.00	
10	Q 000 000 936320 000 000 000	GENERAL FUND/Debt Service Retirement		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 936500 000 000 000	GENERAL FUND/Food Service Fund Balance		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 936900 000 000 000	GENERAL FUND/Fund Balance-Restricted Other		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 938900 000 000 000	GENERAL FUND/Assigned Fund Balance		0.00	0.00	0.00	0.00	0.00	
10	Q 000 000 939200 000 000 000	GENERAL FUND/WORKING CAPITAL (CASH FLOW)		-8,477,822.34	45,264,405.36	29,775,901.07	-23,966,326.63	0.00	
10	Q 000 000 939900 000 000 000	GENERAL FUND/Unassigned Fund Balance		0.00	0.00	0.00	0.00	0.00	
10	- - - - -			0.00	235,590,298.70	235,590,298.70	0.00	0.00	

Fd T Loc		Obj Func		Prj DeptJob		Fd T Loc		Obj Func		Prj DeptJob		Beginning	2017-18	2017-18	Ending
												Balance	FYTD Credits	FYTD Debits	Balance
27	A	000	000	711000	000	000	000	SPECIAL	EDUCATION	FUND/CLAIM ON CASH		567,134.00	3,962,497.21	653,116.86	-2,742,246.35
27	A	000	000	711100	000	000	000	SPECIAL	EDUCATION	FUND/PAYROLL CLEARANCE ACCOUNT		0.00	3,822,628.49	3,822,628.49	0.00
27	A	000	000	711105	000	000	000	SPECIAL	EDUCATION	FUND/A/P ACH Cash Account Intercity		0.00	0.00	0.00	0.00
27	A	000	000	712000	000	000	000	SPECIAL	EDUCATION	FUND/INVESTMENTS		0.00	575,925.74	877,469.76	301,544.02
27	A	000	000	713200	000	000	000	SPECIAL	EDUCATION	FUND/ACCOUNTS RECEIVABLE		0.00	4,667.00	4,667.00	0.00
27	A	000	000	714100	000	000	000	SPECIAL	EDUCATION	FUND/DUE FROM OTHER FUNDS		0.00	0.00	0.00	0.00
27	A	000	000	715420	000	000	000	SPECIAL	EDUCATION	FUND/DUE FROM CESA		0.00	0.00	0.00	0.00
27	A	000	000	715600	000	000	000	SPECIAL	EDUCATION	FUND/DUE FROM FED GOVERNMENT		267,952.76	267,952.76	0.00	0.00
27	L	000	000	000000	000	000	000	SPECIAL	EDUCATION	FUND/N/A		0.00	0.00	0.00	0.00
27	L	000	000	811200	000	000	000	SPECIAL	EDUCATION	FUND/ACCOUNTS PAYABLE		-18,548.01	305,845.12	324,393.13	0.00
27	L	000	000	811558	000	000	000	SPECIAL	EDUCATION	FUND/AP STAPLES		0.00	0.00	0.00	0.00
27	L	000	000	811610	000	000	000	SPECIAL	EDUCATION	FUND/MEDICARE		-8,035.29	0.00	8,035.29	0.00
27	L	000	000	811611	000	000	000	SPECIAL	EDUCATION	FUND/FICA		-34,358.05	0.00	34,358.05	0.00
27	L	000	000	811620	000	000	000	SPECIAL	EDUCATION	FUND/RETIREMENT DEDUCTION		-38,090.60	0.00	38,090.60	0.00
27	L	000	000	811628	000	000	000	SPECIAL	EDUCATION	FUND/HSA - EMPLOYER CONTRIBUTIONS		0.00	0.00	0.00	0.00
27	L	000	000	811630	000	000	000	SPECIAL	EDUCATION	FUND/DENTAL-PPO CONTRIBUTION		0.00	0.00	0.00	0.00
27	L	000	000	811633	000	000	000	SPECIAL	EDUCATION	FUND/DISABILITY INS DEDUCTION		-1,982.28	0.00	1,982.28	0.00
27	L	000	000	811645	000	000	000	SPECIAL	EDUCATION	FUND/LIFE INS - EMPLOYER CONTR		-908.08	0.00	908.08	0.00
27	L	000	000	811815	000	000	000	SPECIAL	EDUCATION	FUND/NET EFT PAYABLE		0.00	5,407,521.39	5,407,521.39	0.00
27	L	000	000	811820	000	000	000	SPECIAL	EDUCATION	FUND/VOUCHERS PAYABLE		-560,158.75	0.00	560,158.75	0.00
27	L	000	000	812000	000	000	000	SPECIAL	EDUCATION	FUND/DUE TO OTHER FUNDS		0.00	0.00	0.00	0.00
27	L	000	000	815100	000	000	000	SPECIAL	EDUCATION	FUND/SELF FUNDED PREMIUM DEPOSITS		0.00	0.00	0.00	0.00
27	L	000	000	817101	000	000	000	SPECIAL	EDUCATION	FUND/SECURITY PREMIUM PAYABLE		-160,466.87	0.00	160,466.87	0.00
27	L	000	000	817150	000	000	000	SPECIAL	EDUCATION	FUND/HRA PAYABLE		0.00	0.00	0.00	0.00
27	L	000	000	817200	000	000	000	SPECIAL	EDUCATION	FUND/DENTAL-CLAIMS PAYABLE		-12,538.83	0.00	12,538.83	0.00
27	Q	000	000	000000	000	000	000	SPECIAL	EDUCATION	FUND/N/A		0.00	0.00	0.00	0.00
27	Q	000	000	931000	000	000	000	SPECIAL	EDUCATION	FUND/FUND BALANCE-RESERVED		0.00	92,711.63	78,332.38	-14,379.25
27	Q	000	000	932000	000	000	000	SPECIAL	EDUCATION	FUND/FUND BALANCE-CASH FLOW		0.00	0.00	0.00	0.00
27	Q	000	000	936120	000	000	000	SPECIAL	EDUCATION	FUND/Cont Oblig-Restricted Fund Bal		0.00	0.00	0.00	0.00
27	Q	000	000	936320	000	000	000	SPECIAL	EDUCATION	FUND/Debt Service Retirement		0.00	0.00	0.00	0.00
27	Q	000	000	936500	000	000	000	SPECIAL	EDUCATION	FUND/Food Service Fund Balance		0.00	0.00	0.00	0.00
27	Q	000	000	936900	000	000	000	SPECIAL	EDUCATION	FUND/Fund Balance-Restricted Other		0.00	0.00	0.00	0.00
27	Q	000	000	938900	000	000	000	SPECIAL	EDUCATION	FUND/Assigned Fund Balance		0.00	0.00	0.00	0.00
27	Q	000	000	939200	000	000	000	SPECIAL	EDUCATION	FUND/WORKING CAPITAL (CASH FLOW)		0.00	0.00	0.00	0.00
27	Q	000	000	939900	000	000	000	SPECIAL	EDUCATION	FUND/Unassigned Fund Balance		0.00	1,810,902.31	4,265,983.89	2,455,081.58
27	-	---	---	-----	---	---	---					0.00	16,250,651.65	16,250,651.65	0.00

		Beginning		2017-18		2017-18		Ending													
Fd	T	Loc	Obj	Func	Prj	Dept	Job	Fd	T	Loc	Obj	Func	Prj	Dept	Job	Balance	FYTD	Credits	FYTD	Debits	Balance
50	A	000	000	711000	000	000	000	FOOD	SERVICE	FUND/CLAIM ON CASH						906,809.89	749,549.43		677,522.65	834,783.11	
50	A	000	000	711100	000	000	000	FOOD	SERVICE	FUND/PAYROLL CLEARANCE ACCOUNT						0.00	386,971.16		386,971.16	0.00	
50	A	000	000	711105	000	000	000	FOOD	SERVICE	FUND/A/P ACH Cash Account Intercity						0.00	0.00		0.00	0.00	
50	A	000	000	711200	000	000	000	FOOD	SERVICE	FUND/PETTY CASH						93.00	0.00		0.00	93.00	
50	A	000	000	712000	000	000	000	FOOD	SERVICE	FUND/INVESTMENTS						0.00	247,861.02		247,861.02	0.00	
50	A	000	000	713200	000	000	000	FOOD	SERVICE	FUND/ACCOUNTS RECEIVABLE						898.45	898.45		0.00	0.00	
50	A	000	000	714100	000	000	000	FOOD	SERVICE	FUND/DUE FROM OTHER FUNDS						0.00	0.00		0.00	0.00	
50	A	000	000	715600	000	000	000	FOOD	SERVICE	FUND/DUE FROM FED GOVERNMENT						21,059.12	21,059.12		0.00	0.00	
50	L	000	000	000000	000	000	000	FOOD	SERVICE	FUND/N/A						0.00	0.00		0.00	0.00	
50	L	000	000	811200	000	000	000	FOOD	SERVICE	FUND/ACCOUNTS PAYABLE						-3,258.59	361,181.78		364,440.37	0.00	
50	L	000	000	811558	000	000	000	FOOD	SERVICE	FUND/AP STAPLES						0.00	0.00		0.00	0.00	
50	L	000	000	811610	000	000	000	FOOD	SERVICE	FUND/MEDICARE						-158.59	0.00		158.59	0.00	
50	L	000	000	811611	000	000	000	FOOD	SERVICE	FUND/FICA						-678.27	0.00		678.27	0.00	
50	L	000	000	811620	000	000	000	FOOD	SERVICE	FUND/RETIREMENT DEDUCTION						-750.19	0.00		750.19	0.00	
50	L	000	000	811630	000	000	000	FOOD	SERVICE	FUND/DENTAL-PPO CONTRIBUTION						0.00	0.00		0.00	0.00	
50	L	000	000	811633	000	000	000	FOOD	SERVICE	FUND/DISABILITY INS DEDUCTION						0.00	0.00		0.00	0.00	
50	L	000	000	811645	000	000	000	FOOD	SERVICE	FUND/LIFE INS - EMPLOYER CONTR						0.00	0.00		0.00	0.00	
50	L	000	000	811815	000	000	000	FOOD	SERVICE	FUND/NET EFT PAYABLE						0.00	410,628.00		410,628.00	0.00	
50	L	000	000	811820	000	000	000	FOOD	SERVICE	FUND/VOUCHERS PAYABLE						-11,031.71	0.00		11,031.71	0.00	
50	L	000	000	812000	000	000	000	FOOD	SERVICE	FUND/DUE TO OTHER FUNDS						0.00	0.00		0.00	0.00	
50	L	000	000	815000	000	000	000	FOOD	SERVICE	FUND/DEPOSITS PAYABLE-FAMILY BALANC						0.00	0.00		0.00	0.00	
50	L	000	000	815100	000	000	000	FOOD	SERVICE	FUND/SELF FUNDED PREMIUM DEPOSITS						0.00	0.00		0.00	0.00	
50	L	000	000	815900	000	000	000	FOOD	SERVICE	FUND/OTHER DEPOSITS PAYABLE						-78,835.14	0.00		0.00	-78,835.14	
50	L	000	000	817101	000	000	000	FOOD	SERVICE	FUND/SECURITY PREMIUM PAYABLE						0.00	0.00		0.00	0.00	
50	L	000	000	817150	000	000	000	FOOD	SERVICE	FUND/HRA PAYABLE						0.00	0.00		0.00	0.00	
50	L	000	000	817200	000	000	000	FOOD	SERVICE	FUND/DENTAL-CLAIMS PAYABLE						0.00	0.00		0.00	0.00	
50	Q	000	000	000000	000	000	000	FOOD	SERVICE	FUND/N/A						0.00	0.00		0.00	0.00	
50	Q	000	000	931000	000	000	000	FOOD	SERVICE	FUND/FUND BALANCE-RESERVED						50.40	31,448.85		26,581.57	-4,816.88	
50	Q	000	000	932000	000	000	000	FOOD	SERVICE	FUND/FUND BALANCE-CASH FLOW						0.00	0.00		0.00	0.00	
50	Q	000	000	936120	000	000	000	FOOD	SERVICE	FUND/Cont Oblig-Restricted Fund Bal						0.00	0.00		0.00	0.00	
50	Q	000	000	936320	000	000	000	FOOD	SERVICE	FUND/Debt Service Retirement						0.00	0.00		0.00	0.00	
50	Q	000	000	936500	000	000	000	FOOD	SERVICE	FUND/Food Service Fund Balance						-834,198.37	696,258.59		779,232.87	-751,224.09	
50	Q	000	000	936900	000	000	000	FOOD	SERVICE	FUND/Fund Balance-Restricted Other						0.00	0.00		0.00	0.00	
50	Q	000	000	938900	000	000	000	FOOD	SERVICE	FUND/Assigned Fund Balance						0.00	0.00		0.00	0.00	
50	Q	000	000	939200	000	000	000	FOOD	SERVICE	FUND/WORKING CAPITAL (CASH FLOW)						0.00	0.00		0.00	0.00	
50	Q	000	000	939900	000	000	000	FOOD	SERVICE	FUND/Unassigned Fund Balance						0.00	0.00		0.00	0.00	
50	-	---	---	-----	---	---	---								0.00	2,905,856.40		2,905,856.40		0.00	

						Beginning	2017-18		Ending	
						Balance	FYTD Credits	FYTD Debits	Balance	
Fd	T	Loc	Obj	Func	Prj DeptJob	Fd T Loc Obj Func Prj DeptJob				
80	A	000	000	711000	000 000 000	COMMUNITY SERVICE FUND/CLAIM ON CASH	50,343.75	730,566.70	543,699.98	-136,522.97
80	A	000	000	711001	000 000 000	COMMUNITY SERVICE FUND/COMM SERV MINIMUM BALANCE	0.00	0.00	250.00	250.00
80	A	000	000	711100	000 000 000	COMMUNITY SERVICE FUND/PAYROLL CLEARANCE ACCOUNT	0.00	390,559.09	390,559.09	0.00
80	A	000	000	711105	000 000 000	COMMUNITY SERVICE FUND/A/P ACH Cash Account Intercity	0.00	0.00	0.00	0.00
80	A	000	000	711200	000 000 000	COMMUNITY SERVICE FUND/PETTY CASH	1,030.00	0.00	0.00	1,030.00
80	A	000	000	711300	000 000 000	COMMUNITY SERVICE FUND/HOLDING ACCOUNT-CASH	0.00	0.00	0.00	0.00
80	A	000	000	712000	000 000 000	COMMUNITY SERVICE FUND/INVESTMENTS	0.00	0.00	0.00	0.00
80	A	000	000	713100	000 000 000	COMMUNITY SERVICE FUND/TAXES RECEIVABLE	0.00	0.00	150,000.00	150,000.00
80	A	000	000	713200	000 000 000	COMMUNITY SERVICE FUND/ACCOUNTS RECEIVABLE	82,975.54	82,975.54	0.00	0.00
80	A	000	000	713205	000 000 000	COMMUNITY SERVICE FUND/RECEIVABLE UNCOLLECTED	4,889.56	3,445.56	0.00	1,444.00
80	A	000	000	714100	000 000 000	COMMUNITY SERVICE FUND/DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
80	L	000	000	000000	000 000 000	COMMUNITY SERVICE FUND/N/A	0.00	0.00	0.00	0.00
80	L	000	000	811200	000 000 000	COMMUNITY SERVICE FUND/ACCOUNTS PAYABLE	-25,015.71	256,397.56	281,413.27	0.00
80	L	000	000	811225	000 000 000	COMMUNITY SERVICE FUND/CMTY ED CK ACCT PAYABLE	0.00	0.00	0.00	0.00
80	L	000	000	811558	000 000 000	COMMUNITY SERVICE FUND/AP STAPLES	0.00	0.00	0.00	0.00
80	L	000	000	811610	000 000 000	COMMUNITY SERVICE FUND/MEDICARE	-187.67	0.00	187.67	0.00
80	L	000	000	811611	000 000 000	COMMUNITY SERVICE FUND/FICA	-2,858.75	0.00	2,858.75	0.00
80	L	000	000	811620	000 000 000	COMMUNITY SERVICE FUND/RETIREMENT DEDUCTION	-882.10	0.00	882.10	0.00
80	L	000	000	811628	000 000 000	COMMUNITY SERVICE FUND/HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
80	L	000	000	811630	000 000 000	COMMUNITY SERVICE FUND/DENTAL-PPO CONTRIBUTION	0.00	0.00	0.00	0.00
80	L	000	000	811633	000 000 000	COMMUNITY SERVICE FUND/DISABILITY INS DEDUCTION	0.00	0.00	0.00	0.00
80	L	000	000	811645	000 000 000	COMMUNITY SERVICE FUND/LIFE INS - EMPLOYER CONTR	0.00	0.00	0.00	0.00
80	L	000	000	811815	000 000 000	COMMUNITY SERVICE FUND/NET EFT PAYABLE	0.00	418,433.12	418,433.12	0.00
80	L	000	000	811820	000 000 000	COMMUNITY SERVICE FUND/VOUCHERS PAYABLE	-39,852.00	0.00	39,852.00	0.00
80	L	000	000	812000	000 000 000	COMMUNITY SERVICE FUND/DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
80	L	000	000	816900	000 000 000	COMMUNITY SERVICE FUND/DEFER.REV.-SCHL.AGE CARE	-8,244.10	0.00	8,244.10	0.00
80	L	000	000	816901	000 000 000	COMMUNITY SERVICE FUND/DEFER.REV.-YOUTH ACTIVITY FEES	-38,507.04	0.00	38,507.04	0.00
80	L	000	000	816902	000 000 000	COMMUNITY SERVICE FUND/DEFER.REV.-ADULT & FAMILY FEES	0.00	0.00	0.00	0.00
80	L	000	000	816903	000 000 000	COMMUNITY SERVICE FUND/DEFER.REV.-VARIOUS CAMPS	-12,099.04	0.00	12,099.04	0.00
80	L	000	000	816904	000 000 000	COMMUNITY SERVICE FUND/Deferred Revenue Preschool Fee	0.00	0.00	0.00	0.00
80	L	000	000	816905	000 000 000	COMMUNITY SERVICE FUND/DEFERRED REVENUE-OTHER ICE USE	0.00	0.00	0.00	0.00
80	L	000	000	816906	000 000 000	COMMUNITY SERVICE FUND/DEFERRED REV. - CARE CORNER	0.00	0.00	0.00	0.00
80	L	000	000	816907	000 000 000	COMMUNITY SERVICE FUND/DEF.REV.-POOL ACTIVITY FEES	-252.00	0.00	252.00	0.00
80	L	000	000	816908	000 000 000	COMMUNITY SERVICE FUND/DEF.REV.-GPH BUILDING RENTAL	-910.00	0.00	910.00	0.00
80	L	000	000	816909	000 000 000	COMMUNITY SERVICE FUND/DEF.REV.-HS HOCKEY	-720.00	0.00	720.00	0.00
80	L	000	000	816911	000 000 000	COMMUNITY SERVICE FUND/DEF. REVENUE - MEMBERSHIPS	-8,835.78	0.00	8,835.78	0.00
80	L	000	000	816913	000 000 000	COMMUNITY SERVICE FUND/REF. REV.-GHF CONCESSIONS	-874.66	0.00	874.66	0.00
80	L	000	000	817101	000 000 000	COMMUNITY SERVICE FUND/SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
80	L	000	000	817200	000 000 000	COMMUNITY SERVICE FUND/DENTAL-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
80	Q	000	000	000000	000 000 000	COMMUNITY SERVICE FUND/N/A	0.00	0.00	0.00	0.00

		Beginning		2017-18		2017-18		Ending							
		Balance		FYTD Credits		FYTD Debits		Balance							
Fd	T	Loc	Obj	Func	Prj	Dept	Job	Fd	T	Loc	Obj	Func	Prj	Dept	Job
80	Q	000	000	931000	000	000	000	COMMUNITY SERVICE FUND/FUND BALANCE-RESERVED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	931896	000	000	000	COMMUNITY SERVICE FUND/TOURNAMENT ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	932000	000	000	000	COMMUNITY SERVICE FUND/FUND BALANCE-CASH FLOW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	936120	000	000	000	COMMUNITY SERVICE FUND/Cont Oblig-Restricted Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	936320	000	000	000	COMMUNITY SERVICE FUND/Debt Service Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	936500	000	000	000	COMMUNITY SERVICE FUND/Food Service Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	936900	000	000	000	COMMUNITY SERVICE FUND/Fund Balance-Restricted Other	0.00	726,205.22	710,004.19				-16,201.03
80	Q	000	000	938900	000	000	000	COMMUNITY SERVICE FUND/Assigned Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	939200	000	000	000	COMMUNITY SERVICE FUND/WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	Q	000	000	939900	000	000	000	COMMUNITY SERVICE FUND/Unassigned Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
80	-	---	---	-----	---	---	---		0.00	2,608,582.79	2,608,582.79				0.00

Fd T Loc Obj Func				Prj DeptJob				Fd T Loc Obj Func				Prj DeptJob				
								Beginning	2017-18		2017-18		Ending			
								Balance	FYTD Credits		FYTD Debits		Balance			
Grand Asset Totals								21,691,415.88	140,189,900.32		143,445,673.02		24,947,188.58			
Grand Liability Totals								-12,039,445.57	66,106,760.95		76,078,327.24		-2,067,879.28			
Grand Equity Totals								-9,651,970.31	51,058,728.27		37,831,389.28		-22,879,309.30			
Grand Totals								0.00	257,355,389.54		257,355,389.54		0.00			

Number of Accounts: 214

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

GIFTS/DONATIONS TO THE SCHOOL DISTRICT

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

Donor: COMMUNITY FOUNDATION
(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: 500 1ST ST, SUITE 2600 WAUSAU, WI 54403

Description of Gift/Donation: BEYOND PENCILS GRANT

Estimated Value: 3,000

Given to: D.C. EVEREST BAND DEPARTMENT - JOE FINNEGAN
(school, organization of a school, employee, etc.)

Date Received: 11/15/17

Recipient - District employee we may contact with questions: JOE FINNEGAN

Purpose of Gift/Donation: MUSIC TECHNOLOGY

Principal Approval of Gift: YES NO

Thomas Williams
(Principal's Signature)

All gifts, grants, 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.

8/23/16

GIFTS/DONATIONS TO THE SCHOOL DISTRICT

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

Donor: Community Foundation of NC 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: Sue@cfoncw.org

OR

Donor Address: _____

Description of Gift/Donation: \$3760-

Estimated Value: _____

Given to: Riverside Elementary School
(school, organization of a school, employee, etc.)

Date Received: _____

Recipient - District employee we may contact with questions: Pat Hughes

Purpose of Gift/Donation: Riverside Robotics - Lego Mindstorm kits (8)

Principal Approval of Gift: X YES _____ NO

K. Kam
(Principal's Signature)

All gifts, grants, 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

Kam
(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.

8/23/16



D.C. Everest Area School District

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

Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel 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. Kristine Gilmore, Superintendent

FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

RE: Approval of Performance Contract Amendment

DATE: December 13, 2017

The district is requesting the board approve an amended performance contract with Nexus Solutions, LLC. The initial contract was approved by the School Board on June 28, 2017. The amendment is required due to the fact that the district decided to reduce the amount of money to be levied outside the revenue limits for the energy efficiency projects (Act 32). This adjusted amount was approved by the board when it approved the District levy for 2017-2018 during the October 25, 2017 School Board Meeting. As a result, Nexus needed to adjust the scope of work. The attached contract outlines the changes to the scope of work and includes the recitals describing the changes. It also describes the amendment commencement date.

The district recommends the approval of the Amended Contract with NEXUS Solutions, LLC.

PERFORMANCE CONTRACT

PARTIES: Nexus Solutions, LLC (Nexus)
10 West Mifflin Street, Suite 210
Madison, Wisconsin 53703

DC Everest School District (Client)
6300 Alderson Street
Schofield, Wisconsin 54476

RECITALS:

1. The Parties entered into a Performance Contract Dated June 28, 2017 (the "Performance Contract") where Nexus agreed to perform certain work and services as identified in the Performance Contract.
2. Nexus and the Client have decided to amend this Performance Contract to include a revised scope of work known as PC1 Amendment incorporating the same terms and conditions as they agreed upon for the Performance Contract.
3. Nexus and Client therefore have agreed to modify and amend the Performance Contract as outlined in this Performance Contract Amendment (the "PC Amendment").

AMENDMENT COMMENCEMENT DATE. This PC Amendment shall be effective as of December 13, 2017 (the "Effective Date") with work on the revised Scope of Work (see Schedule 1 attached) commencing on December 13, 2017 (the "Commencement Date"). The work shall be completed in accordance with the Project Schedule which is attached hereto as Schedule 5. The work in each phase shall be completed by the Substantial Completion Date outlined in the attached Project Schedule, subject to adjustments in the Performance Contract.

AMENDMENT OF PERFORMANCE AGREEMENT. The Performance Agreement for the Phase 3 scope of work is hereby amended as follows:

- Delete Schedule 1 in the Performance Contract in its entirety and replace with the Attached Schedule 1;
- Delete Schedule 2 in the Performance Contract in its entirety and replace with the Attached Schedule 2;
- Delete Schedule 3 in the Performance Contract in its entirety and replace with the Attached Schedule 3;
- Delete Schedule 4 in the Performance Contract in its entirety and replace with the Attached Schedule 4;
- Delete Schedule 5 in the Performance Contract in its entirety and replace with the Attached Schedule 5;

The remaining terms and conditions of the Performance Contract shall remain unedited and in full force an effect for the revised Scope of work. The terms and conditions of the Performance Contract shall remain in full force and effect and unaltered for the revised scope of work (including specifically but not limited to the Performance guarantee).

Dated: December 13, 2017

NEXUS SOLUTIONS, LLC:

Signature: _____

Printed Name: Michael J. David

Title: Director of Business Development

Signature: _____

Printed Name: Brent Jones, PE

Title: Director of Development & Operations

CLIENT:

Signature: _____

Printed Name: Jason Jablonski

Title: Board President

Signature: _____

Printed Name: Rita A. Kasten

Title: Board Clerk

SCOPE OF WORK SCHEDULE

SUMMARY OF WORK: The following summarizes the Work to be provided by Nexus under this Agreement, as further defined below:

This project includes the following services:

1. Design and construction documents as required to implement each building improvement measure.
2. Construction management services as required for turnkey installation completed in a professional and workmanlike manner.
3. Installation of the proposed improvements.
4. Guarantee control documents to established agreed-upon baselines for each facility.
5. All management services required to ensure that the improvements will perform as designed.
6. Guaranteed compliance with all life safety upgrade codes is not part of this Agreement.
7. The improvements made by Nexus shall be in compliance with indoor air quality standards, but compliance with all indoor air quality standards by the Client is not part of this Agreement.
8. Asbestos removal/abatement and/or testing is not part of this Agreement.

Dated: December 13, 2017

NEXUS SOLUTIONS, LLC:

Signature: _____

Printed Name: Michael J. David

Title: Director of Business Development

Signature: _____

Printed Name: Brent Jones, PE

Title: Director of Development & Operations

CLIENT:

Signature: _____

Printed Name: Jason Jablonski

Title: Board President

Signature: _____

Printed Name: Rita A. Kasten

Title: Board Clerk

D.C. Everest Area School District – Scope of Work

DCSH-ME-16: \$381,273:

Air Handling Unit Refurbishment – Units A-C

- Cleaning – Vacuum all interior accessible insulation, components, and casing
- Pre-installation test – Test existing scheduled information and report before any refurbishment occurs
- Filters – Replace roll filters with MERV 8/11 flat filtration and associated racking
- Fans – Extend lubrication lines and lubricate bearings. Perform vibration and balancing tests if fans are unstable or unbalanced
- Dampers – Replace all dampers
- Insulation – Remove all exposed insulation and replace with closed cell fiber-free liner inside the air handling unit. Insulate all heating and chilled water piping branch piping that is exposed
- Caulking – Caulk closed any existing openings or penetrations that are leaking air

Air Handling Unit Upgrades – Units A-C

- Chilled Water Coils – Replace 7 total coils and drain pans with new fabricated stainless steel pans
- Variable Frequency Drive – Replace Unit A cold deck supply fan VFD including wiring/startup
- Safety Grates – Install 7 seven grates over floor duct takeoffs in the supply fan plenum
- Thermometers – Replace heating and chilled water thermometers that are not functional
- Door – Fix 1 door that is not functional

Air Handling Unit Controls Conversion – Units A-C

- Replace existing pneumatic outside air and return air damper actuators with modulating DDC actuators
- Replace existing pneumatic heating and chilled water valve actuators with 2-way modulating DDC actuators
- Provide new Tridium open protocol software and associated hardware for DDC air handling unit sequencing, trending, alarming, and sensor replacement
- Provide shop drawings for review of startup, shutdown, fan/damper/coil operations for economizer, occupied/unoccupied, warm-up/cool-down optimization, low temperature limit, high pressure limit, emergency shutdown and fire alarm shutdown. Shop drawings will include cutsheets, diagrams, and written sequence operation and setpoints

2001 Building Addition Controls Conversion

- Replace all room temperature sensors, panels, hardware, and software as required to upgrade to the Tridium Niagara platform in the 2001 Building Addition

DCSH-LI-1: \$734,650

LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.
- Balance of Senior High School lighting retrofit will be completed in Phase 2.

SAVINGS GUARANTEE SCHEDULE

1. **DEFINITIONS.** The following terms are defined for purposes of this Schedule as follows:

Project Savings are the Measured Project Savings, plus the Non-Measured Project Savings.

Annual Guaranteed Project Savings are the portion of the Total Guaranteed Project Savings to be achieved in any one year of the Guarantee Term, calculated and adjusted as set forth in this Schedule.

Annual Project Savings are the Project Savings achieved for any one year of this Agreement.

Project Savings Surplus is the amount by which the Annual Project Savings exceed the Annual Guaranteed Project Savings in any one-year of the Guarantee Term.

Project Savings Shortfall is the amount by which the Annual Guaranteed Project Savings exceeds the Annual Project Savings in any one-year of the Guarantee Term.

Guarantee Term is the term of this Savings Guarantee. As outlined in paragraph 2 of this Agreement, the Guarantee Term shall coincide with the term of Services and shall be 12 months from the Substantial Completion Date, unless terminated earlier.

Installation Period means the period between the Commencement Date and the first day of the month following the Substantial Completion Date. For purposes of the annual reconciliation, Project Savings achieved during the Installation Period shall be considered Project Savings achieved during the first year of the Guarantee Term.

Measured Project Savings are achieved and calculated as set forth in paragraph 3, Reconciliation, of this Schedule.

Non-Measured Project Savings are the Project Savings that have been agreed by the parties will be deemed achieved on the Substantial Completion Date and are set forth in Exhibit 2 of this Schedule. Nexus and the Client agree that Non-Measured Project Savings may include, but are not limited to, future capital or operational costs avoided as a result of this Agreement.

Total Guaranteed Project Savings are the Total Guaranteed Project Savings to be achieved during the entire Guarantee Term, calculated and adjusted as set forth in this Schedule.

Total Project Savings are the Project Savings achieved during the entire term of this Agreement.

Equipment is the product(s) installed by Nexus, its subcontractors and/or its agents as outlined in Schedule 1 (Scope of Work).

Service is the scope of work provided by Nexus, its subcontractors and/or its agents as outlined in Schedule 3 (Service Schedule).

Base Line is the agreed upon calculated figures and/or usage amounts that reflect existing conditions and assumptions as set forth in Schedule 2, Exhibit 4.

2. **GUARANTEE.** Subject to the terms and conditions of this Agreement, Nexus guarantees that the Client will achieve \$1,889,773 of Total Guaranteed Project Savings during the Term of the Agreement.
3. **RECONCILIATION.** Within 60 days after the Substantial Completion Date, or earlier if otherwise specified in this Performance Contract, Nexus will calculate the Project Savings achieved during the Installation Period, using the methods approved by Client and defined in the Exhibits to this Schedule, and advise the Client of the amount of such Project Savings. The frequency and the methods of

reconciliation to be used during the Guarantee Term have been approved by the Client at the time that this Agreement was executed and are defined in the Exhibits attached to this Schedule. Except by agreement of the parties, no changes to the frequency or methods of reconciliation may be made during the Installation Period or Guarantee Term.

Client agrees and acknowledges that Nexus shall not be responsible for the achievement of Non-Measured Project Savings, as the actual realization of those Non-Measured Project Savings is not within Nexus's control. Client acknowledges that it has evaluated sufficient information to believe that the Non-Measured Project Savings will occur. As a result, Non-Measured Project Savings shall not be measured or monitored at any time during the Guarantee Term, but rather shall be deemed achieved on the Substantial Completion Date.

- 4. CHANGES IN USE.** The Client agrees to notify Nexus, within five (5) business days, of any actual or intended change as determined by the School Board, whether before or during the Guarantee Term, in the use of any facility or equipment to which this Schedule applies, or of any other condition arising before or during the Guarantee Term, that reasonably could be expected to change the amount of Project Savings to which this Schedule applies. Such a change or condition would include, but is not limited to: changes in the primary use of any facility; significant changes to the hours of operation of any facility; changes or modifications to the Equipment or Services provided under this Agreement; failure of the premises to meet local building codes; changes in utility suppliers, method of utility billing, or method of utility purchasing; improper maintenance of the Equipment or of any related equipment; changes to the equipment or to any facility required by changes to local building codes; material increases or changes in production or use of the facility, or additions or deletions of equipment at any facility. Such a change or condition need not be identified in the Base Line in order to permit Nexus to make an adjustment to the Base Line, however, any such adjustment shall remain subject to Client's reasonable review and approval. If Nexus does not receive the notice within the time period specified above and travels to either the Client's location or the project site to determine the nature and scope of such changes, Client agrees to pay Nexus, in addition to any other amounts due under this Performance Contract, the applicable current hourly consulting rate for the time it took to determine the changes and to make any adjustments and/or corrections to the project as a result of the changes, plus all out-of pocket expenses, including travel costs. It shall also be the responsibility of the Client to provide and install sub meters on all utilities on all new construction and/or additions as deemed necessary by Nexus.

Upon receipt of such notice, or if Nexus independently learns of any such change or condition, Nexus shall calculate and send to the Client a notice of adjustment to the Base Line to reflect the impact of such change or condition, and the adjustment shall become effective as of the date that the change or condition first arose. Should the Client fail to provide Nexus with notice of any such change or condition, Nexus may make reasonable estimates as to the impact of such change or condition and as to the date on which such change or condition first arose in calculating the impact of such change or condition, and such estimates shall be conclusive. All changes to the Base Line shall remain subject to Client's reasonable review and approval.

- 5. PROJECT SAVINGS SURPLUSES OR SHORTFALLS.** If the Annual Project Savings during a specific year of the Guarantee Term is less than the Annual Guaranteed Project Savings for that year, Client is entitled to the full benefit of the Annual Guaranteed Project Savings, and Nexus may apply the Project Savings Shortfall against any unpaid balances from the Client then existing under the Agreement. If there are any remaining amounts, Nexus may, where permitted by law, (a) carry over the difference to the next year of the Performance Contract so as to increase the Annual Guaranteed Project Savings in that year or (b) at the Client's written election, pay the Client any remaining Project Savings Shortfall(s), however Nexus reserves the right to bill Client for these Project Savings shortfall payments should subsequent years of the Agreement yield Project Savings surpluses. Upon the agreement of the parties, Nexus

may also provide additional products or services, in the value of the shortfall, at no additional cost to the Client. Where Project Savings shortfalls have occurred, Nexus reserves the right, subject to the approval of the Client, which shall not be unreasonably withheld, to implement additional operational improvements or conservation measures, at no cost to the Client that will generate additional Project Savings in future years of the Guarantee Term. Such payment or credit shall be the sole and exclusive remedy of the Client for any failure by Nexus to achieve guaranteed Project Savings under this Agreement, including any alleged breach of any other express or implied warranty of Project Savings. Nexus may credit any Project Savings Surplus, in whole or in part, toward the Annual Guaranteed Project Savings in any future year of the Guarantee Term and/or as provided on Schedule 2 Exhibit 1. At the end of the Term, if the final reconciliation shows a Project Savings Shortfall, Nexus shall pay Client that amount within 60 days, and if the final reconciliation shows a Project Savings Surplus, Client shall retain all such savings.

The following Exhibits are attached and made part of this Schedule:

- | | |
|-----------|--|
| Exhibit 1 | Reconciliation & Guaranteed Project Savings Allocation |
| Exhibit 2 | Non-Measured Project Savings |
| Exhibit 3 | Responsibilities of Nexus and Client |
| Exhibit 4 | Measurement and Verification |
| Exhibit 5 | District/School Calendar |

RECONCILIATION & GUARANTEED PROJECT SAVINGS ALLOCATION

Calendar Year ¹	Utility Savings ²	O&M Savings ³	Operational Cost Avoidance Savings ³	Total Guaranteed Project Savings
2017	implementation	implementation	implementation	implementation
2018	implementation	implementation	implementation	implementation
2019	implementation	implementation	implementation	implementation
2020	\$ 33,965	\$ 8,582	\$ 114,854	\$ 157,401
2021	\$ 35,324	\$ 8,925	\$ 119,448	\$ 163,697
2022	\$ 36,737	\$ 9,282	\$ 124,226	\$ 170,245
2023	\$ 38,206	\$ 9,654	\$ 129,195	\$ 177,055
2024	\$ 39,734	\$ 10,040	\$ 134,363	\$ 184,137
2025	\$ 41,324	\$ 10,441	\$ 139,737	\$ 191,502
2026	\$ 42,977	\$ 10,859	\$ 145,327	\$ 199,162
2027	\$ 44,696	\$ 11,293	\$ 151,140	\$ 207,129
2028	\$ 46,483	\$ 11,745	\$ 157,186	\$ 215,414
2029	\$ 48,343	\$ 12,215	\$ 163,473	\$ 224,031
Total	\$ 407,787	\$ 103,036	\$ 1,378,949	\$ 1,889,773

Notes:

- (1) The implementation period will occur in 2017, 2018 and 2019. In addition to Utility Savings and O&M Savings, Implementation Period Savings will also include Utility Rebates.
- (2) Utility Savings is a Measured Project Savings on a one-time basis only. A single measurement will be done at the conclusion of the installation period. Once Nexus shows the savings meet or exceed the Year One guarantee level, the savings from this one-time measurement shall be extrapolated across the entire 10 years and the entire guarantee obligation deemed met; from this point forward, Utility Savings be considered a Non-measured Project Savings with no additional Measurement and Verification required. The Utility Savings in the table above are based on anticipated increases in unit energy costs as set forth in Schedule 2, Exhibit 4.
- (3) Operations and Maintenance (O&M) Savings and Operational Cost Avoidance are Non-measured Project Savings. O&M Savings in the table above are based on the escalation rates as shown in Schedule 2, Exhibit 2.

NEXUS SOLUTIONS, LLC:

CLIENT:

Initials: _____

Initials: _____

NON-MEASURED PROJECT SAVINGS

The Project Savings identified below shall be Non-Measured Project Savings (as defined above) under this Schedule. The amount of the Non-Measured Project Savings shall be deemed to increase during each year of the Guarantee Term by the escalation percentages set forth below.

Operations & Maintenance Savings	2018 Project Savings	Escalation
Mechanical & Environmental Systems	\$1,906	4%
Electrical & Lighting Systems	\$6,029	4%
Total Annual O&M Savings	\$ 7,935	4%
One-time Stipulated Savings	Estimated Amount	Escalation
Estimated Utility Rebate (2017)	\$ -	n/a
Total One-time Stipulated Savings	\$ -	n/a
Year	Annual Operational Cost Avoidance	Escalation
1	\$ 114,854	4%
2	\$ 119,448	4%
3	\$ 124,226	4%
4	\$ 129,195	4%
5	\$ 134,363	4%
6	\$ 139,737	4%
7	\$ 145,327	4%
8	\$ 151,140	4%
9	\$ 157,186	4%
10	\$ 163,473	4%
\$ 1,378,949		

NEXUS SOLUTIONS, LLC:

Initials: _____

CLIENT:

Initials: _____

RESPONSIBILITIES OF CLIENT

This Exhibit details the individual responsibilities of Nexus and of the Client, not otherwise set forth in this Performance Contract, in connection with the management and administration of the Savings Guarantee.

1. Provide Nexus, its subcontractors, and its agents reasonable access to all facilities and properties that are subject to the Work and/or Measurement & Verification Services, in accordance with a schedule agreed upon by both parties.
2. Provide a secure space on the job site for material storage, meeting room, and toilet facilities for construction personnel.
3. Provide timely reviews and approvals of design submissions, proposed change orders, and other project documents.
4. Provide any as-built and record drawings of any existing structures at the project sites that are in Client's possession.
5. Provide any environmental studies, reports and impact statements in Client's possession describing environmental conditions, including but not limited to hazardous conditions or materials in existence at the project sites.
6. Provide assistance to Nexus in obtaining any permits, approvals, and licenses that are Nexus' responsibility to obtain as set forth in Schedule 1. Obtain any permits, approvals, and licenses that are necessary for the performance of the Work and are not Nexus' responsibility to obtain as set forth in Schedule 1, as reasonably requested by Nexus.
7. Properly maintaining and performing appropriate preventative maintenance on all equipment and building systems affecting the Guaranteed Project Savings in accordance with manufacturer's standards and specifications.
8. Providing utility bills, reports and similar information reasonably necessary to administering Nexus' obligations under the Guaranteed Project Savings within ten (10) days of Nexus' request.
9. Provide all records relating to energy or water usage and related maintenance of the premises and relevant equipment, and applicable to the Work or Services, as reasonably requested by Nexus.
10. Conduct regular training as needed to try to ensure that the Client's maintenance personnel are properly trained on the Equipment throughout the term of this Agreement.
11. Provide the installation at Client's facility and monthly cost of electronic access (internet or dedicated telephone line) used by the direct digital control (DDC) system for on-line analysis, data transfer, troubleshooting, and programming between Nexus and the Client's facilities
12. Replace or repair, as appropriate, any faulty equipment (excluding any equipment under warranty for which Nexus is responsible under this Agreement) that may affect the Savings Guarantee.

NEXUS SOLUTIONS, LLC:

CLIENT:

Initials: _____

Initials: _____

**MEASUREMENT AND VERIFICATION
TABLE OF CONTENTS**

SAVINGS SUMMARY 13
 SAVINGS SUMMARY 13

UTILITY BASELINE 13
 UTILITIES 13
 WEATHER DATA 13

MEASURE & VERIFY PROCEDURE 16
 MECHANICAL AND ENVIRONMENTAL IMPROVEMENTS 163
 LIGHTING IMPROVEMENTS 17

MEASUREMENT AND VERIFICATION

For the purposes of this contract the following operating schedules, temperatures, and building use are mutually agreed upon. Deviations from these operating parameters, which cause in an increase in energy consumption, may result in a baseline adjustment (increased baseline energy use). Baseline adjustments will be calculated using standard American Society of Heating Refrigeration & Air Conditioning Engineers (ASHRAE) calculation methods.

The basic savings calculation is:

$$\text{Baseline Energy Cost} - \text{Post Retrofit Energy Cost} = \text{Energy Savings}$$

Energy costs are calculated using the baseline rates defined below where:

$$\text{Energy Cost} = \text{Energy Units} \times \text{Energy Rate}$$

A summary of the savings included in this contract is given below:

Savings Summary

Building Improvement Measure (BIM) Description	Annual Utility Savings
Mechanical & Environmental Systems	\$1,180
Electrical & Lighting Systems	\$32,785
Total Projects	\$33,965

UTILITY BASELINE

Utilities

The utility baseline was calculated using data obtained for the annual period from April 2016 to March 2017. For the purposes of calculating cost avoidance the following terms are mutually agreed upon:

Floor Rates

Floor rates establish the minimum rate used to calculate cost avoidance. The floor rates will be escalated annually by 4%. Floor rates shall be the baseline rates shown below escalated annually by 4% or current rate (whichever is higher).

Electric Baseline Energy Rates

The floor electrical energy rate is the minimum electrical energy rate used to calculate electrical kilowatt-hour cost avoidance. The floor electrical energy rate is shown in the table below.

Electrical Baseline Demand Rates

The floor electrical demand rate is the minimum electrical demand rate used to calculate electrical kilowatt demand cost avoidance. The floor electrical demand rate is shown in the table below.

Electric Baseline Rates

Building	Energy	Blended Energy (On Peak + Demand)
	\$/kWH	\$/kWH
D.C Everest Senior High School	\$0.104	\$0.137

Thermal Baseline Fuel Rates

The floor baseline fuel rate is the minimum average fuel rate used to calculate fuel cost avoidance (natural gas savings). The floor average fuel rate is shown in the table below.

Thermal Baseline Rates

Building	Natural Gas
	\$/therm
D.C Everest Senior High School	\$0.50

Baseline Operating Conditions

For the purposes of this contract the following Baseline Operating Conditions - schedules, setpoints, equipment and building use are mutually agreed upon. Additional baseline information is contained in the Appendix and within the Savings Measurement and Verification section below. Deviations from these operating parameters, which cause an increase in energy consumption, may result in a baseline adjustment. Baseline adjustments will be calculated using standard American Society of Heating Refrigeration & Air Conditioning Engineers (ASHRAE) calculation methods. For the purposes of calculating cost avoidance the following Baseline Operating Conditions are mutually agreed upon:

Building	Square Footage	Students
D.C Everest Senior High School	254,219	1185

School equipment, usage and occupancy is based on the 2016-2017 school year.

Ventilation & Cooling Baseline Adjustment

The ventilation and cooling baseline adjustments estimate the impact of improved ventilation and cooling as a result of installing new equipment that meets current guidelines for ventilation and comfort. Negative adjustments mean an increase to your utility budget. Parameters include increases in outside air ventilation and the addition of cooling tonnage. The adjustment calculations are based on current equipment operating conditions including:

- Occupancy
- Schedules
- Thermostat setpoints
- Use of cooling

Actual consumption will vary depending on how the equipment is operated. Customers who operate the new equipment under tight schedules and limit their use of cooling may see a lower adjustment. Likewise customers who increase their use of cooling or extend operating hours could exceed these estimates. Other factors that could impact actual use versus estimated use include:

- Changes in weather

- Changes in facility operation
- Changes in operating schedules or building use
- New construction, remodeling, or additions.

Weather Data

Savings calculations are based on standard American Society of Heating Refrigeration & Air Conditioning Engineers (ASHRAE) calculation methods. Historical weather data is used in the savings calculations to model outside conditions. These are typically in degree-day or bin temperature format obtained from weather stations close to the actual site.

For the purposes of calculating cost avoidance the following Weather data are mutually agreed upon:

Description:	HDD65 and CDD65 design values for Wausau, WI	
Source:	2009 ASHRAE Handbook - Fundamentals (IP)	
Station:	WAUSAU MUNICIPAL ARPT, WI, USA	
Station ID:	WMO# 726463	
Month	HDD	CDD
January	1,521	-
February	1,240	-
March	1,076	-
April	614	4
May	291	23
June	82	100
July	19	177
August	38	129
September	213	37
October	569	2
November	965	-
December	1,385	-
	8,013	472

MEASURE & VERIFY PROCEDURE

The following detail the methods used for measurement and verification of savings for each Building Improvement Measure (BIM):

Mechanical and Environmental Improvements

Applies to BIMs:

SHS-ME-1	Phase 1 Mechanical Equipment Refurbishment and DDC Control Upgrades
----------	---

Stipulated:

The following operating conditions and/or calculations are stipulated. The baseline kWh and Therm represent the energy used, under the current operating conditions, by the units included in the BIM. The percent savings represents the proposed reduction in energy consumption versus the baseline.

Baseline BIM kWh	143,779	30,101	143,779	127,505
Percent Savings	3.0%	2.02%	1.43%	2.0%

Baseline BIM Therms	-	-	-	5,682
Percent Savings	-	-	-	2.0%

Verification:

The Nexus M&V Engineer will provide documentation for the improvements. As-builts will be used to verify adherence to the proposed project scope.

Lighting Improvements

Applies to BIMs:

DCSH-LI-1	LED Lighting Upgrades
-----------	-----------------------

Verification:

For lighting measures pre and post retrofit power measurements will be taken of typical lighting circuits. Sample test measurements will be taken on approximately 10% of the fixtures of each fixture type that represents more than 3% (by quantity) of the overall project scope for each building.

The typical fixture wattage will be determined by dividing the circuit wattage by the number of fixtures on that circuit. Typical fixture wattages will be used for all fixtures of that type in the Lighting Summary Table.

$$\text{Typical Fixture wattage} = \frac{\text{lighting circuit kW measurement}}{\text{\# of fixtures on the lighting circuit.}}$$

The following variables represent expected baseline and proposed lighting conditions for equipment included in the project scope:

Area	Square Footage	Annual Lighting Hours	Baseline Lighting Power Density (Watts/sq. ft.)	Proposed Lighting Power Density (Watts/sq. ft.)
Area A - First Floor Classrooms/Offices	32,575	2,400	1.60	0.64
Area B - Commons & Second Floor IMC Support Areas	13,205	2,400	1.60	0.64
Area C - First & Second Floor Classrooms/Offices	58,258	2,400	1.60	0.64

2017-2018 D.C. Everest District Calendar

Board approved: 12/21/2016

July 2017						
Su	Mo	Tu	We	Th	Fr	Sa
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	
	31					

August 2017						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

Aug. 22-28 New Teacher Inservice
Aug. 29-31 All teachers report

September 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

Sept. 1 No teachers/no school
Sept. 4 Labor Day
Sept. 5 First day of school for students

October 2017						
Su	Mo	Tu	We	Th	Fr	Sa
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				

Oct. 26 No School - Professional Dev.
Oct. 27 No School

November 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

Nov. 3 Quarter 1 ends (42 days)
Nov. 6 No School - Teacher work day
Nov. 22 No school (Elem. P/T conf.)
Nov. 23-24 No School - Thanksgiving

December 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

December 25-January 1 - Winter Break

January 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30	31			

Jan. 1 No School-last day of winter break
Jan. 18 Semester 1 ends (Q2 - 44 days)
Jan. 19 No School - Teacher work day

February 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28			

Feb. 23 No School - Professional Dev.

March 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	

Mar. 22 Quarter 3 ends (Q3 - 43 days)
Mar. 23 No School - Teacher work day
Mar. 26-30 Spring break

April 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30					

May 2018						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

May 7 Possible snow make up day
May 28 No school - Memorial Day

June 2018						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

June 7 Last day of school for students (Q4 - 47 days)
June 8 Teacher work day

- Students' first and last days of school
- No School
- No School for students - Teacher Professional Development Day
- No School for students - New Teacher Inservice
- Teacher Work Day/Grading - No School for Students

- End of Quarter/Semester
- Possible snow make up day

176 Student school days

S1-86

S2-90

TECHNICAL SERVICES AGREEMENT

- 1. SCOPE OF SERVICE.** Nexus and the Client agree that the services checked below will be provided by Nexus.

<input checked="" type="checkbox"/> Measurement & Verification Services (year 1 only)	<input type="checkbox"/> Performance Consulting
<input checked="" type="checkbox"/> Annual Savings Report Preparation (year 1 only)	<input type="checkbox"/> Re-commissioning Services

- 2. DEFINITIONS.** In Schedule 3, “Energy-using Equipment” shall be defined as any equipment in the Client’s facilities that could reasonably affect the Savings Guarantee (Schedule 2).

- 3. CLIENT OBLIGATIONS AND COMMITMENTS TO NEXUS.** The Client warrants that, to the best of Client's knowledge, all Energy-using Equipment (other than Energy Using Equipment installed under the Performance Contract) is in good working condition and the Client has given Nexus all information of which Client is aware concerning the condition of the Energy-using Equipment. The Client agrees that, during the term of Schedule 3, the Client will:

- (a) operate and maintain the Energy-using Equipment according to the manufacturer's recommendations (other than repair and replacement pursuant to a warranty under this Agreement);
- (b) keep accurate and current work logs and information on the Energy-using Equipment as recommended by the manufacturer;
- (c) provide an adequate environment for Energy-using Equipment as recommended by the manufacturer or as recommended by Nexus, including adequate space, electrical power, air conditioning, and humidity control;
- (d) notify Nexus immediately of any Energy-using Equipment malfunction, breakdown, or other condition affecting the operation of the Energy-using Equipment;
- (e) allow Nexus to start and stop, periodically turn off, or otherwise change or temporarily suspend equipment operations so that Nexus can perform the services required under this Technical Services Agreement (Schedule 3), at dates and times agreed upon in advance by the parties; and
- (f) provide proper condenser and boiler water treatment, as necessary, for the proper functioning of Energy-using Equipment.

The Client acknowledges that its failure to meet these obligations will relieve Nexus of any responsibility for any breakdown, or any necessary repair or replacement, of any Energy-using Equipment and may require adjustments under Schedule 2, Savings Guarantee Schedule.

- 4. CHANGES TO ENERGY-USING EQUIPMENT.** To the extent permitted under the Performance Contract, the Client retains the right to make changes or alterations to the Energy-using Equipment. If, in Nexus's opinion, such changes or alterations substantially affect Nexus's services or obligations, Nexus shall notify the Client of the same within Thirty (30) days after Nexus learns of the change or intended change, and in such case, Nexus have the right to make appropriate changes to the scope or to the price of this Technical Services Agreement (Schedule 3) or to both and shall also be permitted to make adjustments to Schedule 2, Savings Guarantee Schedule, however, if Client rejects such changes Client may terminate this Agreement by giving Nexus written notice of termination within Thirty (30) days thereafter.

- 5. ACCESS.** The Client will give Nexus full access to all equipment that is either Energy-using Equipment or associated with it within 48 hours after Nexus requests such access. If access cannot be timely provided, Nexus's obligations under this Technical Services Agreement (Schedule 3) will be suspended until such access to the equipment is provided. Matters affecting Nexus's access to the equipment may include, but are not limited to, the removal, replacement, repair, refinishing, restoration, reconstruction, or other remedial actions taken by the Client with respect to Energy-using Equipment or to the Client's facility.

Suspension of Nexus' duties for this reason will not cancel or suspend any of the Client's obligations under this Technical Services Agreement.

- 6. EXCLUSIONS.** Nexus's services under this Technical Services Agreement (Schedule 3) do not include consulting, investigative, or forensic services to determine the reason for savings shortfalls (a) after the Client has agreed that

Total Guaranteed Project Savings have been met; (b) due to changes in use of the facility or changes to or additions of any Energy-using Equipment.

- 7. TERMINATION.** The Client may terminate this Technical Services Agreement before the end of the original Term. If these Technical Services are terminated by the Client, then the Saving Guarantee (Schedule 2) shall also terminate and all of Nexus' obligations related to Total Guaranteed Project Savings.

- 8. TERM AND PRICE.** The first-year price for Nexus' Services during the Term of this Service Schedule is \$2,500. The price for subsequent years, and the date payments are due is set forth on Schedule 4. The commencement date for these services shall be the date of Substantial Completion. The term shall be for one year from the date of Substantial Completion.

NEXUS SOLUTIONS, LLC:

Initials: _____

CLIENT:

Initials: _____

PRICE AND PAYMENT TERMS SCHEDULE

1. The Client shall make payments to Nexus for Work performed, as well as payments for Services rendered pursuant to Schedule 3, the Technical Services Agreement, as follows:

- (a) Nexus understands that Client has a budget for this work of \$1,115,923 (the "Project Budget"). Nexus based upon its experience and in its professional opinion believes and represents to the Client that the Project Budget is a reasonable price for the work contemplated in the Scope of Work. At all times, Nexus agrees to use its professional efforts and to act in the interest of the Client to help the Client keep the cost of the Work within the Project Budget.

Contract Price Guarantee. Following the completion of design services and Client's approval of the project plans and specifications, Nexus shall solicit bids for the trade contractor portions of the Work. These bids shall be presented to the Client. Upon receipt of the competitive bids for the Work, Nexus shall propose a Guaranteed Maximum Price ("GMP") for the performance and completion of all Work. The proposed GMP shall equal the sum of: (a) the total of all bids of subcontractors and sub-subcontractors selected to perform the Work plus the cost of any Work performed by Nexus and (b) a reasonable allowance for contingency, and (c) the Owner Direct Purchase items (collectively, "Proposed GMP"). Upon acceptance by the Client, the Proposed GMP shall become known as the Contract Price. If the Client rejects the Proposed GMP because it exceeds the Project Budget, the Client may take any of the following actions:

- (1) Give written approval of an increase to the Project Budget so that it matches the bid amounts;
- (2) Authorize rebidding or renegotiating of the Project within a reasonable amount of time;
- (3) In consultation with Nexus, revise the Project Scope of Work as required such that the Project Budget is not exceeded;
- (4) Terminate this Agreement; or
- (5) Implement any other mutually acceptable alternative.

If the Client chooses to proceed under option (3), Nexus, without additional compensation, shall modify the construction documents as necessary to meet the Project Budget. Nexus' modification of the construction documents shall be the limit of Nexus' contract price guarantee responsibility.

The Contract Price is not subject to increase except by a written change order signed by both parties, and then, only in the event of changes to the final project plans and specifications with respect to the project scope, materials, quality or unforeseen conditions, and only in an amount equal to the added cost due to such changes. If Client proposes additional work, and Nexus agrees to perform the additional work, Nexus' fees for the additional work shall be eighteen percent (18%) of the budget for the additional work.

Progress payments on the Contract Price shall be made to Nexus monthly on a percentage of completion basis, as set forth below. Upon execution of this Agreement, Nexus may submit its first Application for Payment, covering work performed to date plus an upfront payment equivalent to ten percent (10%) of the Project Budget.

Contract Price Reconciliation: At the conclusion of the project, if the sum of the actual cost of the work, plus the cost of Nexus' services and Owner Direct Purchases, is lower than the Contract Price, the Client shall be credited the difference.

Progress Payments: Nexus shall submit to Client before the second Application for Payment, a schedule of values, allocating the entire Contract Price to the various portions of the Work, prepared

in such form and supported by such data to substantiate its accuracy as the Client may require. This schedule, unless objected to by the Client, shall be used in reviewing Nexus' Applications for Payment. Monthly progress payments shall be made on account of design services rendered, and materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Client, payment may similarly be made for materials and equipment stored, and protected from damage, off the site at a location agreed upon in writing. Nexus warrants that title to all Work covered by an Application for Payment will pass to the Client no later than the time of payment. Nexus further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Client shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or other encumbrances adverse to the Client's interests.

The Client will, within ten days after receipt of the Application for Payment, either approve the Application for Payment or notify Nexus in writing of the reasons for withholding approval in whole or in part, which may include any of the following:

- .1 defective Work not remedied after notice from Client;
- .2 third party claims filed unless security acceptable to the Client is provided;
- .3 Nexus' failure to make payments to subcontractors or for labor, materials or equipment;

Any withholding shall be only in a reasonable amount to protect the Client from the claimed deficiency and the remainder shall be paid as provided herein. When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

Nexus shall pay each subcontractor, no later than seven days after receipt of payment, the amount to which the subcontractor is entitled, reflecting percentages actually retained from payments to Nexus on account of the subcontractor's portion of the Work. Nexus shall, by appropriate agreement with each subcontractor, require each subcontractor to make payments to sub-subcontractors in similar manner. Nexus shall obtain lien waivers from each subcontractor for each progress payment made and shall submit such lien waivers, along with a current lien waiver from Nexus, along with the next Application for Payment.

- (b) The price for the Technical Services Agreement in the first year is \$2,500, which will decrease to \$0 in the second year and inflate at an annual rate of four percent each year thereafter during the Term ("Services Price"). The Services Price amount will be paid to Nexus annually. These payments will be due and payable when the Client receives Nexus' invoice and in advance of the services Nexus is to provide and shall be made throughout the Term of the Technical Services Agreement.

- 2. CLIENT PURCHASE ORDERS.** The Client acknowledges and agrees that any purchase order issued by Client, in accordance with this Agreement, is intended only to establish payment authority for the Client's internal accounting purposes. No purchase order shall be considered to be a counteroffer, amendment, modification, or other revision to the terms of this Agreement. No term or condition included in the Client's purchase order will have any force or effect.

Dated: December 13, 2017

NEXUS SOLUTIONS, LLC:

Signature: _____

Printed Name: Michael J. David

Title: Director of Business Development

Signature: _____

Printed Name: Brent Jones, PE

Title: Director of Development & Operations

CLIENT:

Signature: _____

Printed Name: Jason Jablonski

Title: Board President

Signature: _____

Printed Name: Rita A. Kasten

Title: Board Clerk

**Schedule 5
Project Schedule**

D.C. Everest Area School District - Phase 1				
Selected Projects	BIM #	Building Improvement Measure (BIM) Description	Substantial Completion	Final Completion
x	DCSH-ME16	Air Handling Unit Refurbishment - Units A-C: Cold Deck Filter Conversion, Damper, Belt, & Liner Replacement, Caulk Penetrations and Vacuum Interior	March 30, 2018	June 30, 2018
x	DCSH-ME16	Air Handling Unit Upgrades - Units A-C	March 30, 2018	June 30, 2018
x	DCSH-ME16	Air Handling Unit Controls Conversion - Units A-C	March 30, 2018	June 30, 2018
x	DCSH-ME16	2001 Building Addition Controls Conversion - Sensor, Panel, Hardware & Software DDC Replacement	March 30, 2018	June 30, 2018
x	DCSH-LI-1	LED Lighting Upgrades	June 15, 2018	June 30, 2018



D.C. Everest Area School District

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

Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel 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. Kristine Gilmore, Superintendent
FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services
RE: Approval of Performance Contract
DATE: December 13, 2017

The district is requesting the board approve the attached Performance Contract for the purpose of completing energy efficiency projects via the authority of Wisconsin's Act 32.

PERFORMANCE CONTRACT

PARTIES: Nexus Solutions, LLC (Nexus)
10 West Mifflin Street, Suite 210
Madison, Wisconsin 53703

DC Everest School District (Client)
6300 Alderson Street
Schofield, Wisconsin 54476

AGREEMENT DOCUMENTS: In addition to the terms and conditions of this Performance Contract, incorporated into this Agreement are the following:

- Schedule 1: Scope of Work Schedule
- Schedule 2: Savings Guarantee Schedule
- Schedule 3: Technical Services Agreement
- Schedule 4: Price and Payment Terms Schedule
- Schedule 5: Project Schedule

- 1. SCOPE OF THE AGREEMENT.** Nexus agrees to design and install measures of improvement for the Client as more specifically provided in Schedule 1: Scope of Work. As a part of its work, Nexus will provide to Client the Savings Guarantee as outlined in Schedule 2. In addition, to the extent selected by Client, Nexus will provide the Services identified in Schedule 3: Technical Services Schedule. The Services will include those Services needed to monitor, measure, and achieve the identified and agreed upon Project Savings, included in and subject to the terms of the Savings Guarantee. The Client agrees to comply with its obligations under this agreement, and to take other reasonable actions that are necessary to achieve the Project Savings. Nexus shall supervise and direct the work delineated in the Scope of Work Schedule (the "Work") and the services outlined in the Technical Services Schedule (the "Services") and shall be solely responsible for all construction means, methods, techniques, sequences, and procedures and for coordinating all portions of the Work and Services under this Agreement. Nexus shall pay for all labor, materials, equipment, tools, construction equipment and machinery, transportation, and other facilities and services necessary for the proper execution and completion of the Work, whether temporary or permanent, and whether or not incorporated or to be incorporated in the Work and Services. The Client will make payments to Nexus in accordance with the terms and conditions of the Price and Payment Terms: Schedule 4.
- 2. COMMENCEMENT DATE.** This Agreement shall begin on December 13, 2017 (the "Commencement Date"). The work shall be completed in accordance with the Project Schedule which will be agreed upon by the parties and attached hereto as Schedule 5. The Work in each phase shall be completed by the Substantial Completion Date, which shall be the earlier of:
 - (a) the date on which the Client executes a Certificate of Substantial Completion for the particular phase; or
 - (b) The date of completion for each particular phase as outlined in the Project Schedule, subject to adjustments as set forth in Paragraph 3 below.

If the Work is divided into phases or individual projects for which individual prices have been negotiated, then separate Substantial Completion Dates shall apply to each phase or individual project. Substantial Completion means that Nexus has provided sufficient materials and services to achieve the basic intent

of the scope of work for that phase. The Services shall commence on the final Substantial Completion Date and shall continue for the time period outlined in Schedule 3. The Guarantee Term of the Savings Guarantee (see Schedule 2) shall coincide with the term of the Services Schedule (see Schedule 3). Because the continued work under this Agreement is essential to achieving the Savings Guarantee, any termination of this Agreement prior to the expiration of the Guarantee Term, or any material breach by the Client shall also terminate the Savings Guarantee.

- 3. DELAYS.** If Nexus is delayed in the commencement or completion of the Work and/or Services by causes beyond its control and without its own fault or negligence, including but not limited to inability to access property, fire, flood, labor disputes, unusual delays in deliveries, abnormal adverse weather conditions, acts of God, acts of war and acts of terrorism or by failure by the Client to perform its obligations under the Performance Contract and Schedules or failure by the Client to cooperate with Nexus in the timely completion of the Work, then Nexus shall provide written notice to the Client of the existence, extent of, and reason for such delays within thirty (30) days of the event giving rise to the delay. An equitable adjustment in Substantial Completion Date, Payment Terms and Savings Guarantee shall be made as a result.
- 4. ACCESS.** Client is responsible to provide Nexus, its subcontractors and/or its agents reasonable and safe access to all facilities and properties that are in the Client's control which are subject to the Work and Services contained in this Agreement. Client further agrees to assist Nexus, its subcontractors and/or its agents to gain access to facilities and properties that are not controlled by the Client which are subject to the Work and Services contained in this Agreement. An equitable adjustment in Substantial Completion Date, Payment Terms and Savings Guarantee shall be made as a result of any failure to grant such access.
- 5. CERTIFICATE OF SUBSTANTIAL COMPLETION.** Upon substantial completion of the Work, Nexus shall present to the Client a Certificate of Substantial Completion for the Client's signature. Client shall review and sign the Certificate of Substantial Completion within 10 days of the date it is presented by Nexus. If Client objects to the contents or disagrees that the certificate should be issued, then Client shall list its objections to Nexus in writing.
- 6. TAXES, PERMITS, AND FEES.** As a part of the Contract Price, Nexus shall be responsible for obtaining all permits and related permit fees associated with the Work and Services. Nexus shall pay sales, consumer, use, and other similar taxes and shall secure and pay for the building permit and other permits and governmental fees, licenses, and inspections necessary for proper execution. The Client shall be responsible for securing any necessary approvals, easements, assessments, or zoning changes and shall be responsible for real estate and personal property taxes where applicable. Nexus makes no representations regarding the tax implications or Client's accounting treatment of this Agreement.

The Client represents that it is a non-profit entity holding a Wisconsin Sales and Use Tax Exemption Certificate. In reliance on this representation, Nexus will purchase all materials and on a sales tax-exempt basis as permitted by Wis. Stats. §77.54(9m) (2013-2014), as the same may be amended or renumbered from time to time (collectively the "Tax-Exempt Items"). Owner agrees to defend, indemnify and hold the Construction Manager harmless from and against any claim, loss, cost, penalty or expense arising out of the assessment or imposition of any such sales tax assessed against Construction Manager in reliance on Owner's representation. At its sole option, the Owner may dispute, contest or otherwise resist this imposition or assessment of any such sales tax at no expense to Construction Manager. Construction Manager shall promptly notify the Owner of any actual or threatened imposition or assessment of a sales tax on any Tax-Exempt Items.

7. **WARRANTY.** Nexus warrants that materials and equipment furnished by Nexus will be of good quality and new and comply with the plans and specifications agreed upon by the parties; that the Work will be installed in a good and workmanlike manner; and that the Work will conform to applicable laws and the requirements of the Agreement Documents. Nexus warrants that the Work shall be free from defects in material and workmanship arising from normal usage for a period of one year from the Substantial Completion Date. Upon receiving written notice from the Client, Nexus shall, at its option, repair or replace the defective Work. These warranties do not extend to any Work that has been abused, altered, misused, or repaired by or on behalf of the Client without the supervision of and prior written approval of Nexus; or if Nexus serial numbers or warranty date decals have been removed or altered by the Client. The Client must promptly report any failure of the Equipment to Nexus in writing. All replaced Equipment or parts become Nexus's property.

THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE. ANY OTHER WARRANTIES EXPRESS OR IMPLIED ARE SPECIFICALLY WAIVED.

Client understands that Nexus is a provider of services under this Agreement. Nexus shall not be considered a merchant or a vendor of goods. The Client shall, in addition to Nexus' warranties under this Agreement, receive the benefits of any manufacturer's warranties covering the equipment, and all such warranties shall be assigned to and all information necessary to enforce such warranties shall be delivered to client within ten (10) days after Substantial Completion.

8. **CLEANUP.** Nexus shall keep the Work or Job's jobsite and the surrounding area (the "premises") free from accumulation of waste materials or rubbish caused by the Work and, upon completion of the Work, Nexus shall remove all waste materials, rubbish, tools, construction equipment, machinery, and surplus materials. On a daily basis, Nexus shall tidy up the Premises to remove any hazards, tools, and rubbish. Nexus acknowledges that the Work is being performed in school and as such, there is an increased need to maintain a clean and safe work area. Client shall notify Nexus if Client believes that the Premises are not maintained in an acceptable manner, and if Nexus does not take appropriate action to resolve the concern, Client may clean-up the Premises and deduct the cost of doing so from any amounts due and owing to Nexus.
9. **SAFETY.** Nexus shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Work or Services. Nexus shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities related to safety of persons or property.
10. **HAZARDOUS MATERIALS.** Except to the extent specifically noted in Schedule 1 as a part of the Scope of Work, Nexus and its subcontractors assume no responsibility for and undertake no obligations with respect to the identification, abatement, cleanup, control, removal, transportation or disposal of hazardous materials or substances, including but not limited to asbestos, lead, or PCBs, in or on the premises in which Nexus will be required to perform Work. Client represents that it has provided to Nexus all reports in Client's possession regarding hazardous materials on the Premises and has disclosed all known hazardous materials conditions. Should Nexus become aware of or suspect the presence of asbestos, lead, PCBs or other hazardous materials which may affect its work, Nexus shall stop work in the affected area immediately and notify the Client. The Client will have the option of (i) taking the necessary actions to correct the condition in accordance with all applicable statutes and regulations, or (ii) terminating this Agreement. The Client agrees to assume responsibility for and to indemnify, defend and

hold Nexus and its subcontractors harmless against any claims arising out of or relating to the presence of asbestos, lead PCBs or other hazardous materials in the Client's buildings unless such claims arise out of or relate to Nexus' or its subcontractors' failure to comply with the terms of this Agreement or due to Nexus' negligence or wrongful act or omission.

- 11. INSURANCE.** Prior to commencing the Work, Nexus shall provide a certificate of insurance to Client showing the insurance coverages Nexus carries, and Nexus shall maintain such insurance in full force and effect at all times until the Work and Services have been completed, in the following minimum amounts:

COVERAGES	LIMITS OF LIABILITY
Workmen's Compensation Insurance, including Employer's Liability	Statutory
Commercial General Liability Insurance.	\$1,000,000 One Occurrence \$2,000,000 Each Aggregate
Commercial Automobile Liability Insurance	\$500,000

Client shall procure builders' risk coverage and assume full responsibility for any risk of loss to the Work to the extent covered by Client's Insurance. Nexus shall be added as an additional insured on the builder's risk policy or endorsement. Client shall also be responsible for the expense of additional insurance coverage or limits if Client requests such insurance in excess of the limits identified in the above Insurance Table. In the event that the Client does not provide builder's risk insurance, or endorse its property policy to provide builder's risk coverage, within 30 days of contract execution, then Nexus may procure the builder's risk coverage and include the cost of the coverage in the Project Cost.

Client and Nexus waive all rights against each other and any of their subcontractors, subconsultants, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Agreement or other property insurance applicable to the Work, except such rights as they have to proceeds of such Insurance held by Client as fiduciary. The insurance policies referenced in this Agreement shall provide a waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have duty of indemnification, effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification.

- 12. INDEMNITY.** The Client assumes all risk and liability for the use, operation, and storage of the Equipment, and for injuries or death to persons or damage to property arising out of the use, operation, or storage of the Equipment, except for any injuries or death to persons or damage to property caused by the negligence or intentional misconduct of Nexus, its employees, agents or assigns. The Client shall indemnify and hold harmless Nexus, its employees, agents, and assigns from and against all claims, actions, damages, liabilities, and expenses, including attorney's fees, arising out of or related to this Agreement, but only to the extent caused by the negligence or intentional misconduct of Client; however, Client shall not indemnify or hold harmless Nexus or any other person for any claim, action, damage, liability or expense (including attorney's fees) for which Client's liability is limited by the Wisconsin Workers Compensation Act, and Client does not waive its statutory immunity for purposes of this indemnity or any other purpose.

Nexus shall indemnify and hold harmless the Client, its employees, agents, and assigns from and against all claims, actions, damages, liabilities, and expenses, including attorney's fees, arising out of or related to the Work, the Services, any claims of patent infringement and any claims of construction or materialman's lien made by any subcontractor or materialman. Nexus and the Client agree that each party shall be responsible only for such injury, loss, or damage caused by its own intentional misconduct or the negligent act or omission and the intentional misconduct or negligent act or omission of its employees, agents and assigns. The obligations of Nexus and of the Client under this paragraph are further subject to paragraph 13 below.

- 13. LIABILITY AND FORCE MAJEURE.** Neither Nexus nor Client will be responsible to the other party for any special, indirect, or consequential damages arising in any manner from the Work or Services. Neither party will be responsible to the other for damages, loss, injury, or delay caused by conditions that are beyond the reasonable control, and without the intentional misconduct or negligence, of that party. Such conditions include, but are not limited to: acts of God; acts of Government agencies; strikes; labor disputes; fire; explosions or other casualties; thefts; vandalism; riots or war; acts of terrorism; or unavailability of parts, materials or supplies. If this Agreement covers fire safety or security equipment, Client understands that Nexus is not an insurer regarding those services. Nexus shall not be responsible for any damage or loss that may result from fire safety or security equipment that fails to perform properly or fails to prevent a casualty loss as long as the failure is not due to Nexus negligence or intentional act or omission.
- 14. NEXUS' PROPERTY.** Other than Equipment specifically purchased by Client as outlined in the Schedules, all test equipment, software, tools, and associated media remain the exclusive property of Nexus. The Client agrees that they have been placed on the site to allow Nexus to perform the Work and Services but that they will be returned to Nexus at the end of the Guarantee Term or upon Termination of this Agreement. The Client agrees to allow Nexus personnel and/or Nexus authorized subcontractors or agents to retrieve and to remove all such materials remaining after installation or maintenance operations have been completed.
- 15. DISPUTES.** If a dispute arises under this Agreement, the parties shall promptly attempt in good faith to resolve the dispute by negotiation. All disputes not resolved by negotiation shall be submitted to mediation before a mediator jointly agreed to by the parties. The parties will equally split the costs of the mediation. If mediation is unsuccessful, the complaining party may then file litigation in a court of competent jurisdiction.
- 16. MODIFICATIONS.** Additions, deletions, and modifications to this Agreement may be made upon the agreement of the parties in writing. These modifications may take the form of additional phases of work or modifications to the original scope of Work or Services.
- 17. NOTICES.** All notices or communications related to this Agreement shall be in writing and shall be deemed served if and when sent by email or mailed by certified or registered mail to Nexus Solutions, LLC at the address listed on page 1 of this Performance Contract and to Client at the address listed on page 1 of this Performance Contract.
- 18. ENVIRONMENTAL CREDITS AND TAX DEDUCTIONS.** Any and all credits, allowances, or other similar tangible or intangible property rights created by or resulting from improvements in the emission or pollution characteristics of Client's facilities and operations caused by implementing Nexus's products or services provided under this Performance Contract ("Environmental Credits") shall be the sole property

of Nexus, and Client agrees to execute any and all certifications, assignments, or other documents reasonably required by Nexus to create, convey, or perfect Nexus's rights in such Environmental Credits. Nexus shall have the right to trade, sell, or use these Environmental Credits in its sole discretion and without the approval of Client.

Client and Nexus recognize that the designer under this project may be eligible for a tax deduction for energy efficient commercial buildings under §179D of the Internal Revenue Code. Client and Nexus agree and recognize that Nexus will be the designer of this project for purposes of the §179D deduction. Client will cooperate with Nexus in completing the paperwork and certifications necessary to allow Nexus to claim any §179D or other energy efficient commercial buildings tax deduction.

19. PROVISION OF UTILITY BILLS. As part of its services and monitoring of the Savings Guarantee, Nexus must have continual access to all of the Client's Utility Bills. During the term of this Agreement, Client shall provide the Utility Bills or requested reports for all buildings and locations covered by this Agreement to Nexus within five (5) days of Client receipt of those Utility Bills. The Utility Bills shall where possible be transmitted by email to the address provided by Nexus. If email transmittal is not possible, they will be transmitted by another means agreeable to both Nexus and the Client. Utility Bills shall include, but not limited to, energy, telecommunications, water, wastewater, sewerage and other utility bills for the buildings in which the Work is performed to the extent deemed useful in the management of this Agreement by Nexus. If the Client does not provide the requested utility bills for four consecutive months, and such failure continues for ten (10) business days after receipt of written notice from Nexus regarding the same, Client accepts and acknowledges that Nexus may at its sole option cancel the Savings Guarantee as described on Schedule 2. In the event Nexus cancels the Savings Guarantee as provided herein, all of Nexus's obligations under the Savings Guarantee during the Guarantee Term shall be deemed to have been met as of the cancellation date, and Nexus shall have no further obligations to the Client pursuant to the Savings Guarantee. Nexus shall not be responsible for failures to meet the Savings Guarantee in future years if the failure is due at least in part to the inability of Nexus to adjust the operation of the systems as a result of not having access to the Utility Bills as required pursuant to this Section.

20. PAYMENT AND PERFORMANCE BONDS. Nexus will provide to Client separate performance and labor and material payment bonds, each in the sum of 100% of the Contract Price. Notwithstanding anything contained in this Contract to the contrary, the bonds identified in this Contract, and the surety's liability thereunder, shall not cover the Savings Guarantee as outlined in Schedule 2. It is expressly understood and agreed that any liability arising from Schedule 2 is expressly excluded from the coverage under the bonds.

21. STATUTORY LIABILITY. All terms of this Agreement are subject to the limitation of liability granted to Client under Wis. Stat. 893.80; nothing in this Agreement shall be construed as a waiver by Client of any provision of Wis. Stat. 893.80.

22. ADDITIONAL TERMS.

- A. Any failure of either party to require strict performance by the other, or any waiver by either party of any requirement under this Agreement, shall not be deemed to be a consent to or a waiver of any subsequent failure or breach by the other party.
- B. If any provision of this Agreement is invalid under any applicable law, that provision shall not apply, but the remaining provisions shall apply as written.

- C. The captions and titles in this Agreement are for convenience only and shall not affect the interpretation or meaning of this Agreement.
- D. This Agreement is the full Agreement between Nexus and the Client as of the date it is signed. All previous conversations, correspondence, agreements, or representations related to this Agreement (including any Project Development Agreement) are not part of the Agreement between Nexus and the Client and are superseded by this Agreement.
- E. This Agreement shall be construed in accordance with the laws of the state of the location of the Project.
- F. If there is more than one Client named in this Agreement, the liability of each shall be joint and several.

Dated: _____

NEXUS SOLUTIONS, LLC:

Signature: _____

Printed Name: Michael J. David

Title: Director of Business Development

Signature: _____

Printed Name: Brent Jones, PE

Title: Director of Development & Operations

CLIENT:

Signature: _____

Printed Name: Jason Jablonski

Title: Board President

Signature: _____

Printed Name: Rita A. Kasten

Title: Board Clerk

SCOPE OF WORK SCHEDULE

SUMMARY OF WORK: The following summarizes the Work to be provided by Nexus under this Agreement, as further defined below:

This project includes the following services:

1. Design and construction documents as required to implement each building improvement measure.
2. Construction management services as required for turnkey installation completed in a professional and workmanlike manner.
3. Installation of the proposed improvements.
4. Guarantee control documents to established agreed-upon baselines for each facility.
5. All management services required to ensure that the improvements will perform as designed.
6. Guaranteed compliance with all life safety upgrade codes is not part of this Agreement.
7. The improvements made by Nexus shall be in compliance with indoor air quality standards, but compliance with all indoor air quality standards by the Client is not part of this Agreement.
8. Asbestos removal/abatement and/or testing is not part of this Agreement.

Dated: _____

NEXUS SOLUTIONS, LLC:

Signature: _____

Printed Name: Michael J. David

Title: Director of Business Development

Signature: _____

Printed Name: Brent Jones, PE

Title: Director of Development & Operations

CLIENT:

Signature: _____

Printed Name: Jason Jablonski

Title: Board President

Signature: _____

Printed Name: Rita A. Kasten

Title: Board Clerk

D.C. Everest Area School District – Phase 2 Scope of Work

Evergreen Elementary

EES-ME-5: Cabinet Heaters and Glycol Addition to Heating Water

- Provide up to three cabinet heaters for vestibules/entries
- Provide propylene glycol and fill station
- Provide associated general, electrical and controls

EES-ME-8: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

EES-ME-9: Heat Pump Controls Upgrades

- Provide heat pump controller, thermostat, and associated wiring for 31 heat pumps
- Map new control points, update graphics, programming, and startup

EES-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (464 interior, 3 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide up to 18 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Hatley Elementary

HES-ME-9: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

HES-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (107 interior, 5 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Mountain Bay Elementary

MBES-ME-3: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

MBES-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (1,008 interior, 44 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide up to 28 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Riverside Elementary

RSES-ME-5: Cabinet Heaters and Glycol Addition to Heating Water

- Provide up to three cabinet heaters for vestibules/entries
- Provide propylene glycol and fill station
- Provide associated general, electrical and controls

RSES-ME-10: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

RSES-ME-11: Heat Pump Controls Upgrades

- Provide heat pump controller, thermostat, and associated wiring for 31 heat pumps
- Map new control points, update graphics, programming, and startup

RSES-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (499 interior, 18 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide up to 62 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Rothschild Elementary

RCES-ME-1: Pneumatic-DDC Controls Conversion & Demand Control Ventilation for Gymnasium

- Remove all pneumatic thermostats, accessible tubing, air compressor and accessories

- Provide new DDC room and pipe/duct sensors, wiring, damper and valve actuators
- Provide DDC software/hardware, graphics, programming, and training
- Provide carbon dioxide/VFD control of Gymnasium air handling units

RCES-ME-9: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

RCES-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (411 interior, 19 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Weston Elementary

WES-ME-6a: 1962 Gym AHU Replacement with Variable Frequency Drive and Thermal Equalizers

- Provide new air handling unit with filters, fan, VFD, heating water coil; sized for future cooling
- Provide thermal equalizers to Gymnasium
- Provide associated general, electrical and controls

WES-ME-7: Kiln/Kitchen Exhaust Fan/Hood Upgrades

- Provide a kiln hood and exhaust fan and relocate kiln closer to Art Room
- Provide exhaust hood and fan above dishwasher
- Provide associated general, electrical and controls

WES-ME-8: 1962 Exhaust Fan Replacements

- Replace up to five exhaust fans selected with staff (EC motors wherever possible)
- Replace curbing and accessories whenever not able to be reused
- Provide associated general, electrical and controls

WES-ME-9: Add Domestic Water Heater for Additional Capacity

- Provide high efficiency, condensing water heater to supplement existing heat exchanger
- Provide associated general, electrical and controls

WES-ME-10: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

WES-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard and replace utility-owned lighting with District-owned poles/lighting (555 interior, 20 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities

- Provide dimming capability for all LED's installed; provide up to 9 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Middle School

DCMS-ME-4: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

DCMS-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (1,429 interior, 32 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide up to 12 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Junior High School

DCJH-ME-1: Pneumatic-DDC Controls Conversion & Demand Control Ventilation for Gymnasium

- Remove all pneumatic thermostats, accessible tubing, air compressor and accessories
- Provide new DDC room and pipe/duct sensors, wiring, damper and valve actuators
- Provide DDC software/hardware, graphics, programming, and training
- Provide carbon dioxide/VFD control of Gymnasium air handling unit

DCJH-ME-2c: 1951 Steam Conversion to Hot Water & 1951/62/91 Classroom Unit Ventilator Conversion to Displacement Ventilation

- Remove all steam and condensate equipment, accessible piping and accessories
- Convert all steam coils that will not be replaced with heating water coils
- Provide high efficiency, condensing boilers, distribution pumps with VFD's
- Provide propylene glycol and fill station, inline filter, and Spirovent air/dirt separator
- Remove all unit ventilators/fan coil units, louvers, ductwork and accessories
- Provide rooftop or indoor air handling units with energy recovery wheels and associated duct distribution system to provide the code required ventilation air to the classrooms
- Provide overhead VAV boxes which will regulate air from the energy recovery unit to meet space airflow requirements
- Provided externally insulated supply air ductwork
- Provide air diffusing equipment/cabinets low for introduction of air to the space, where possible
- Provide ducted return air system

- Provide premium efficiency motors and variable frequency drives on the supply and return fans
- Install sound attenuators to minimize HVAC system noise
- Enclose ductwork in soffits, if needed, for improved sound control and appearance
- Extend hot water heating piping as required for new energy recovery ventilation units and provide heating water coils and the associated piping to meet the space heating requirements
- Provide finned tube radiation on spaces with exterior wall exposure, where required
- Provide new air-cooled chiller and piping with distribution pumps with VFD's
- Provide associated general, electrical and controls

DCJH-ME-7: 2001 Cafeteria Air Handling Unit & Rooftop Unit Consolidation & Cooling Addition

- Provide rooftop or indoor air handling units and associated duct distribution system
- Provide ducted return air system
- Provide premium efficiency motors and variable frequency drives on the supply and return fans
- Install sound attenuators to minimize HVAC system noise
- Enclose ductwork in soffits, if needed, for improved sound control and appearance
- Extend chilled water from central plant to new air handling unit
- Provide associated general, electrical and controls

DCJH-ME-11: 1951 Exhaust Fan/Hood Replacements

- Replace up to six exhaust fans/hoods selected with staff (EC motors wherever possible)
- Replace curbing and accessories whenever not able to be reused
- Provide associated general, electrical and controls

DCJH-ME-14: Domestic Water Heater Replacement

- Provide high efficiency, condensing water heaters and storage tank, if needed
- Provide associated general, electrical and controls

DCJH-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard and replace utility-owned lighting with District-owned poles/lighting (1,382 interior, 32 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide up to 4 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Senior High School

DCSH-ME-1: 1969 Pneumatic-DDC Controls Conversion & Demand Control Ventilation for Gymnasium, Lobby, Auditorium, and Technical Education

- Remove all pneumatic thermostats, accessible tubing, air compressor and accessories
- Provide new DDC room and pipe/duct sensors, wiring, damper and valve actuators
- Provide DDC software/hardware, graphics, programming, and training
- Provide carbon dioxide control of Gymnasium, Lobby, Auditorium and Technical Education air handling units with VFD control of Gymnasium, Auditorium, Metals and Woods

DCSH-ME-2: 1969 Dual Duct Box Conversion to VAV & Air Handling Unit Heating Coil Addition

- Replace dual duct boxes with overhead VAV boxes which will regulate air from the air handling units "A-C" to meet space airflow requirements
- Extend hot water heating piping as required for new air handling unit "A-C" heating water coils and the associated piping to meet the unit discharge heating requirements
- Provide associated general, electrical and controls

DCSH-ME-4: Chiller Water Plant Conversion to Air-Cooled Chiller for Additional Cooling Capacity

- Remove existing chiller and cooling tower and accessories
- Provide new air-cooled chiller and piping with distribution pumps with VFD's
- Provide ethylene glycol and fill station, inline filter, and Spirovent air/dirt separator
- Provide associated general, electrical and controls

DCSH-ME-5: Gymnasium Cooling and Thermal Equalizer Additions

- Provide new chilled water coils, piping, and accessories in existing air handling unit
- Insulate casing and ductwork required due to condensation; route condensate piping to floor drain
- Extend chilled water from central plant to new air handling unit
- Provide thermal equalizers to Gymnasium
- Provide associated general, electrical and controls

DCSH-ME-10: Technical Education Cooling Addition

- Provide new chilled water coils, piping, and accessories in (4) existing air handling units
- Insulate casing and ductwork required due to condensation; route condensate piping to floor drain
- Extend chilled water from central plant to air handling units
- Provide associated general, electrical and controls

DCSH-ME-15: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

DCSH-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard and replace utility-owned lighting with District-owned poles/lighting (1,931 interior, 21 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed; provide up to 16 tunable SPED light fixtures
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

DCSH-POOL-7: Pool Cover Addition

- Provide pool cover, retraction system, supports, and automation
- Provide associated general, electrical and controls

Everest Building

EB-ME-3: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

EB-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (204 interior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities
- Provide dimming capability for all LED's installed
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

Administration Building

ADM-ME-1: Retro-Commissioning

- Provide existing control verification and report of existing HVAC systems

ADM-LI-1: LED Lighting Upgrades

- Replace T8 lamps and CFLs with new LED lamps or LED fixtures per District standard (97 interior, 3 exterior)
- Re-engineer where appropriate to maintain proper light levels and minimize fixture quantities

- Provide dimming capability for all LED's installed
- Properly dispose/recycle removed fixtures, lamps, and ballasts
- New suspended ceiling or diffusers are not included. This work would be done using District capital funds.

District Wide

DW-ME-1: Water Conservation - Plumbing Fixture Retro-commissioning

- Flush Valve Recommissioning: Remove and replace diaphragm kit and inner cap.
- Valve Rebuilding: Remove and replace diaphragm kit pressure vacuum breaker inner cap handle assembly and O-ring.
- New Valve X-Body: Remove and replace flushometer valve assembly.
- Tank Toilet Retrofit Upgrade: Remove and replace flapper, fill valve, and refill tube. As necessary to ensure proper operation during the warranty period, remove and replace the tank handle and supply line Angle Stop "Adder Valve": install a new brass ball valve in series with the existing angle stop.
- Sink Scope: Remove existing aerator (if applicable). Replace with new, vandal-proof flow control device with appropriate flow rate and pattern. Include appropriate adapter (if necessary) to ensure uniformity across the affected buildings.
- Measurement & Verification

SAVINGS GUARANTEE SCHEDULE

1. **DEFINITIONS.** The following terms are defined for purposes of this Schedule as follows:

Project Savings are the Measured Project Savings, plus the Non-Measured Project Savings.

Annual Guaranteed Project Savings are the portion of the Total Guaranteed Project Savings to be achieved in any one year of the Guarantee Term, calculated and adjusted as set forth in this Schedule.

Annual Project Savings are the Project Savings achieved for any one year of this Agreement.

Project Savings Surplus is the amount by which the Annual Project Savings exceed the Annual Guaranteed Project Savings in any one-year of the Guarantee Term.

Project Savings Shortfall is the amount by which the Annual Guaranteed Project Savings exceeds the Annual Project Savings in any one-year of the Guarantee Term.

Guarantee Term is the term of this Savings Guarantee. As outlined in paragraph 2 of this Agreement, the Guarantee Term shall coincide with the term of Services and shall be 240 months from the Substantial Completion Date, unless terminated earlier.

Installation Period means the period between the Commencement Date and the first day of the month following the Substantial Completion Date. For purposes of the annual reconciliation, Project Savings achieved during the Installation Period shall be considered Project Savings achieved during the first year of the Guarantee Term.

Measured Project Savings are achieved and calculated as set forth in paragraph 3, Reconciliation, of this Schedule.

Non-Measured Project Savings are the Project Savings that have been agreed by the parties will be deemed achieved on the Substantial Completion Date and are set forth in Exhibit 2 of this Schedule. Nexus and the Client agree that Non-Measured Project Savings may include, but are not limited to, future capital or operational costs avoided as a result of this Agreement.

Total Guaranteed Project Savings are the Total Guaranteed Project Savings to be achieved during the entire Guarantee Term, calculated and adjusted as set forth in this Schedule.

Total Project Savings are the Project Savings achieved during the entire term of this Agreement.

Equipment is the product(s) installed by Nexus, its subcontractors and/or its agents as outlined in Schedule 1 (Scope of Work).

Service is the scope of work provided by Nexus, its subcontractors and/or its agents as outlined in Schedule 3 (Service Schedule).

Base Line is the agreed upon calculated figures and/or usage amounts that reflect existing conditions and assumptions as set forth in Schedule 2, Exhibit 4.

2. **GUARANTEE.** Subject to the terms and conditions of this Agreement, Nexus guarantees that the Client will achieve \$45,960,380 of Total Guaranteed Project Savings during the Term of the Agreement.
3. **RECONCILIATION.** Within 60 days after the Substantial Completion Date, or earlier if otherwise specified in this Performance Contract, Nexus will calculate the Project Savings achieved during the Installation Period, using the methods approved by Client and defined in the Exhibits to this Schedule, and advise the Client of the amount of such Project Savings. The frequency and the methods of

reconciliation to be used during the Guarantee Term have been approved by the Client at the time that this Agreement was executed and are defined in the Exhibits attached to this Schedule. Except by agreement of the parties, no changes to the frequency or methods of reconciliation may be made during the Installation Period or Guarantee Term.

Client agrees and acknowledges that Nexus shall not be responsible for the achievement of Non-Measured Project Savings, as the actual realization of those Non-Measured Project Savings is not within Nexus's control. Client acknowledges that it has evaluated sufficient information to believe that the Non-Measured Project Savings will occur. As a result, Non-Measured Project Savings shall not be measured or monitored at any time during the Guarantee Term, but rather shall be deemed achieved on the Substantial Completion Date.

- 4. CHANGES IN USE.** The Client agrees to notify Nexus, within five (5) business days, of any actual or intended change as determined by the School Board, whether before or during the Guarantee Term, in the use of any facility or equipment to which this Schedule applies, or of any other condition arising before or during the Guarantee Term, that reasonably could be expected to change the amount of Project Savings to which this Schedule applies. Such a change or condition would include, but is not limited to: changes in the primary use of any facility; significant changes to the hours of operation of any facility; changes or modifications to the Equipment or Services provided under this Agreement; failure of the premises to meet local building codes; changes in utility suppliers, method of utility billing, or method of utility purchasing; improper maintenance of the Equipment or of any related equipment; changes to the equipment or to any facility required by changes to local building codes; material increases or changes in production or use of the facility, or additions or deletions of equipment at any facility. Such a change or condition need not be identified in the Base Line in order to permit Nexus to make an adjustment to the Base Line, however, any such adjustment shall remain subject to Client's reasonable review and approval. If Nexus does not receive the notice within the time period specified above and travels to either the Client's location or the project site to determine the nature and scope of such changes, Client agrees to pay Nexus, in addition to any other amounts due under this Performance Contract, the applicable current hourly consulting rate for the time it took to determine the changes and to make any adjustments and/or corrections to the project as a result of the changes, plus all out-of pocket expenses, including travel costs. It shall also be the responsibility of the Client to provide and install sub meters on all utilities on all new construction and/or additions as deemed necessary by Nexus.

Upon receipt of such notice, or if Nexus independently learns of any such change or condition, Nexus shall calculate and send to the Client a notice of adjustment to the Base Line to reflect the impact of such change or condition, and the adjustment shall become effective as of the date that the change or condition first arose. Should the Client fail to provide Nexus with notice of any such change or condition, Nexus may make reasonable estimates as to the impact of such change or condition and as to the date on which such change or condition first arose in calculating the impact of such change or condition, and such estimates shall be conclusive. All changes to the Base Line shall remain subject to Client's reasonable review and approval.

- 5. PROJECT SAVINGS SURPLUSES OR SHORTFALLS.** If the Annual Project Savings during a specific year of the Guarantee Term is less than the Annual Guaranteed Project Savings for that year, Client is entitled to the full benefit of the Annual Guaranteed Project Savings, and Nexus may apply the Project Savings Shortfall against any unpaid balances from the Client then existing under the Agreement. If there are any remaining amounts, Nexus may, where permitted by law, (a) carry over the difference to the next year of the Performance Contract so as to increase the Annual Guaranteed Project Savings in that year or (b) at the Client's written election, pay the Client any remaining Project Savings Shortfall(s), however Nexus reserves the right to bill Client for these Project Savings shortfall payments should subsequent years of the Agreement yield Project Savings surpluses. Upon the agreement of the parties, Nexus

may also provide additional products or services, in the value of the shortfall, at no additional cost to the Client. Where Project Savings shortfalls have occurred, Nexus reserves the right, subject to the approval of the Client, which shall not be unreasonably withheld, to implement additional operational improvements or conservation measures, at no cost to the Client that will generate additional Project Savings in future years of the Guarantee Term. Such payment or credit shall be the sole and exclusive remedy of the Client for any failure by Nexus to achieve guaranteed Project Savings under this Agreement, including any alleged breach of any other express or implied warranty of Project Savings. Nexus may credit any Project Savings Surplus, in whole or in part, toward the Annual Guaranteed Project Savings in any future year of the Guarantee Term and/or as provided on Schedule 2 Exhibit 1. At the end of the Term, if the final reconciliation shows a Project Savings Shortfall, Nexus shall pay Client that amount within 60 days, and if the final reconciliation shows a Project Savings Surplus, Client shall retain all such savings.

The following Exhibits are attached and made part of this Schedule:

- | | |
|-----------|--|
| Exhibit 1 | Reconciliation & Guaranteed Project Savings Allocation |
| Exhibit 2 | Non-Measured Project Savings |
| Exhibit 3 | Responsibilities of Nexus and Client |
| Exhibit 4 | Measurement and Verification |
| Exhibit 5 | District/School Calendar |

RECONCILIATION & GUARANTEED PROJECT SAVINGS ALLOCATION

Calendar Year ¹	Utility Savings ²	O&M Savings ³	Operational Cost Avoidance Savings ³	Total Guaranteed Project Savings
2018	implementation	implementation	implementation	implementation
2019	implementation	implementation	implementation	implementation
2020	implementation	implementation	implementation	implementation
2021	\$ 141,165	\$ 85,288	\$ 1,316,977	\$ 1,543,430
2022	\$ 146,812	\$ 88,700	\$ 1,369,656	\$ 1,605,167
2023	\$ 152,684	\$ 92,248	\$ 1,424,442	\$ 1,669,374
2024	\$ 158,791	\$ 95,937	\$ 1,481,420	\$ 1,736,149
2025	\$ 165,143	\$ 99,775	\$ 1,540,677	\$ 1,805,595
2026	\$ 171,749	\$ 103,766	\$ 1,602,304	\$ 1,877,819
2027	\$ 178,619	\$ 107,917	\$ 1,666,396	\$ 1,952,931
2028	\$ 185,764	\$ 112,233	\$ 1,733,052	\$ 2,031,049
2029	\$ 193,194	\$ 116,723	\$ 1,802,374	\$ 2,112,291
2030	\$ 200,922	\$ 121,391	\$ 1,874,469	\$ 2,196,782
2031	\$ 208,959	\$ 126,247	\$ 1,949,448	\$ 2,284,653
2032	\$ 217,317	\$ 131,297	\$ 2,027,426	\$ 2,376,040
2033	\$ 226,010	\$ 136,549	\$ 2,108,523	\$ 2,471,081
2034	\$ 235,050	\$ 142,011	\$ 2,192,864	\$ 2,569,924
2035	\$ 244,452	\$ 147,691	\$ 2,280,578	\$ 2,672,721
2036	\$ 254,230	\$ 153,599	\$ 2,371,801	\$ 2,779,630
2037	\$ 264,399	\$ 159,743	\$ 2,466,673	\$ 2,890,815
2038	\$ 274,975	\$ 166,133	\$ 2,565,340	\$ 3,006,448
2039	\$ 285,974	\$ 172,778	\$ 2,667,954	\$ 3,126,706
2040	\$ 297,413	\$ 179,689	\$ 2,774,672	\$ 3,251,774
Total	\$ 4,203,622	\$ 2,539,713	\$ 39,217,045	\$ 45,960,380

Notes:

- (1) The implementation period will occur in 2018, 2019 and 2020. In addition to Utility Savings and O&M Savings, Implementation Period Savings will also include Utility Rebates.
- (2) Utility Savings is a Measured Project Savings on a one-time basis only. A single measurement will be done at the conclusion of the installation period. Once Nexus shows the savings meet or exceed the Year One guarantee level, the savings from this one-time measurement shall be extrapolated across the entire 20 years and the entire guarantee obligation deemed met; from this point forward, Utility Savings be considered a Non-measured Project Savings with no additional Measurement and Verification required. The Utility Savings in the table above are based on anticipated increases in unit energy costs as set forth in Schedule 2, Exhibit 4.
- (3) Operations and Maintenance (O&M) Savings and Operational Cost Avoidance are Non-measured Project Savings. O&M Savings in the table above are based on the escalation rates as shown in Schedule 2, Exhibit 2.

NEXUS SOLUTIONS, LLC:

CLIENT:

Initials: _____

Initials: _____

NON-MEASURED PROJECT SAVINGS

The Project Savings identified below shall be Non-Measured Project Savings (as defined above) under this Schedule. The amount of the Non-Measured Project Savings shall be deemed to increase during each year of the Guarantee Term by the escalation percentages set forth below.

Operations & Maintenance Savings	2018 Project Savings	Escalation
Mechanical System Upgrade	\$57,919	4%
Plumbing Improvements & Water conservation	\$1,907	4%
Lighting Improvements	\$15,995	4%
Total Annual O&M Savings	\$ 75,821	4%
One-time Stipulated Savings	Estimated Amount	Escalation
Estimated Utility Rebate (2018)	\$ -	n/a
Total One-time Stipulated Savings	\$ -	n/a
Year	Annual Operational Cost Avoidance	Escalation
1	\$ 1,316,977	4%
2	\$ 1,369,656	4%
3	\$ 1,424,442	4%
4	\$ 1,481,420	4%
5	\$ 1,540,677	4%
6	\$ 1,602,304	4%
7	\$ 1,666,396	4%
8	\$ 1,733,052	4%
9	\$ 1,802,374	4%
10	\$ 1,874,469	4%
11	\$ 1,949,448	4%
12	\$ 2,027,426	4%
13	\$ 2,108,523	4%
14	\$ 2,192,864	4%
15	\$ 2,280,578	4%
16	\$ 2,371,801	4%
17	\$ 2,466,673	4%
18	\$ 2,565,340	4%
19	\$ 2,667,954	4%
20	\$ 2,774,672	4%
Total Annual Operatinal Cost Avoidance	\$ 39,217,045	

NEXUS SOLUTIONS, LLC:

CLIENT:

Initials: _____

Initials: _____

RESPONSIBILITIES OF CLIENT

This Exhibit details the individual responsibilities of Nexus and of the Client, not otherwise set forth in this Performance Contract, in connection with the management and administration of the Savings Guarantee.

1. Provide Nexus, its subcontractors, and its agents reasonable access to all facilities and properties that are subject to the Work and/or Measurement & Verification Services, in accordance with a schedule agreed upon by both parties.
2. Provide a secure space on the job site for material storage, meeting room, and toilet facilities for construction personnel.
3. Provide timely reviews and approvals of design submissions, proposed change orders, and other project documents.
4. Provide any as-built and record drawings of any existing structures at the project sites that are in Client's possession.
5. Provide any environmental studies, reports and impact statements in Client's possession describing environmental conditions, including but not limited to hazardous conditions or materials in existence at the project sites.
6. Provide assistance to Nexus in obtaining any permits, approvals, and licenses that are Nexus' responsibility to obtain as set forth in Schedule 1. Obtain any permits, approvals, and licenses that are necessary for the performance of the Work and are not Nexus' responsibility to obtain as set forth in Schedule 1, as reasonably requested by Nexus.
7. Properly maintaining and performing appropriate preventative maintenance on all equipment and building systems affecting the Guaranteed Project Savings in accordance with manufacturer's standards and specifications.
8. Providing utility bills, reports and similar information reasonably necessary to administering Nexus' obligations under the Guaranteed Project Savings within ten (10) days of Nexus' request.
9. Provide all records relating to energy or water usage and related maintenance of the premises and relevant equipment, and applicable to the Work or Services, as reasonably requested by Nexus.
10. Conduct regular training as needed to try to ensure that the Client's maintenance personnel are properly trained on the Equipment throughout the term of this Agreement.
11. Provide the installation at Client's facility and monthly cost of electronic access (internet or dedicated telephone line) used by the direct digital control (DDC) system for on-line analysis, data transfer, troubleshooting, and programming between Nexus and the Client's facilities
12. Replace or repair, as appropriate, any faulty equipment (excluding any equipment under warranty for which Nexus is responsible under this Agreement) that may affect the Savings Guarantee.

NEXUS SOLUTIONS, LLC:

CLIENT:

Initials: _____

Initials: _____

DC EVEREST PHASE 2 MEASUREMENT AND VERIFICATION

TABLE OF CONTENTS

SAVINGS SUMMARY 243
 SAVINGS SUMMARY 244

UTILITY BASELINE 244
 UTILITIES 244
 VENTILATION & COOLING BASELINE ADJUSTMENT 266
 WEATHER DATA 266

MEASURE & VERIFY PROCEDURE 288
 MECHANICAL SYSTEM UPGRADES 288
 PLUMBING IMPROVEMENTS & WATER CONSERVATION 366
 LIGHTING IMPROVEMENTS 377

SAVINGS SUMMARY

For the purposes of this contract the following operating schedules, temperatures, and building use are mutually agreed upon. Deviations from these operating parameters, which cause in an increase in energy consumption, may result in a baseline adjustment (increased baseline energy use). Baseline adjustments will be calculated using standard American Society of Heating Refrigeration & Air Conditioning Engineers (ASHRAE) calculation methods.

The basic savings calculation is:

$$\text{Baseline Energy Cost} - \text{Post Retrofit Energy Cost} = \text{Energy Savings}$$

Energy costs are calculated using the baseline rates defined below where:

$$\text{Energy Cost} = \text{Energy Units} \times \text{Energy Rate}$$

A summary of the savings included in this contract is given below:

Savings Summary

Building Improvement Measure (BIM) Description	Annual Utility Savings
Mechanical Systems Upgrades	\$39,004
Plumbing Improvements & water Conservation	\$22,784
Lighting Improvements	\$79,377
Total Projects	\$141,165

UTILITY BASELINE

Utilities

The utility baseline was calculated using data obtained for the annual period from April 2016 to March 2017. For the purposes of calculating cost avoidance the following terms are mutually agreed upon:

Floor Rates

Floor rates establish the minimum rate used to calculate cost avoidance. The floor rates will be escalated annually by 4%. Floor rates shall be the baseline rates shown below escalated annually by 4% or current rate (whichever is higher).

Electric Baseline Energy Rates

The floor electrical energy rate is the minimum electrical energy rate used to calculate electrical kilowatt-hour cost avoidance. The floor electrical energy rate is shown in the table below.

Electrical Baseline Demand Rates

The floor electrical demand rate is the minimum electrical demand rate used to calculate electrical kilowatt demand cost avoidance. The floor electrical demand rate is shown in the table below.

Building	Energy			Blended Energy (kWH + Demand)
	\$/kWH On	\$/kWH Off	\$/kW	\$/kWH
Evergreen Elementary	\$0.065	--	\$10.86	\$0.108
Hatley Elementary	--	--	--	\$0.121
Mountain Bay Elementary	\$0.0651	--	\$10.873	\$0.105
Riverside Elementary	\$0.065	\$0.0396	\$10.739	\$0.107
Rothschild Elementary	--	--	--	\$0.101
Weston Elementary	--	--	--	\$0.113
D.C. Everest Middle School	--	--	--	\$0.119
D.C. Everest Junior High	--	--	--	\$0.099
D.C Everest Senior High School	--	--	--	\$0.099
Idea Charter School	--	--	--	\$0.104
Administration Building	--	--	--	\$0.104

Thermal Baseline Fuel Rates

The floor baseline fuel rate is the minimum average fuel rate used to calculate fuel cost avoidance (natural gas savings). The floor average fuel rate is shown in the table below.

Building	Natural Gas
	\$/therm
Evergreen Elementary	\$0.538
Hatley Elementary	\$0.518
Mountain Bay Elementary	\$0.614
Riverside Elementary	\$0.530
Rothschild Elementary	\$0.561
Weston Elementary	\$0.559
D.C. Everest Middle School	\$0.610
D.C. Everest Junior High	\$0.597
D.C Everest Senior High School	\$0.591
Idea Charter School	\$0.534
Administration Building	\$0.606
District Wide	\$0.585

Water/Sewer Baseline Rates

The floor baseline water/sewer rate is the minimum average rate used to calculate cost avoidance (water/sewer savings). The floor average water rate is shown in the table below.

Building	Water
	\$/kGal
District Wide	\$4.712

Baseline Operating Conditions

For the purposes of this contract the following Baseline Operating Conditions - schedules, setpoints, equipment and building use are mutually agreed upon. Additional baseline information is contained in the Appendix and within the Savings Measurement and Verification section below. Deviations from these

operating parameters, which cause an increase in energy consumption, may result in a baseline adjustment. Baseline adjustments will be calculated using standard American Society of Heating Refrigeration & Air Conditioning Engineers (ASHRAE) calculation methods. For the purposes of calculating cost avoidance the following Baseline Operating Conditions are mutually agreed upon:

Building	Square Footage	Students	Annual Hours
Evergreen Elementary	53,720	473	2,580
Hatley Elementary	17,123	102	2,580
Mountain Bay Elementary	94,964	465	2,580
Riverside Elementary	55,840	532	2,580
Rothschild Elementary	56,880	435	2,580
Weston Elementary	70,591	538	2,580
D.C. Everest Middle School	169,842	841	2,580
D.C. Everest Junior High	178,546	891	2,580
D.C Everest Senior High School	254,219	1,234	2,580
Idea Charter School	44,000	-	2,580
Administration Building	9,000	-	2,580

School equipment, usage and occupancy is based on the 2016-2017 school year.

Ventilation & Cooling Baseline Adjustment

The ventilation and cooling baseline adjustments estimate the impact of improved ventilation and cooling as a result of installing new equipment that meets current guidelines for ventilation and comfort. Negative adjustments mean an increase to your utility budget. Parameters include increases in outside air ventilation and the addition of cooling tonnage. The adjustment calculations are based on current equipment operating conditions including:

- Occupancy
- Schedules
- Thermostat setpoints
- Use of cooling

Actual consumption will vary depending on how the equipment is operated. Customers who operate the new equipment under tight schedules and limit their use of cooling may see a lower adjustment. Likewise customers who increase their use of cooling or extend operating hours could exceed these estimates. Other factors that could impact actual use versus estimated use include:

- Changes in weather
- Changes in facility operation
- Changes in operating schedules or building use
- New construction, remodeling, or additions.

Weather Data

Savings calculations are based on standard American Society of Heating Refrigeration & Air Conditioning Engineers (ASHRAE) calculation methods. Historical weather data is used in the savings calculations to

model outside conditions. These are typically in degree-day or bin temperature format obtained from weather stations close to the actual site.

For the purposes of calculating cost avoidance the following Weather data are mutually agreed upon:

Description:	HDD65 and CDD65 design values for Wausau, WI	
Source:	2009 ASHRAE Handbook - Fundamentals (IP)	
Station:	WAUSAU MUNICIPAL ARPT, WI, USA	
Station ID:	WMO# 726463	
Month	HDD	CDD
January	1,521	-
February	1,240	-
March	1,076	-
April	614	4
May	291	23
June	82	100
July	19	177
August	38	129
September	213	37
October	569	2
November	965	-
December	1,385	-
	8,013	472

MEASURE & VERIFY PROCEDURE

The following detail the methods used for measurement and verification of savings for each Building Improvement Measure (BIM):

Mechanical System Upgrades

Retro-commissioning and Controls

Applies to BIMs:

BIM #
EES-ME-8
HES-ME-9
MBES-ME-3
RSES-ME-10
RCES-ME-1 & 9
WES-ME10
DCME-ME-4
DCJH-ME-1 & 7
DCSH-ME-1, 4, 10 & 15
ICS-ME-3
ADM-ME-1

Stipulated:

The following operating conditions and/or calculations are stipulated. The baseline kWh and Therm represent the energy used, under the current operating conditions, by the units included in the BIM. The percent savings represents the proposed reduction in energy consumption versus the baseline.

	EES-ME-8	HES-ME-9	MBES-ME-3	RSES-ME-10	RCES	WES-ME-10
Baseline BIM kWh	139,558	25,826	283,826	139,604	72,726	80,910
Baseline BIM Therms	8,378	15,061	36,710	8,048	19,988	20,431
ReCx % Savings	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
Controls % Savings					1.5%	
2001 AHUs						

	DCME-ME-4	DCJH	DCSH	EB-ME-3	ADM-ME-1
Baseline BIM kWh	419,593	252,899	702,312	60,824	59717
Baseline BIM Therms	47,061	70,620	81,193	10,001	2,971
ReCx % Savings	1.5%	-	1.5%	1.5%	1.5%
Controls % Savings		1.5%	1.5%		
2001 AHUs		elect: 0.2% Therms:0.5%			

Removal of Air Compressor for Pneumatic Controls- RCES-ME-1, DCJH-ME-1, DCSH-ME-1

Existing Equipment	
--------------------	--

Compressor Make	Baldor
Compressor Model	Baldor M3211T
Compressor HP	3
Motor Eff	86.5%
% Full Load	65%
Annual Run Hours	1000
Compr. kW Draw	1.68
Coincidence Factor	0.20
Air Dryer Make	JCI DryFlow
Air Dryer Model	A-4312-1
Air Dryer Ratings	12 SCFM@80psi
Compressor Volts	115
Compressor RLA	3.7
% FL @Max SCFM	100%
% FL @0 SCFM	75%
Ave % FL	78%
Annual Run Hours	4380
Ref. Dryer kW	0.331
Coincidence Factor	0.90

Verification:

The Nexus Project Manager will verify the project scope of the recommissioning and retrofits. Any deviation in quantity or scope will be documented and its savings impact will be calculated accordingly. The BAS will be used to trend the following control points to verify operation.

	VFD Hertz ²	Outside Air Damper Position	Outside Air Temperature	CO2 Level	Return and Supply Temps ³	Room Setpoint	Room Temp and Humidity	Unit Status	Occupancy Scheduled Mode	Heating or Cooling Valve Position	Applicable Equipment
DCV	X	X	X	X	X			X	X	X	<ul style="list-style-type: none"> • DCJHME-7 • DCJH-ME-2c • WES-ME-6a
Heat Pump Controls			x						x	x	<ul style="list-style-type: none"> • EES-ME-9 • RSES-ME-11
Pool cover		x	x				x	x	x		<ul style="list-style-type: none"> • DCSH -Pool-7

Improve Cabinet Heaters and Glycol Addition to Heating Water

Applies to BIMs:

BIM #
EES-ME-5, RSES-ME-5

Stipulated:

The following operating conditions and/or calculations are stipulated.

Existing Equipment

BIM#	EES-ME-5	RSES-ME-5
Motor Quantity	2	2
Motor HP	0.33	0.33
Conversion Factor	0.746	0.746
Motor Efficiency	66%	66%
% Full Load	65%	65%
Control Factor	100%	100%
Annual Hours	2000	2000
kWh	980	980

Verification:

The Nexus Measurement and Verification Engineer will verify the project scope using submittals and inspections. Any deviation in efficiency will be documented and its savings impact will be calculated accordingly.

Install Control on Heat Pumps

Applies to BIMs:

BIM #
EES-ME-9
RSES-ME-11

Stipulated:

The existing operating hours are stipulated at 4,380 per year.

Verification:

The Nexus Measurement and Verification Engineer will verify the reduction in operating hours by trending the units for a period of 2 weeks. Any deviation in efficiency will be documented and its savings impact will be calculated accordingly.

Weston Elementary School: 1962 Gym AHU Replacement

Applies to BIM:

BIM #
WES-ME-6a

Stipulated:

The following operating conditions and/or calculations are stipulated.

BIM#	WES-ME-6a
Supply CFM	9358.5
CFM OA	1871.7
Motor HP	3
Motor efficiency	89.5%
VFD Savings	20.0%
Load factor	52.0%
Hours per year occupied	2000
% Reduction in hours	30%
HDD	8013
Heating efficiency	90%

Verification:

The Nexus Measurement and Verification Engineer will verify the reduction in operating hours by trending the units for a period of 2 weeks. Any deviation will be documented and its savings impact will be calculated accordingly.

Exhaust Fan Replacement

Applies to BIMs:

BIM #
WES-ME-7, WES-ME-8, DCJH-ME-11

Stipulated:

The following operating conditions and/or calculations are stipulated.

Existing Equipment			
BIM#	WES-ME-8	WES-ME-8	DCJH-ME-11
Quantity	2	3	5
HP	1/3	1/8	1/3
Efficiency	60%	60%	60%
% Full Load	65%	65%	65%
Hours/Year	2400	2400	2400
kW	0.54	0.30	1.35
kWh	1293	727	3233
Proposed Equipment			
Quantity	2	3	5
HP	1/3	1/8	1/3
Efficiency	70%	70%	70%
% Full Load	50%	50%	50%
Hours/Year	2400	2400	2400
kW	0.36	0.20	0.89
kWh	853	480	2131

Verification:

The Nexus Measurement and Verification Engineer will verify the exhaust fan savings using submittals, Any deviation will be documented and its savings impact will be calculated accordingly.

Replace Existing Boilers

Applies to BIM:

BIM #
DCJH-ME-2c

Stipulated:

The following operating conditions and/or calculations are stipulated.

BIM#	DCJH-ME-2
Annual therms	72,804
Non-Heating therms	3,640
Heating therms	69,164
HDD65 (actual)	8,013
HDD65 (normal)	8,013
Heating therms (normal)	69,164
Facility square feet	178,546
Heating kBtu/SF	39
Existing Equipment	
BIM#	DCJH-ME-2
Boiler Type	Hurst LPE400
Quantity	2
MBH	4200
% of Building Served	100%
EFLH	823
Baseline Efficiency	80.0%
Condition Factor	0.95
Distribution Efficiency	90%
Existing System Efficiency	68.4%
Proposed Equipment	
BIM#	DCJH-ME-2
Boiler Type	HE Boiler
Quantity	2
MBH	4200
EFLH	823
Proposed Efficiency	92.0%
Condition Factor	1.0
Proposed System Efficiency	92.0%
Pump Motor Savings	

Existing Motor Quantity	0
Existing Motor HP	0
Conversion Factor	0.746
Motor Efficiency	82.50%
% Full Load	65%
Control Factor	100%
Annual Hours	2190
kWh	0
Proposed Motor Quantity	2
Proposed Motor HP	20
Conversion Factor	0.746
Motor Efficiency	91.70%
% Full Load	65%
Control Factor	60%
Annual Hours	2190
kWh	27793

Verification:

The Nexus Project Manager will document that the boilers are installed and operate per design using submittals. Any deviation will be documented and its savings impact will be calculated accordingly.

Convert Unit Ventilators

Applies to BIM:

BIM #
DCJH-ME-2c

Stipulated:

The following operating conditions and/or calculations are stipulated.

Existing Equipment	
BIM#	DCJH-ME-2c
Quantity	74
Total CFM	74000
OA CFM	11100
Motor HP	1/2
Motor Efficiency	60.0%
% Full Load	65%
Hours/Year	2400
HDD	8013
Heating Efficiency	90%
kW	29.90
Annual kWh	71765
Annual Therms	6757.7

Proposed Equipment	
BIM#	DCJH-ME-2c
Quantity	1
Total CFM	84000
OA CFM	12600
Motor HP	150
Motor Efficiency	95.8%
% Full Load	65%
Hours/Year	2400
% Reduction in hours	20%
HDD	8013
Heating Efficiency	90%
ERV efficiency	70%
VSD savings factor	56%
kW	33.41
Annual kWh	64140.4
Annual Therms	1841.0

Verification:

The Nexus Project Manager will document that the new displacement ventilators are installed and operate per design. A trend of the variable speed drives will be done for a 2 week period to verify the reduction in fan speed. Any deviation will be documented and its savings impact will be calculated accordingly.

Install Thermal Equalizers

Applies to BIM:

BIM #
DCSH-ME-5
WES-ME-6a

Stipulated:

The following operating conditions and/or calculations are stipulated:

BIM#	WES-ME-6a	DCSH-ME-5
Area Served	Gym	Gym
Number of Fans	4	6
Watts per Fan	35	35
Total Fan kW	0.14	0.21
Ceiling Height	14	14
Thermostat Height	4	4
Temperature Δ/ft	0.75	0.75
Total Strat Temp Δ	7.5	7.5
Occupied OA Volume	0.2	0.2

% Time Occupied	100%	100%
Fan Effectiveness	100%	100%
Proposed Strat Δ	0.0	0.0
Heating Temp	70	70
Ave Outdoor Temp	30.6	30.6
Existing Ceiling Temp	77.5	77.5
Existing Wall Temp		
Proposed Ceiling Temp	70.00	70.00
Total Roof Area	6239	9000
Roof R Value	30	30
Fan Temp Setting	50	50
Total Fan Hours	4941	4941
Total Fan kWh	691.7	1037.6
Existing Therms/yr Roof	497.2	717.2
Proposed Therms/yr Roof	417.6	602.4
Existing Therms/yr OA	3071.9	4431.3
Proposed Therms/yr OA	2804.7	4045.9
Heating Hours	4591	4591
Heating Eff	90%	90%

Verification:

The Nexus Measurement and Verification Engineer will verify the installation of the Thermal Equalizers by visual inspection and submittals. Any deviation will be documented and its savings impact will be calculated accordingly.

Conversion of Dual Duct to VAV

Applies to BIM:

BIM #
DCSH-ME-2

Stipulated:

The following operating conditions and/or calculations are stipulated:

Number of Motors	70
Efficiency	65%
Operating hours:	2,000

Verification:

The Nexus Measurement and Verification Engineer will verify the removal of the motors thru observation and drawings. Any deviation will be documented and its savings impact will be calculated accordingly.

Plumbing Improvements & Water Conservation

Domestic Water Heaters:

Applies to BIMs:

BIM #
WES-ME-9
DCJH-ME-14

Stipulated:

Domestic Water Heater Replacement savings are stipulated due to installing new high efficiency domestic water heaters:

	WES	DCJH
Current Bill - Gas (Therms)	21,063	72,804
Baseline Therms	632	2,184
Percent DHW	90%	90%
Current Avg. System Efficiency	72%	72%
Proposed Avg. System Efficiency	90%	90%
Savings - Gas (Therms)	113.7	393.1

Verification:

The Nexus Project Manager will document the efficiency of the domestic water heaters using submittals.

Pool Cover Addition:

Applies to BIMs:

BIM #
DCSH-POOL-7

Stipulated:

The following table lists Existing Conditions for the Pool Equipment:

Pool Cover	Senior High
Pool	
Water Temp F	82
Surface Area SF	3,150
RA Temp	84
RA Humidity	50%
Schedule	
Week	M-F Avg 12 Hrs/Day
Holidays	7 Holidays & 4 Wks Break
Shutdown	2 Days/Year
Unoccupied Hrs/Yr	6,680
Occupied Hrs/Yr	2,080

Verification:

The Nexus Project Manager will verify the modulation of the variable speed by trending the variable speed drive (VSD) operation for a minimum of one week. When the pool cover is deployed, the pool space humidity reading should drop. This will allow for lower speed operation with reduced outside air ventilation. Setpoints will be adjusted as necessary to ensure that the variable speed drive modulates in response to changes in pool humidity load.

Plumbing Fixture Recommissioning:

Applies to BIMs:

BIM #
DW-ME-1

Stipulated:

For all Water Efficiency measures the occupancy and frequency of use are determined during the site survey from interviews with site personnel and the baseline operating conditions.

Measurement:

For Water Efficiency measures - sample measurements of pre and post retrofit flow will be taken. Sample size is compliant with guidelines established in the FEMP Measurement and Verification for Federal Energy Projects, Option A (Retrofit Isolation with Key Parameter Measurement) Version 3.0.

Verification:

The Nexus Project Manager will verify the installation and quantity of the fixture retrofits through submittals and site observations.

Lighting Improvements

Applies to BIMs:

BIM #
EES-1
HES-1
MBES-1
RSES-1
RCES-1
WES-1
DCMS-1
DCJH-1
DCSH-1
ICS-1
ADM-1

Stipulated:

For lighting measures lighting operating hours are mutually agreed upon according to the Baseline Operating Conditions. Savings are due to implementing lighting improvements.

Measurement:

For lighting measures, pre and post retrofit power measurements will be taken of typical lighting circuits. Sample test measurements will be taken on approximately 10% of the fixtures of each fixture type that represents more than 3% (by quantity) of the overall project scope for each building.

The typical fixture wattage will be determined by dividing the circuit wattage by the number of fixtures on that circuit. Typical fixture wattages will be used for all fixtures of that type.

$$\text{Typical Fixture wattage} = \frac{\text{lighting circuit kW measurement}}{\text{\# of fixtures on the lighting circuit.}}$$

Verification:

The Nexus Project Manager will verify the quantity and type of the fixture retrofits. Any deviation in quantity or scope will be documented and its savings impact will be calculated accordingly.

2017-2018 D.C. Everest District Calendar

Board approved: 12/21/2016

July 2017						
Su	Mo	Tu	We	Th	Fr	Sa
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	
	31					

August 2017						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

September 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

Aug. 22-28 New Teacher Inservice
Aug. 29-31 All teachers report

Sept. 1 No teachers/no school
Sept. 4 Labor Day
Sept. 5 First day of school for students

October 2017						
Su	Mo	Tu	We	Th	Fr	Sa
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				

November 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

December 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

Oct. 26 No School - Professional Dev.
Oct. 27 No School

Nov. 3 Quarter 1 ends (42 days)
Nov. 6 No School - Teacher work day
Nov. 22 No school (Elem. P/T conf.)
Nov. 23-24 No School - Thanksgiving

December 25 - January 1 - Winter Break

January 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30	31			

February 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28			

March 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	

Jan. 1 No School - Last day of winter break
Jan. 18 Semester 1 ends (Q2 - 44 days)
Jan. 19 No School - Teacher work day

Feb. 23 No School - Professional Dev.

Mar. 22 Quarter 3 ends (Q3 - 43 days)
Mar. 23 No School - Teacher work day
Mar. 26-30 Spring break

April 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30					

May 2018						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

June 2018						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

May 7 Possible snow make up day
May 28 No school - Memorial Day

June 7 Last day of school for students (Q4 - 47 days)
June 8 Teacher work day

- Students' first and last days of school
- No School
- No School for students - Teacher Professional Development Day
- No School for students - New Teacher Inservice
- Teacher Work Day/Grading - No School for Students

- End of Quarter/Semester
- Possible snow make up day

176 Student school days S1-86 S2-90

TECHNICAL SERVICES AGREEMENT

- 1. SCOPE OF SERVICE.** Nexus and the Client agree that the services checked below will be provided by Nexus.

<input checked="" type="checkbox"/> Measurement & Verification Services (years 1 only)	<input type="checkbox"/> Performance Consulting
<input checked="" type="checkbox"/> Annual Savings Report Preparation (years 1-20)	<input type="checkbox"/> Re-commissioning Services

- 2. DEFINITIONS.** In Schedule 3, “Energy-using Equipment” shall be defined as any equipment in the Client’s facilities that could reasonably affect the Savings Guarantee (Schedule 2).

- 3. CLIENT OBLIGATIONS AND COMMITMENTS TO NEXUS.** The Client warrants that, to the best of Client's knowledge, all Energy-using Equipment (other than Energy Using Equipment installed under the Performance Contract) is in good working condition and the Client has given Nexus all information of which Client is aware concerning the condition of the Energy-using Equipment. The Client agrees that, during the term of Schedule 3, the Client will:

- (a) operate and maintain the Energy-using Equipment according to the manufacturer's recommendations (other than repair and replacement pursuant to a warranty under this Agreement);
- (b) keep accurate and current work logs and information on the Energy-using Equipment as recommended by the manufacturer;
- (c) provide an adequate environment for Energy-using Equipment as recommended by the manufacturer or as recommended by Nexus, including adequate space, electrical power, air conditioning, and humidity control;
- (d) notify Nexus immediately of any Energy-using Equipment malfunction, breakdown, or other condition affecting the operation of the Energy-using Equipment;
- (e) allow Nexus to start and stop, periodically turn off, or otherwise change or temporarily suspend equipment operations so that Nexus can perform the services required under this Technical Services Agreement (Schedule 3), at dates and times agreed upon in advance by the parties; and
- (f) provide proper condenser and boiler water treatment, as necessary, for the proper functioning of Energy-using Equipment.

The Client acknowledges that its failure to meet these obligations will relieve Nexus of any responsibility for any breakdown, or any necessary repair or replacement, of any Energy-using Equipment and may require adjustments under Schedule 2, Savings Guarantee Schedule.

- 4. CHANGES TO ENERGY-USING EQUIPMENT.** To the extent permitted under the Performance Contract, the Client retains the right to make changes or alterations to the Energy-using Equipment. If, in Nexus's opinion, such changes or alterations substantially affect Nexus's services or obligations, Nexus shall notify the Client of the same within Thirty (30) days after Nexus learns of the change or intended change, and in such case, Nexus have the right to make appropriate changes to the scope or to the price of this Technical Services Agreement (Schedule 3) or to both and shall also be permitted to make adjustments to Schedule 2, Savings Guarantee Schedule, however, if Client rejects such changes Client may terminate this Agreement by giving Nexus written notice of termination within Thirty (30) days thereafter.

- 5. ACCESS.** The Client will give Nexus full access to all equipment that is either Energy-using Equipment or associated with it within 48 hours after Nexus requests such access. If access cannot be timely provided, Nexus's obligations under this Technical Services Agreement (Schedule 3) will be suspended until such access to the equipment is provided. Matters affecting Nexus's access to the equipment may include, but are not limited to, the removal, replacement, repair, refinishing, restoration, reconstruction, or other remedial actions taken by the Client with respect to Energy-using Equipment or to the Client's facility.

Suspension of Nexus' duties for this reason will not cancel or suspend any of the Client's obligations under this Technical Services Agreement.

- 6. EXCLUSIONS.** Nexus's services under this Technical Services Agreement (Schedule 3) do not include consulting, investigative, or forensic services to determine the reason for savings shortfalls (a) after the Client has agreed that

Total Guaranteed Project Savings have been met; (b) due to changes in use of the facility or changes to or additions of any Energy-using Equipment.

- 7. TERMINATION.** The Client may terminate this Technical Services Agreement before the end of the original Term. If these Technical Services are terminated by the Client, then the Saving Guarantee (Schedule 2) shall also terminate and all of Nexus' obligations related to Total Guaranteed Project Savings.

- 8. TERM AND PRICE.** The first-year price for Nexus' Services during the Term of this Service Schedule is \$28,950. The price for subsequent years, and the date payments are due is set forth on Schedule 4. The commencement date for these services shall be the date of Substantial Completion. The term shall be for twenty (20) years from the date of Substantial Completion.

NEXUS SOLUTIONS, LLC:

Initials: _____

CLIENT:

Initials: _____

PRICE AND PAYMENT TERMS SCHEDULE

1. The Client shall make payments to Nexus for Work performed, as well as payments for Services rendered pursuant to Schedule 3, the Technical Services Agreement, as follows:
 - (a) Nexus understands that Client has a budget for this work of \$25,000,000 (the "Project Budget"). Nexus based upon its experience and in its professional opinion believes and represents to the Client that the Project Budget is a reasonable price for the work contemplated in the Scope of Work. At all times, Nexus agrees to use its professional efforts and to act in the interest of the Client to help the Client keep the cost of the Work within the Project Budget.

Contract Price Guarantee. Following the completion of design services and Client's approval of the project plans and specifications, Nexus shall solicit bids for the trade contractor portions of the Work. These bids shall be presented to the Client. Upon receipt of the competitive bids for the Work, Nexus shall propose a Guaranteed Maximum Price ("GMP") for the performance and completion of all Work. The proposed GMP shall equal the sum of: (a) the total of all bids of subcontractors and sub-subcontractors selected to perform the Work plus the cost of any Work performed by Nexus and (b) a reasonable allowance for contingency, and (c) the Owner Direct Purchase items (collectively, "Proposed GMP"). Upon acceptance by the Client, the Proposed GMP shall become known as the Contract Price. If the Client rejects the Proposed GMP because it exceeds the Project Budget, the Client may take any of the following actions:

- (1) Give written approval of an increase to the Project Budget so that it matches the bid amounts;
- (2) Authorize rebidding or renegotiating of the Project within a reasonable amount of time;
- (3) In consultation with Nexus, revise the Project Scope of Work as required such that the Project Budget is not exceeded;
- (4) Terminate this Agreement; or
- (5) Implement any other mutually acceptable alternative.

If the Client chooses to proceed under option (3), Nexus, without additional compensation, shall modify the construction documents as necessary to meet the Project Budget. Nexus' modification of the construction documents shall be the limit of Nexus' contract price guarantee responsibility.

The Contract Price is not subject to increase except by a written change order signed by both parties, and then, only in the event of changes to the final project plans and specifications with respect to the project scope, materials, quality or unforeseen conditions, and only in an amount equal to the added cost due to such changes. If Client proposes additional work, and Nexus agrees to perform the additional work, Nexus' fees for the additional work shall be as stated in the Master Agreement dated March 21, 2017.

Progress payments on the Contract Price shall be made to Nexus monthly on a percentage of completion basis, as set forth below. Upon execution of this Agreement, Nexus may submit its first Application for Payment, covering work performed to date plus an upfront payment equivalent to ten percent (10%) of the Project Budget.

Contract Price Reconciliation: At the conclusion of the project, if the sum of the actual cost of the work, plus the cost of Nexus' services and Owner Direct Purchases, is lower than the Contract Price, the Client shall be credited the difference.

Progress Payments: Nexus shall submit to Client before the second Application for Payment, a schedule of values, allocating the entire Contract Price to the various portions of the Work, prepared

in such form and supported by such data to substantiate its accuracy as the Client may require. This schedule, unless objected to by the Client, shall be used in reviewing Nexus' Applications for Payment. Monthly progress payments shall be made on account of design services rendered, and materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Client, payment may similarly be made for materials and equipment stored, and protected from damage, off the site at a location agreed upon in writing. Nexus warrants that title to all Work covered by an Application for Payment will pass to the Client no later than the time of payment. Nexus further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Client shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or other encumbrances adverse to the Client's interests.

The Client will, within ten days after receipt of the Application for Payment, either approve the Application for Payment or notify Nexus in writing of the reasons for withholding approval in whole or in part, which may include any of the following:

- .1 defective Work not remedied after notice from Client;
- .2 third party claims filed unless security acceptable to the Client is provided;
- .3 Nexus' failure to make payments to subcontractors or for labor, materials or equipment;

Any withholding shall be only in a reasonable amount to protect the Client from the claimed deficiency and the remainder shall be paid as provided herein. When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

Nexus shall pay each subcontractor, no later than seven days after receipt of payment, the amount to which the subcontractor is entitled, reflecting percentages actually retained from payments to Nexus on account of the subcontractor's portion of the Work. Nexus shall, by appropriate agreement with each subcontractor, require each subcontractor to make payments to sub-subcontractors in similar manner. Nexus shall obtain lien waivers from each subcontractor for each progress payment made and shall submit such lien waivers, along with a current lien waiver from Nexus, along with the next Application for Payment.

- (b) The price for the Technical Services Agreement in the first year is \$28,950, which will decrease to \$5,950 in the second year and inflate at an annual rate of two and a half percent (2.5%) each year thereafter during the Term ("Services Price"). The Services Price amount will be paid to Nexus annually. These payments will be due and payable when the Client receives Nexus' invoice and in advance of the services Nexus is to provide and shall be made throughout the Term of the Technical Services Agreement.

- 2. CLIENT PURCHASE ORDERS.** The Client acknowledges and agrees that any purchase order issued by Client, in accordance with this Agreement, is intended only to establish payment authority for the Client's internal accounting purposes. No purchase order shall be considered to be a counteroffer, amendment, modification, or other revision to the terms of this Agreement. No term or condition included in the Client's purchase order will have any force or effect.

Dated: _____

NEXUS SOLUTIONS, LLC:

Signature: _____

Printed Name: Michael J. David

Title: Director of Business Development

Signature: _____

Printed Name: Brent Jones, PE

Title: Director of Development & Operations

CLIENT:

Signature: _____

Printed Name: Jason Jablonski

Title: Board President

Signature: _____

Printed Name: Rita A. Kasten

Title: Board Clerk

**Schedule 5
Project Schedule**

BIM #	Building Improvement Measure (BIM) Description	Substantial Completion	Final Completion
Evergreen Elementary			
EES-ME-5	Cabinet Heaters and Glycol Addition to Heating Water (Add Heating to Heavily Used Vestibules for Freeze Protection)	September 1, 2019	December 31, 2019
EES-ME-8	Retro-commissioning	July 1, 2020	July 31, 2020
EES-ME-9	Heat Pump Controls Upgrades (Add DDC Temperature Sensors to Control and Schedule Heat Pumps)	September 1, 2019	December 31, 2019
EES-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2019	September 30, 2019
Hatley Elementary			
HES-ME-9	Retro-commissioning	July 1, 2020	July 31, 2020
HES-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2019	September 30, 2019
Mountain Bay Elementary			
MBES-ME-3	Retro-commissioning	July 1, 2019	July 31, 2019
MBES-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2018	September 30, 2018
Riverside Elementary			
RSES-ME-5	Cabinet Heaters and Glycol Addition to Heating Water (Add Heating to Heavily Used Vestibules for Freeze Protection)	September 1, 2019	December 31, 2019
RSES-ME-10	Retro-commissioning	July 1, 2020	July 31, 2020
RSES-ME-11	Heat Pump Controls Upgrades (Add DDC Temperature Sensors to Control and Schedule Heat Pumps)	September 1, 2019	December 31, 2019
RSES-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2019	September 30, 2019
Rothschild Elementary			
RCES-ME-1	Pneumatic-DDC Controls Conversion & Demand Control Ventilation for Gymnasium (Replace Control Valves/Dampers)	September 1, 2020	December 31, 2020
RCES-ME-9	Retro-commissioning	September 1, 2020	December 31, 2020
RCES-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2020	December 31, 2020
Weston Elementary			
WES-ME-6a	1962 Gym AHU Replacement with Variable Frequency Drive and Thermal Equalizers (Provide for Future Cooling)	September 1, 2020	December 31, 2020
WES-ME-7	Kiln/Kitchen Exhaust Fan/Hood Upgrades (Relocate Kiln & Add Dishwasher Hood)	September 1, 2020	December 31, 2020
WES-ME-8	1962 Exhaust Fan Replacements (Replace All Non-Functioning, Damaged/Rusted Equipment with EC Motors Not Requiring Belts)	September 1, 2020	December 31, 2020
WES-ME-9	Add Domestic Water Heater for Additional Capacity (Supplement Boiler Heat Exchanger which is Undersized for Kitchen and Handwashing)	September 1, 2020	December 31, 2020
WES-ME-10	Retro-commissioning	September 1, 2020	December 31, 2020
WES-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2020	September 30, 2020
DC Everest Middle School			
DCMS-ME-4	Retro-commissioning	July 1, 2020	July 31, 2020
DCMS-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2019	September 30, 2019
DC Everest Junior High School			
DCJH-ME-1	Pneumatic-DDC Controls Conversion & Demand Control Ventilation for Gymnasium (Replace Control Valves/Dampers)	September 1, 2020	December 31, 2020
DCJH-ME-2c	1951 Steam Conversion to Hot Water & 1951/62/91 Classroom Unit Ventilator Conversion to Displacement Ventilation (Chiller, Energy Rec., VAV)	September 1, 2020	December 31, 2020
DCJH-ME-7	2001 Cafeteria Air Handling Unit & Rooftop Unit Consolidation & Cooling Addition (Combine Two Units into One, VFD, Extend Chilled Water)	September 1, 2020	December 31, 2020
DCJH-ME-11	1951 Exhaust Fan/Hood Replacements	September 1, 2020	December 31, 2020
DCJH-ME-14	Domestic Water Heater Replacement (Convert to Condensing, High Efficiency Water Heaters)	September 1, 2020	December 31, 2020
DCJH-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2020	December 31, 2020
DC Everest Senior High School			
DCSH-ME-1	1969 Pneumatic-DDC Controls Conversion & Demand Control Ventilation for Gymnasium, Lobby, Auditorium, and Technical Education	September 1, 2020	December 31, 2020
DCSH-ME-2	1969 Dual Duct Box Conversion to VAV & Air Handling Unit Heating Coil Addition (Convert to Traditional VAV Air Handling System)	September 1, 2020	December 31, 2020
DCSH-ME-4	Chiller Water Plant Conversion to Air-Cooled Chiller for Additional Cooling Capacity	September 1, 2020	December 31, 2020
DCSH-ME-5	Gymnasium Cooling and Thermal Equalizer Additions (Dehumidification Provided for Wood Flooring)	September 1, 2020	December 31, 2020
DCSH-ME-10	Technical Education Cooling Addition (Provide Dehumidification to New and Existing Air Handling Units to Protect Metal Equipment/Tools)	September 1, 2020	December 31, 2020
DCSH-ME-15	Retro-commissioning	July 1, 2020	July 31, 2020
DCSH-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers with Tunable Fixtures for SPED areas)	September 1, 2020	September 30, 2020
DCSH-POOL-7	Pool Cover Addition (Provide Motorized Cover for Energy Savings and Improve Environment with Reduced Humidity)	September 1, 2020	December 31, 2020
Everest Building			
EB-ME-3	Retro-commissioning	July 1, 2019	July 31, 2019
EB-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers)	September 1, 2018	September 30, 2018
Administration Building			
ADM-ME-1	Retro-commissioning	July 1, 2019	July 31, 2019
ADM-LI-1	LED Lighting Upgrades (Replace Fluorescent Lighting & Provide Dimmers)	September 1, 2018	September 30, 2018
District Wide			
DW-ME-1	Water Conservation - Plumbing Fixture Retro-commissioning (Replace Flush Valve and Flush Tank Components, Aerators, Trim)	September 1, 2020	September 30, 2020
DW-GEN-1	Project Development Expense	January 1, 2018	January 1, 2018



D.C. Everest Area School District

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

Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel 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. Kristine Gilmore, Superintendent

FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

RE: Approval of \$25M Bond Resolution

DATE: December 13, 2017

The district is requesting the board approve the attached \$25M General Obligation School Improvement Bond Resolution for the purpose of funding the Act 32 Energy Efficiency projects outlined in the performance contract with Nexus Solutions, LLC.

WHEREAS, the District Clerk (in consultation with PMA) caused a form of notice of the sale to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on December 13, 2017;

WHEREAS, the District has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. PMA has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The School Board hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Official Notice of Sale and any other offering materials prepared and circulated by PMA are hereby ratified and approved in all respects. All actions taken by officers of the District and PMA in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Bonds. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of TWENTY-FIVE MILLION DOLLARS (\$25,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The District President and District Clerk or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation School Improvement Bonds, Series 2017"; shall be issued in the aggregate principal amount of \$25,000,000; shall be dated December 29, 2017; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2018. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt

Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on April 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2027 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2018 through 2036 for payments due in the years 2018 through 2037 in the amounts set forth on the Schedule. The amount of tax levied in the year 2018 shall be the total amount of debt service due on the Bonds in the years 2018 and 2019; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of interest on the Bonds in the year 2018.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The District hereby appropriates from proceeds of the Bonds or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Bonds coming due in 2018 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation School Improvement Bonds, Series 2017" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the District above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the School Board directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above)

shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed or for the payment of the principal of and the interest on the Bonds. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Bonds and the ownership, management and use of the projects will not cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The District Clerk or other officer of the District charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the District President and District Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Bonds, at least one of the

signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 11. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The District hereby authorizes the District President and District Clerk or other appropriate officers of the District to enter a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds.

Section 12. Persons Treated as Owners; Transfer of Bonds. The District shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the District President and District Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The District shall cooperate in any such transfer, and the District President and District Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 13. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the District at the close of business on the Record Date.

Section 14. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the District Clerk or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District Clerk's office.

Section 15. Official Statement. The School Board hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The District Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 16. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the District President and District Clerk, or other officer of the District charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 17. Record Book. The District Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 18. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The District President and District Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the District President and District Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 19. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the School Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded December 13, 2017.

Jason Jablonski
District President

ATTEST:

Rita A. Kasten
District Clerk

(SEAL)

EXHIBIT A

Official Notice of Sale

To be provided by PMA Securities, Inc. and incorporated into the Resolution.

(See Attached)

OFFICIAL NOTICE OF SALE

**D.C. EVEREST AREA SCHOOL DISTRICT
MARATHON COUNTY, WISCONSIN
\$25,000,000* GENERAL OBLIGATION SCHOOL IMPROVEMENT BONDS, SERIES 2017**

NOTICE IS HEREBY GIVEN that the School Board (the "Board") of D.C. Everest Area School District, Marathon County, Wisconsin (the "District"), will receive bids electronically via **MuniAuction** hosted by Grant Street Group (as more fully described below), for the purchase of its \$25,000,000* General Obligation School Improvement Bonds, Series 2017 (the "Bonds"), on an all or none basis at the following time and place:

DATE AND TIME: Beginning at 10:00 a.m. until 10:15 a.m.
Central Standard Time
December 13, 2017

PLACE: Offices of the District's Financial Advisor:
PMA Securities, Inc. (the "Financial Advisor")
770 North Jefferson Street, Suite 200
Milwaukee, WI 53202

AWARD OF BONDS: Bids will be publicly announced at the above time and place. Unless all bids are rejected, award will be made by a notification of sale to the bidder offering the lowest true interest cost ("TIC") to the District.

The Bonds

Proceeds of the Bonds will be used (i) for the public purpose of paying the cost of energy efficiency and capital improvement projects at District facilities and grounds, including HVAC upgrades and improvements, lighting, water system and plumbing improvements, control upgrades, water heating improvements, roof replacement, retro-commissioning improvements, pool improvements and acquisition of related equipment, (ii) pay capitalized interest on the Bonds through October 1, 2018, and (iii) to pay certain costs associated with the issuance of the Bonds.

The Bonds are being issued pursuant to Chapter 67 of the Wisconsin Statutes, an initial resolution adopted by the Board on October 25, 2017 and a resolution to be adopted by the Board on December 13, 2017 (the "Award Resolution"). The Bonds will be general obligations of the District for which its full faith and credit and taxing powers are pledged which taxes may, under current law, be levied without limitation as to rate or amount. The District is authorized and required by law to levy on all property taxable by the District such ad valorem taxes as may be necessary to pay the Bonds and the interest thereon. See "THE BONDS" and "CONSTITUTIONAL AND STATUTORY CONSIDERATIONS AND LIMITATIONS CONCERNING THE DISTRICT'S POWER TO

* Preliminary, subject to change.

INCUR INDEBTEDNESS” in the Preliminary Official Statement for further information on the authorization and security for the Bonds.

Bidding Instructions

All bids must be submitted on the MuniAuction website at www.grantstreet.com beginning at 10:00 a.m. until 10:15 a.m. Central Standard Time on December 13, 2017. No telephone, telefax or personal delivery bids will be accepted. The use of MuniAuction shall be at the bidder’s risk and expense and the District shall have no liability with respect thereto, including (without limitation) liability with respect to incomplete, late arriving and non-arriving bids. Any questions regarding bidding on the MuniAuction website should be directed to Grant Street Group (the “Auction Administrator”) at (412) 391-5555 x370.

Each bidder (“Bidder”) may change and submit bids as many times as it likes during the bidding time period; provided, however, each and any bid submitted subsequent to a Bidder’s initial bid must result in a lower TIC with respect to a bid, when compared to the immediately preceding bid of such Bidder. In the event that the revised bid does not produce a lower TIC with respect to a bid, the prior bid will remain valid.

If any bid in the auction becomes a leading bid two (2) minutes prior to the end of the auction, then the auction will be automatically extended by two (2) minutes from the time such bid was received by MuniAuction. The auction end time will continue to be extended, indefinitely, until a single leading bid remains the leading bid for at least two minutes.

The last valid bid submitted by a Bidder before the end of the bidding time period will be compared to all other final bids submitted by others to determine the winning Bidder or Bidders.

During the bidding, no Bidder will see any other Bidder’s bid, but Bidders will be able to see the ranking of their bid relative to other bids (i.e., “Leader”, “Cover”, “3rd” etc.).

On the Auction Page, Bidders will be able to see whether a bid has been submitted.

Bidders must comply with the Rules of MuniAuction in addition to the requirements of this Official Notice of Sale. To the extent there is a conflict between the Rules of MuniAuction and this Official Notice of Sale, this Official Notice of Sale shall control.

A Bidder submitting a winning bid (“Winning Bid”) is irrevocably obligated to purchase the Bonds at the rates and prices of the Winning Bid, if acceptable to the District, as set forth in this Official Notice of Sale. Winning Bids are not officially awarded to winning Bidders until formally accepted by the District as set forth in the Award Resolution.

Neither the District, the Financial Advisor, nor the Auction Administrator is responsible for technical difficulties that result in loss of a Bidder’s internet connection with MuniAuction, slowness in transmission of bids, any other technical problems resulting in bid submission failure, or any computational or data entry errors associated with using MuniAuction.

If for any reason a Bidder is disconnected from the Auction Page during the auction after having submitted a Winning Bid, such bid is valid and binding upon such Bidder, unless the District exercises its right to reject bids, as set forth herein.

Bids which generate error messages are not accepted until the error is corrected and the bid is received prior to the deadline.

Bidders accept and agree to abide by all terms and conditions specified in this Official Notice of Sale (including amendments, if any) related to the auction.

Neither the District, the Financial Advisor, nor the Auction Administrator is responsible to any Bidder for any defect or inaccuracy in this Official Notice of Sale, amendments thereto, or the Preliminary Official Statement as they appear on MuniAuction resulting in bid submission failure, or any computational or data entry errors associated with using MuniAuction.

Only Bidders who request and receive admission to the auction may submit bids. MuniAuction and the Auction Administrator reserve the right to deny access to the MuniAuction website to any Bidder, whether registered or not, at any time and for any reason whatsoever, in their sole and absolute discretion.

Neither the District, the Financial Advisor, nor the Auction Administrator is responsible for protecting the confidentiality of a Bidder's MuniAuction password.

If two bids submitted in the same auction by the same or two or more different Bidders result in the same TIC, the first confirmed bid received by MuniAuction prevails. Any change to a submitted bid constitutes a new bid, regardless of whether there is a corresponding change in the TIC.

Bidders must compare their final bids to those shown on the Observation Page immediately after the bidding time period ends, and if they disagree with the final results shown on the Observation Page they must report them to MuniAuction within 15 minutes after the bidding time period ends.

Regardless of the final results reported by MuniAuction, the Bonds are definitively awarded to the winning Bidder (the "Underwriter") only upon official award by the District. If, for any reason, the District fails to: (i) award the Bonds to the winner reported by MuniAuction, or (ii) deliver the Bonds to the Underwriter at settlement, neither the District, the Financial Advisor, nor the Auction Administrator will be liable for damages.

Bidders who submit a bid on the Auction Page by clicking the "Submit Bid" button must confirm that bid by clicking the "Yes, Submit Bid" button on the Confirmation Page.

Determination of Winning Bid

The Bonds will be awarded to the single and best Bidder whose bid will be determined upon the basis of the **lowest TIC** at the rates designated in said bid from the dated date to the maturity dates after deducting the bid premium or adding the bid discount, if any. The TIC will be calculated as the rate which, when used in computing the present value of all principal and interest to be paid on the Bonds (commencing on April 1, 2018 and semiannually on each April 1 and October 1 thereafter), produces an amount on the date of the Bonds (expected to be December 29, 2017) equal to the purchase price set forth in the bid. In the event of more than one proposal specifying the lowest TIC, the Bonds will be awarded to the Bidder whose bid was submitted first in time on the MuniAuction webpage.

The TIC of each bid will be computed by MuniAuction and reported on the Observation Page of the MuniAuction webpage immediately following the date and time for receipt of bids.

These TICs are subject to verification by the Financial Advisor and will be posted for informational purposes only and will not signify an actual award of any bid or an official declaration of the Winning Bid. The District or the Financial Advisor will notify the Bidder to whom the Bonds will be awarded, if and when such award is made.

Terms of the Bonds

The Bonds will be dated the date of issuance thereof, will mature on the dates and in the amounts, and not more than one rate should be specified for each maturity as described in the Official Bid Form attached hereto.

The Bonds due on and after April 1, 2028 are subject to redemption prior to maturity, at the option of the District, in whole or in part, from maturities selected by the District and within each maturity by lot as determined by the District, in integral multiples of \$5,000, on April 1, 2027 or on any date thereafter, at a redemption price of par plus accrued interest to the redemption date.

Term bonds are not allowed.

Bidding Parameters

The interest rates must be in multiples of one-eighth or one-twentieth of one percent (1/8 or 1/20 of 1%), and not more than one rate for a single maturity shall be specified. The rate bid for each maturity shall not exceed 5.00%. All bids must be for all of the Bonds and must be for not less than 102.5% and not more than 106.0% of the par amount thereof.

Attorneys' fees, Rating Agency fees, Financial Advisor fees, paying agent fees, the cost of distributing the Official Notice of Sale, the Preliminary Official Statement and the final Official Statement and miscellaneous expenses of said District incurred in connection with the offering and delivery of the Bonds shall all be the obligation of the Underwriter. The total of these fees is \$129,350.

A good faith deposit will not be required prior to bid opening. The Underwriter is required to submit a certified or cashier's check on a solvent bank or trust company or a wire transfer for TWO PERCENT OF PAR (2%) payable to the District Treasurer as evidence of good faith of the bidder (the "Deposit") not later than 3:30 P.M. Central Standard Time on the sale date. The Deposit of the Underwriter will be retained by the District pending delivery of the Bonds. The District may hold the proceeds of any Deposit or invest the same (at the District's risk) in obligations that mature at or before the delivery of the Bonds, until disposed of, as follows: (a) at the delivery of the Bonds and upon compliance with the Underwriter's obligation to take up and pay for the Bonds, the full amount of the Deposit held by the District, without adjustment for interest, shall be applied toward the purchase price of the Bonds at that time, and the full amount of any interest earnings thereon shall be retained by the District; and (b) if the Underwriter fails to take up and pay for the Bonds when tendered, the full amount of the Deposit plus any interest earnings thereon will be forfeited to the District as liquidated damages.

The District will furnish to the Underwriter the approving legal opinion of Bond Counsel. After delivery, the District will furnish to the Underwriter a complete certified transcript of all proceedings in connection with the issuance of the Bonds which shall include a non-litigation certificate showing that there is no litigation pending or threatened as to the validity or security of the Bonds.

Establishment of Issue Price

(a) The Purchaser shall assist the District in establishing the issue price of the Bonds and shall execute and deliver to the District at Closing an "issue price" or similar certificate setting forth the reasonably expected initial offering price to the Public or the sales price or prices of the Bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached hereto as Exhibit A, with such modifications as may be appropriate or necessary, in the reasonable judgment of the Purchaser, the District and Bond Counsel. All actions to be taken by the District under this Official Notice of Sale to establish the issue price of the Bonds may be taken on behalf of the District by the District's Financial Advisor, identified herein, and any notice or report to be provided to the District may be provided to the District's Financial Advisor.

(b) The District intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining "competitive sale" for purposes of establishing the issue price of the Bonds) will apply to the initial sale of the Bonds (the "Competitive Sale Requirements") because:

- (1) the District shall disseminate this Official Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- (2) all bidders shall have an equal opportunity to bid;
- (3) the District may receive bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and

- (4) the District anticipates awarding the sale of the Bonds to the bidder who submits a firm offer to purchase the Bonds at the lowest TIC, as set forth in this Official Notice of Sale.

Any bid submitted pursuant to this Official Notice of Sale shall be considered a firm offer for the purchase of the Bonds, as specified in the bid.

(c) In the event that the Competitive Sale Requirements are not satisfied, the District shall so advise the winning bidder. The District shall treat the first price at which 10% of a maturity of the Bonds (the "10% Test") is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis (and if different interest rates apply within a maturity, to each separate CUSIP number within that maturity). The winning bidder shall advise the District if any maturity of the Bonds satisfies the 10% Test as of the date and time of the award of the Bonds. **The District will not require bidders to comply with the "hold-the-offering-price rule" and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the Bonds as the issue price of that maturity. Bids will not be subject to cancellation in the event that the competitive sale requirements are not satisfied. Bidders should prepare their bids on the assumption that all of the maturities of the Bonds will be subject to the 10% Test in order to establish the issue price of the Bonds.**

(d) If the Competitive Sale Requirements are not satisfied, then until the 10% Test has been satisfied as to each maturity of the Bonds, the Purchaser agrees to promptly report to the District the prices at which the unsold Bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the Closing Date has occurred, until the 10% Test has been satisfied as to the Bonds of that maturity or until all Bonds of that maturity have been sold.

(e) By submitting a bid, each bidder confirms that: (i) any agreement among Underwriters, any selling group agreement and each retail distribution agreement (to which the bidder is a party) relating to the initial sale of the Bonds to the Public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such retail distribution agreement, as applicable, to report the prices at which it sells to the Public the unsold Bonds of each maturity allotted to it until it is notified by the Purchaser that either the 10% Test has been satisfied as to the Bonds of that maturity or all Bonds of that maturity have been sold to the Public, if and for so long as directed by the Purchaser and as set forth in the related pricing wires, and (ii) any agreement among Underwriters relating to the initial sale of the Bonds to the Public, together with the related pricing wires, contains or will contain language obligating each Underwriter that is a party to a retail distribution agreement to be employed in connection with the initial sale of the Bonds to the Public to require each broker-dealer that is a party to such retail distribution agreement to report the prices at which it sells to the Public the unsold Bonds of each maturity allotted to it until it is notified by the Purchaser or such underwriter that either the 10% Test has been satisfied as to the Bonds of that maturity or all Bonds of that maturity have been sold to the public, if and for so long as directed by the Purchaser or such Underwriter and as set forth in the related pricing wires.

(f) Sales of any Bonds to any person that is a Related Party to an Underwriter shall not constitute sales to the public for purposes of this Official Notice of Sale. Further, for purposes of this Official Notice of Sale:

- (i) “Public” means any person other than an underwriter or a related party,
- (ii) “Underwriter” means (A) any person that agrees pursuant to a written contract with the District (or with the lead Underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public),
- (iii) a purchaser of any of the Bonds is a “Related Party” to an Underwriter if the Underwriter and the Purchaser are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other), and
- (iv) “Sale Date” means the date that the Bonds are awarded by the District to the Purchaser.

Tax Status

Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, will deliver a legal opinion with respect to the federal income tax status applicable to the interest on the Bonds under existing law substantially in the form attached to the Preliminary Official Statement as Appendix A.

Not Qualified Tax-Exempt Obligations

The Bonds are not “qualified tax-exempt obligations” under the small issuer exception provided under Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), which affords banks and certain other financial institutions more favorable treatment of their deduction for interest expense than would otherwise be allowed under Section 265(b)(2) of the Code.

Book-Entry Only

The Bonds will be issued as fully-registered Bonds without coupons and, when issued, will be registered in the name of CEDE & Co., as nominee for The Depository Trust Company, New York, New York (“DTC”). DTC will act as securities depository of the Bonds. A single Bond certificate for each maturity will be issued to DTC and immobilized in its custody. Individual purchases may be made in book-entry-only form only through DTC participants, in the principal amount of \$5,000 or any integral multiple thereof. Individual purchasers will not receive certificates evidencing their ownership of the Bonds purchased. The Underwriter shall be required to deposit the Bond certificates with DTC as a condition to delivery of the Bonds. The District will make payments of principal and interest on the Bonds to DTC or its nominee as registered owner of the Bonds in same-day funds. Transfer of those payments to participants of DTC will be the responsibility of DTC; transfer of the payments to beneficial owners by DTC participants will be the responsibility of such participants and other nominees of beneficial owners all as required by DTC rules and procedures. No assurance can be given by the District that DTC, its participants and other nominees of beneficial owners will make prompt transfer of the payments as required by DTC rules and procedures. The District assumes no liability for failures of DTC, its participants or other nominees to promptly transfer payments to beneficial owners of the Bonds.

In the event that the securities depository relationship with DTC for the Bonds is terminated and the District does not appoint a successor depository, the District will prepare, authenticate and deliver, at its expense, fully-registered certificate Bonds in the denominations of \$5,000 or any integral multiple thereof in the aggregate principal amount of the Bonds of the same maturities and interest rate then outstanding to the beneficial owners of the Bonds.

CUSIP Numbers

It is intended that CUSIP numbers will be printed on the Bonds, but neither the failure to print or type such numbers on any Bonds nor any error with respect thereto shall constitute cause for a failure or refusal by the Underwriter to accept delivery of and make payment for the Bonds. All expenses in relation to the printing of CUSIP numbers, including CUSIP Service Bureau charges for the assignment of said numbers, shall be the responsibility of and shall be paid by the Underwriter.

Continuing Disclosure

The District covenants and agrees to enter into a written agreement or contract, constituting an undertaking (the “Undertaking”) to provide ongoing disclosure about the District for the benefit of the beneficial owners of the Bonds on or before the date of delivery of the Bonds as required under Section (b)(5) of Rule 15c2-12 (the “Rule”) adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended. The form of the Undertaking is set forth in Appendix C in the Preliminary Official Statement. Please see the section entitled “CONTINUING DISCLOSURE” in the Preliminary Official Statement for a description of the District’s compliance over the last five years with undertakings previously entered into by it pursuant to the Rule.

The Underwriter's obligation to purchase the Bonds shall be conditional upon the District delivering the Undertaking on or before the date of delivery of the Bonds.

Official Statement

The District declares the Preliminary Official Statement provided in connection with the sale of the Bonds to be final as of its date for purposes of the Rule, except for the omission of the offering prices or yields, the interest rates, any other terms or provisions required by the District specified in the bid, ratings, other terms of the Bonds depending on such matters, and the identity of the Underwriter. Upon the sale of the Bonds, the District will publish an Official Statement in substantially the same form as the Preliminary Official Statement, subject to minor additions, deletions and revisions as required to complete the Preliminary Official Statement. By submission of its bid, the Underwriter will be deemed to have certified that it has obtained and reviewed the Preliminary Official Statement. Promptly after the sale date, but in no event later than seven business days after the sale date, the District will provide the Underwriter with an electronic copy of the final Official Statement. The Underwriter agrees to supply to the District all information necessary to complete the Official Statement within 24 hours after the award of the Bonds.

Conditions of Closing

The District reserves the right to reject any or all bids and to determine the best bid in its sole discretion, and to waive any irregularity in any bid. Additionally, the District reserves the right to modify or amend this Official Notice of Sale; however, any such modification or amendment shall not be made less than twenty-four (24) hours prior to the date and time for receipt of bids on the Bonds and any such modification or amendment will be announced on the Amendments Page of the MuniAuction webpage and through *Thompson Municipal News*.

By submitting a bid, any bidder makes the representation that it understands Bond Counsel represents the District in the Bond transaction and, if such bidder has retained Bond Counsel in an unrelated matter, such bidder represents that the signatory to the bid is duly authorized to, and does consent to and waive for and on behalf of such bidder any conflict of interest of Bond Counsel arising from any adverse position to the District in this matter; such consent and waiver shall supersede any formalities otherwise required in any separate understandings, guidelines or contractual arrangements between the bidder and Bond Counsel.

The Bonds will be delivered to the Underwriter against full payment in immediately available funds as soon as they can be prepared and executed, which is expected to be December 29, 2017. Should delivery, however, be delayed beyond forty-five (45) days from the date of sale for any reason beyond the control of the District except failure of performance by the Underwriter, the District may cancel the award or the Underwriter may withdraw the Deposit and thereafter the Underwriter's interest in and liability for the Bonds will cease.

Additional Information

The Preliminary Official Statement and the Official Bid Form, together with other pertinent information, may be obtained from the District, Attention: Dr. Jack E. Stoskopf, Jr., Assistant Superintendent, Business/Personnel Services, 6300 Alderson Street, Weston, Wisconsin 54476, Telephone: (715) 359-4221, or from the Financial Advisor, Attention: Phil Hohlweck, 770 North Jefferson Street, Suite 200, Milwaukee, WI 53202, Telephone: (414) 225-0099, ext. 1507.

By order of the School Board of the District, dated this 6th day of December, 2017.

/s/ Jack E. Stoskopf, Jr.
Assistant Superintendent, Business/Personnel Services
D.C. Everest Area School District
Marathon County, Wisconsin

EXHIBIT B

Bid Tabulation

To be provided by PMA Securities, Inc. and incorporated into the Resolution.

(See Attached)

D.C. Everest Area School District
\$25,000,000 General Obligation School Improvement Bonds, Series 2017
Sale Date: December 13, 2017

Bidder	Firm	TIC	Time	Gross Interest	+ Discount/ (Premium)	Total Interest	Bid No.	Cumulative Improvement
JANN-MD	<u>Janney</u>	2.887749%	11:19:33 am	\$10,639,587.78	(1,482,612.40)	\$9,156,975.38	11	0.137828%
PIPE-DD	<u>Piper Jaffray</u>	2.905786%	11:17:46 am	\$10,645,303.33	(1,425,018.15)	\$9,220,285.18	5	0.036590%
MESI-JM	<u>Mesirow</u>	2.937444%	11:15:34 am	\$10,698,085.56	(1,388,308.10)	\$9,309,777.46	3	0.082361%
CITI-MP	<u>Citigroup</u>	2.940396%	11:19:23 am	\$10,733,625.56	(1,417,188.90)	\$9,316,436.66	8	0.091399%
FIFT-GK	<u>Fifth Third</u>	2.950114%	11:13:43 am	\$10,703,282.36	(1,372,494.45)	\$9,330,787.91	8	0.112109%
NORT-DS	<u>Northland</u>	2.960292%	11:17:35 am	\$10,447,739.14	(1,112,366.00)	\$9,335,373.14	10	0.191856%
JPMO-JM	<u>JP Morgan</u>	2.973608%	11:15:19 am	\$10,856,069.69	(1,412,689.80)	\$9,443,379.89	3	0.048387%
RWBA-DK	<u>Robert Baird</u>	2.979657%	11:13:11 am	\$10,835,398.89	(1,403,807.65)	\$9,431,591.24	1	-
UBSS-JO	<u>UBS Financial</u>	3.032659%	11:18:50 am	\$10,364,580.14	(863,179.05)	\$9,501,401.09	4	0.094246%
AMER-MH	<u>Bank of America</u>	3.049956%	11:12:48 am	\$10,531,222.80	(947,015.95)	\$9,584,206.85	2	0.024573%
Total Bids:							58	

SOURCE: MUNIAUCTION

Note: There was also a bid received from Jefferies & Company that was rejected due to an error they made in calculating their bid.

EXHIBIT C

Winning Bid

To be provided by PMA Securities, Inc. and incorporated into the Resolution.

(See Attached)

**OFFICIAL BID FORM
(OPEN INTERNET AUCTION)**

School Board
D.C. Everest Area School District
Marathon County, Wisconsin

December 13, 2017

Ladies and Gentlemen:

Subject to all the provisions of the Official Notice of Sale, which is expressly made a part of this bid, we offer to purchase the General Obligation School Improvement Bonds, Series 2017 (the "Bonds") as described below:

Par amount of Bonds:	\$25,000,000
Dated date:	Date of issuance
Purchase price:	\$26,482,612.40
(not less than 102.5% and not more than 106.0% of the par amount of the Bonds)	

The Bonds shall bear interest as follows (each rate (i) a multiple of 1/8 or 1/20 of 1% and (ii) not exceeding 5.00%):

<u>Maturity</u> <u>(April)</u>	<u>Amount (\$)</u>	<u>Rate (%)</u>
2021	500,000	3.000
2022	950,000	4.000
2023	1,230,000	4.000
2024	1,265,000	4.000
2025	1,310,000	5.000
2026	1,365,000	5.000
2027	1,415,000	5.000
2028	1,455,000	4.000
2029	1,500,000	4.000
2030	1,550,000	4.000
2031	1,600,000	3.000
2032	1,655,000	3.000
2033	1,715,000	3.000
2034	1,775,000	3.000
2035	1,840,000	3.000
2036	1,905,000	3.000
2037	1,970,000	3.000

Term bonds are not allowed.

The Bonds due on and after April 1, 2028 are subject to redemption prior to maturity, at the option of the District, in whole or in part, from maturities selected by the District and within each maturity by lot as determined by the District, in integral multiples of \$5,000, on April 1, 2027 or on any date thereafter, at a redemption price of par plus accrued interest to the redemption date.

The Bonds are to be accompanied by the unqualified approving legal opinion of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, and a certificate evidencing that no litigation is pending against the District, which will affect the validity or security of these Bonds.

Attorneys' fees, Rating Agency fees, Financial Advisor fees, paying agent fees, the cost of distributing the Official Notice of Sale, the Preliminary Official Statement and the Official Statement and miscellaneous expenses of said District incurred in connection with the offering and delivery of the Bonds shall all be the obligation of the Underwriter. The total of these fees is \$129,350.

If the net interest cost or the true interest cost stated below is incorrectly computed, the undersigned agrees that the purchase price and interest rates above shall prevail.

Net Interest Cost:	\$9,156,975.38
True Interest Cost:	2.887749%

This bid is a firm offer for the purchase of the Bonds identified in the Official Notice of Sale, on the terms set forth in this bid form and the Official Notice of Sale, and is not subject to any conditions, except as permitted by the Official Notice of Sale. By submitting this bid, we confirm that we have an established industry reputation for underwriting new issuances of municipal bonds. *[If the bidder cannot confirm an established industry reputation for underwriting new issuances of municipal bonds, the preceding sentence should be crossed out.]*

We understand that if we are the winning bidder that we will deposit with the District Treasurer not later than 3:30 P.M. Central Standard Time on the sale date a certified or cashier's check or wire transfer in the amount of two percent (2%) of the par amount of the Bonds payable to said District as a guarantee of good faith, to be applied in accordance with the Official Notice of Sale.



Managing Underwriter Signature

Name of Firm:

Jannety Montgomery Scott

Direct Contact:

Mark Davis

Address:

1717 Arch St

Phila PA 19102

Phone Number:

215 665 6521

E-Mail Address:

mdavis@jannety.com

—PLEASE ATTACH A LIST OF ACCOUNT MEMBERS—

The foregoing offer is hereby accepted this 13th day of December, 2017 by the School Board of D.C. Everest Area School District, Marathon County, Wisconsin, and in recognition therefore is signed by the official of the District empowered and authorized to make such acceptance.

President, School Board
D.C. Everest Area School District
Marathon County, Wisconsin

EXHIBIT D-1

Pricing Summary

To be provided by PMA Securities, Inc. and incorporated into the Resolution.

(See Attached)

D.C. Everest Area School District

\$25,000,000 - FINAL

General Obligation School Improvement Bonds, Series 2017

Dated/Close: December 29, 2017

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price
04/01/2021	Serial Coupon	3.000%	1.620%	500,000.00	104.357%	-	-	-	521,785.00
04/01/2022	Serial Coupon	4.000%	1.740%	950,000.00	109.229%	-	-	-	1,037,675.50
04/01/2023	Serial Coupon	4.000%	1.850%	1,230,000.00	110.718%	-	-	-	1,361,831.40
04/01/2024	Serial Coupon	4.000%	1.960%	1,265,000.00	111.952%	-	-	-	1,416,192.80
04/01/2025	Serial Coupon	5.000%	2.000%	1,310,000.00	120.164%	-	-	-	1,574,148.40
04/01/2026	Serial Coupon	5.000%	2.060%	1,365,000.00	122.211%	-	-	-	1,668,180.15
04/01/2027	Serial Coupon	5.000%	2.160%	1,415,000.00	123.706%	-	-	-	1,750,439.90
04/01/2028	Serial Coupon	4.000%	2.370%	1,455,000.00	113.472%	c 2.502%	04/01/2027	100.000%	1,651,017.60
04/01/2029	Serial Coupon	4.000%	2.480%	1,500,000.00	112.498%	c 2.704%	04/01/2027	100.000%	1,687,470.00
04/01/2030	Serial Coupon	4.000%	2.600%	1,550,000.00	111.447%	c 2.884%	04/01/2027	100.000%	1,727,428.50
04/01/2031	Serial Coupon	3.000%	2.900%	1,600,000.00	100.803%	c 2.926%	04/01/2027	100.000%	1,612,848.00
04/01/2032	Serial Coupon	3.000%	2.950%	1,655,000.00	100.399%	c 2.965%	04/01/2027	100.000%	1,661,603.45
04/01/2033	Serial Coupon	3.000%	3.000%	1,715,000.00	100.000%	-	-	-	1,715,000.00
04/01/2034	Serial Coupon	3.000%	3.050%	1,775,000.00	99.360%	-	-	-	1,763,640.00
04/01/2035	Serial Coupon	3.000%	3.080%	1,840,000.00	98.932%	-	-	-	1,820,348.80
04/01/2036	Serial Coupon	3.000%	3.100%	1,905,000.00	98.611%	-	-	-	1,878,539.55
04/01/2037	Serial Coupon	3.000%	3.150%	1,970,000.00	97.843%	-	-	-	1,927,507.10
Total	-	-	-	\$25,000,000.00	-	-	-	-	\$26,775,656.15

Bid Information

Par Amount of Bonds	\$25,000,000.00
Reoffering Premium or (Discount)	1,775,656.15
Gross Production	\$26,775,656.15
Total Underwriter's Discount (1.172%)	\$(293,043.75)
Bid (105.930%)	26,482,612.40
Total Purchase Price	\$26,482,612.40
Bond Year Dollars	\$308,998.89
Average Life	12.360 Years
Average Coupon	3.4432447%
Net Interest Cost (NIC)	2.9634331%
True Interest Cost (TIC)	2.8877486%

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PMA Securities, Inc.
Public Finance/Financial Planning - ph

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities, Inc. and incorporated into the Resolution.

(See Attached)

D.C. Everest Area School District

\$25,000,000 - FINAL

General Obligation School Improvement Bonds, Series 2017

Dated/Close: December 29, 2017

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Total
12/29/2017	-	-	-	-	-
04/01/2018	-	-	232,887.78	232,887.78	-
10/01/2018	-	-	455,650.00	455,650.00	688,537.78
04/01/2019	-	-	455,650.00	455,650.00	-
10/01/2019	-	-	455,650.00	455,650.00	911,300.00
04/01/2020	-	-	455,650.00	455,650.00	-
10/01/2020	-	-	455,650.00	455,650.00	911,300.00
04/01/2021	500,000.00	3.000%	455,650.00	955,650.00	-
10/01/2021	-	-	448,150.00	448,150.00	1,403,800.00
04/01/2022	950,000.00	4.000%	448,150.00	1,398,150.00	-
10/01/2022	-	-	429,150.00	429,150.00	1,827,300.00
04/01/2023	1,230,000.00	4.000%	429,150.00	1,659,150.00	-
10/01/2023	-	-	404,550.00	404,550.00	2,063,700.00
04/01/2024	1,265,000.00	4.000%	404,550.00	1,669,550.00	-
10/01/2024	-	-	379,250.00	379,250.00	2,048,800.00
04/01/2025	1,310,000.00	5.000%	379,250.00	1,689,250.00	-
10/01/2025	-	-	346,500.00	346,500.00	2,035,750.00
04/01/2026	1,365,000.00	5.000%	346,500.00	1,711,500.00	-
10/01/2026	-	-	312,375.00	312,375.00	2,023,875.00
04/01/2027	1,415,000.00	5.000%	312,375.00	1,727,375.00	-
10/01/2027	-	-	277,000.00	277,000.00	2,004,375.00
04/01/2028	1,455,000.00	4.000%	277,000.00	1,732,000.00	-
10/01/2028	-	-	247,900.00	247,900.00	1,979,900.00
04/01/2029	1,500,000.00	4.000%	247,900.00	1,747,900.00	-
10/01/2029	-	-	217,900.00	217,900.00	1,965,800.00
04/01/2030	1,550,000.00	4.000%	217,900.00	1,767,900.00	-
10/01/2030	-	-	186,900.00	186,900.00	1,954,800.00
04/01/2031	1,600,000.00	3.000%	186,900.00	1,786,900.00	-
10/01/2031	-	-	162,900.00	162,900.00	1,949,800.00
04/01/2032	1,655,000.00	3.000%	162,900.00	1,817,900.00	-
10/01/2032	-	-	138,075.00	138,075.00	1,955,975.00
04/01/2033	1,715,000.00	3.000%	138,075.00	1,853,075.00	-
10/01/2033	-	-	112,350.00	112,350.00	1,965,425.00
04/01/2034	1,775,000.00	3.000%	112,350.00	1,887,350.00	-
10/01/2034	-	-	85,725.00	85,725.00	1,973,075.00
04/01/2035	1,840,000.00	3.000%	85,725.00	1,925,725.00	-
10/01/2035	-	-	58,125.00	58,125.00	1,983,850.00
04/01/2036	1,905,000.00	3.000%	58,125.00	1,963,125.00	-
10/01/2036	-	-	29,550.00	29,550.00	1,992,675.00
04/01/2037	1,970,000.00	3.000%	29,550.00	1,999,550.00	-
10/01/2037	-	-	-	-	1,999,550.00
Total	\$25,000,000.00	-	\$10,639,587.78	\$35,639,587.78	-

Yield Statistics

Bond Year Dollars	\$308,998.89
Average Life	12.360 Years
Average Coupon	3.4432447%
Net Interest Cost (NIC)	2.9634331%
True Interest Cost (TIC)	2.8877486%
Bond Yield for Arbitrage Purposes	2.7435295%
All Inclusive Cost (AIC)	2.8877486%

IRS Form 8038

Net Interest Cost	2.7413660%
Weighted Average Maturity	12.076 Years

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PMA Securities, Inc.

Public Finance/Financial Planning - ph

EXHIBIT E

(Form of Bond)

REGISTERED	UNITED STATES OF AMERICA	DOLLARS
	STATE OF WISCONSIN	
	MARATHON COUNTY	
NO. R-___	D.C. EVEREST AREA SCHOOL DISTRICT	\$ _____
	GENERAL OBLIGATION SCHOOL IMPROVEMENT BOND,	
	SERIES 2017	

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP:
April 1, 20___	December 29, 2017	___%	_____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

FOR VALUE RECEIVED, the D.C. Everest Area School District, Marathon County, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2018 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$25,000,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of paying the cost of energy efficiency and capital improvement projects at District facilities and grounds, including HVAC upgrades and

improvements, lighting, water system and plumbing improvements, control upgrades, water heating improvements, roof replacement, retro-commissioning improvements, pool improvements and acquisition of related equipment, as authorized by resolutions adopted on October 25, 2017 and December 13, 2017. Said resolutions are recorded in the official minutes of the School Board for said dates.

The Bonds maturing on April 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2027 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the District appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the

Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the D.C. Everest Area School District, Marathon County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified District President and District Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

D.C. EVEREST AREA SCHOOL DISTRICT,
MARATHON COUNTY, WISCONSIN

By: _____
Jason Jablonski
District President

(SEAL)

By: _____
Rita A. Kasten
District Clerk

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned resolution of the D.C. Everest Area School District, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)



D.C. Everest Area School District

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

Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel 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. Kristine Gilmore, Superintendent

FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

RE: Approval of Energy Efficiency Revenue Limit Exemption Resolution

DATE: December 13, 2017

The district is requesting the board approve the attached Revenue Limit Exemption for Energy Efficiency Projects Resolution for the purpose of exceeding the revenue limit as a result of energy efficiency projects being financed with \$25,000,000 General Obligation School Improvement Bonds.

RESOLUTION TO EXCEED REVENUE LIMIT ON NON-RECURRING BASIS

Debt Service Payments on Energy Efficiency Measures

Be it resolved that the D.C. Everest Area School District is exercising its taxing authority under s. 121.91 (4) (o), Wis. Stats., on or before October 1st, to exceed the revenue limit on a non-recurring basis by an amount the District will spend on principal and interest payments for debt issued for new energy efficiency measures and energy efficiency products for the 2018-19 school year.

The projects are financed with \$25,000,000 G.O. School Improvement Bonds dated December 29, 2017 for a term of 20 years. The amounts to be expended are shown below.

<u>LEVY</u> <u>YEAR</u>	<u>YEAR</u> <u>DUE</u>	<u>AMOUNT</u>
2018	2019	\$117,225
2019	2020	\$911,300
2020	2021	\$1,403,800
2021	2022	\$1,827,300
2022	2023	\$2,063,700
2023	2024	\$2,048,800
2024	2025	\$2,035,750
2025	2026	\$2,023,875
2026	2027	\$2,004,375
2027	2028	\$1,979,900
2028	2029	\$1,965,800
2029	2030	\$1,954,800
2030	2031	\$1,949,800
2031	2032	\$1,955,975
2032	2033	\$1,965,425
2033	2034	\$1,973,075
2034	2035	\$1,983,850
2035	2036	\$1,992,675
2036	2037	\$1,999,550

After review of the recommendations report per s. 66.0133 (2) (b), Stats., the District has determined that the \$34,156,975 it would spend on energy efficiency projects recommended in the report is not likely to exceed the amount to be saved in annual utility costs of \$4,203,622 and non-utility costs of \$41,756,757 over the remaining 40-year useful life of the facility to which the measures apply.

The Board has entered into a 20-year performance contract under s. 66.0133, Stats., with Nexus Solutions, LLC for a project to implement the following energy efficiency measures or to purchase energy efficiency products. The Board has also identified the following cost recovery performance indicators to measure energy savings and/or operational savings for each measure or product, including the timeline for cost recovery:

Please See Attached Cost/Savings Analysis

The Board shall annually perform an evaluation of the performance indicators and shall report to the electorate as an addendum in the required published budget summary document per s. 65.90, Wis. Stats., and in the school district's newsletter or in the published minutes of the school board meeting. The Board shall use this evaluation to determine the amount of energy or utility cost savings, as a result of the project, that shall be applied to retire the debt.

Name of School District	D.C. Everest Area School District
Name of Qualified Contractor	Nexus Solutions
Contract Length (years)	20
Total Project Cost*	\$25,000,000
Total Project Payback Period	16.5
Years of Debt Payments	20
Remaining Useful Life of the Facility	40

SUMMARY COST/SAVINGS ANALYSIS							
PROJECT EXPENDITURES				Payback Years	PROJECT COST SAVINGS		
Specific Energy Efficiency Measure or Products	Project Cost	Financing Cost (Interest)	Total Project Cost Including Financing	Cost/Savings	Total Average Annual Utility Cost Savings Over Term	Total Average Annual Non-Utility Cost Savings Over Term	One-time Savings
Mechanical System Upgrades	\$20,868,691	\$7,643,763	\$28,512,454	20.7	\$58,073	\$1,319,124	\$0
Plumbing Improvements & Water Conservation	\$457,259	\$167,484	\$624,744	9.6	\$33,923	\$31,160	\$0
Lighting Improvements	\$3,674,050	\$1,345,727	\$5,019,777	8.0	\$118,185	\$505,796	\$0
Entire Energy Efficiency Project *	\$25,000,000	\$9,156,975	\$34,156,975	16.5	\$210,180	\$1,856,079	\$0

Cost Saving(Recovery) Performance Indicators and Measures											
Electricity Utility Savings				Heating Utility Savings				Water Utility Savings			
Measurement Units kWh	Unit Savings	Cost per Unit	Cost Savings	Measurement Unit Therms	Unit Savings	Cost per Unit	Cost Savings	Measurement Units Gallons	Unit Savings	Cost per Unit	Cost Savings
kWh	166,605	\$0.114	\$19,039	Therms	29,878	\$0.67	\$19,965	Gallons	0	0	\$0
kWh	36,639	\$0.112	\$4,089	Therms	8,848	\$0.66	\$5,867	Gallons	2,420	\$5.30	\$12,828
kWh	765,503	\$0.104	\$79,377	Therms	0	\$0.00	\$0	Gallons	0	0	\$0

Cost Saving(Recovery) Performance Indicators and Measures					
Annual Operational Savings		Annual Capital Cost Avoidance		One-Time Savings	
Description	Cost Savings	Description	Cost Savings	Description	Cost Savings
Reduced Maintenance and Repair Costs	\$57,919	Labor, Maintenance & Repair, Increased Productivity	\$828,051		\$0
Reduced Maintenance and Repair Costs	\$1,907	Labor, Maintenance & Repair, Increased Productivity	\$19,021		\$0
Reduced Maintenance and Repair Costs	\$15,995	Labor, Maintenance & Repair, Increased Productivity	\$323,715		\$0



D.C. Everest Area School District

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

Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel 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. Kristine Gilmore, Superintendent
FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services
RE: 2018-2019 School Fees
DATE: December 13, 2017

The district is always looking for ways to ensure equitable opportunities for our students. We know that some of the fees that go along with the choices to sign up for classes or participate in co-curriculars serves as a barrier to participation. Though the district relies on these fees to assist in related expenses, we would like to recommend a few changes to the fees schedule. We have determined that we can use current building-level funds and designate year-end dollars to cover any shortfall that may occur.

It is our hope to continue to examine our fee structure as we go forward to ensure students are not opting out of classes or participation opportunities because of fees. At the same time, all fees cannot be eliminated at this time as that would create a budgetary concern.

The district recommends the elimination of the following fees beginning with the 2018-2019 school year and that all other fees remain the same.

Eliminate all course fees for at the Junior High
Estimated reduction in revenues of **\$9,201.00**

Eliminate all athletic and club fees for grades 6-8
Estimated reduction in revenues of **\$19,595**



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TO: Dr. Kristine Gilmore, Superintendent

FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

RE: Post-Employment Benefit Recommended Changes/Early Retirement Age

DATE: December 13, 2017

The district made major modifications to the post-employment benefits in recent years past. The post-employment health insurance benefit for salaried staff was reduced from \$67,000 to \$60,000. Employees hired after July 1, 2014 do not qualify for a benefit at this time. The number of people eligible for benefits continues to decrease each year.

When the current post-employment benefits in the handbook were presented to the board, it was made clear that the district's Fund 73 would have no problem funding the current benefits for many years into the future. Since that time, we have continued to make the ARC (Annual Required Contributions) to that fund based on the every-other-year required actuarial study. So we remain in a very health financial position in that account.

The study requires that calculations be made assuming that down the road the majority of people who work in the district will eventually receive the stated benefits. However, with our hourly staff having to work to age 59 and give 25 years of service, that is not the actual case. We typically have a higher turnover rate with hourly staff than we do salaried staff.

It is not often that our hourly staff member stay in the district for 25 years. However, we do have some. Post employee benefits for hourly staff are much less than for salaried staff. Due to the fact that few hourly staff ever meet all the criteria to receive a benefit (25 years of service and reach age 59), little is paid out of fund 73 to this group of individuals. It is also the opinion of the administration that there is something to be said for hourly staff that have shown loyalty to the district for 25, 30 and 35+ years of service to the district. We don't have many, but we do have some – and we are requesting a post-employment benefit increase for those select few.

In light of the fact that employees can no longer stay on our health insurance plan when they leave the district, there is no need to keep the retirement age for post-employment benefits at age 57 (salaried employees – with 15 years of experience) and 59 (hourly staff with 25 years of service). Reducing the minimum age for both groups by two years would not have a negative financial effect on the district.

Recommendations:

- Reduce eligibility for retirement benefit from age 57 to 55 for all salaried employees
- Reduce eligibility for retirement benefit from age 59 to 57 for all hourly employees
- No change to post-employment benefit amount for salaried employees
- Change post-employment HRA benefit for hourly staff for those that reach age 57 with **25 years** of service to a fixed amount of **\$30,000**. (Current benefit for those who have served 25 years $\$700 \times 25 = \$17,500$)
- Change post-employment HRA benefit for hourly staff for those that reach age 57 with **30 years** of service to a fixed amount of **\$40,000**. (Current benefit for those who have served 30 years $\$700 \times 30 = \$21,000$)
- Change post-employment HRA benefit for hourly staff for those that reach age 57 with **35 years** of service to a fixed amount of **\$50,000**. (Current benefit for those who have served 35 years $\$700 \times 35 = \$24,500$)

Effective upon date of approval.



D.C. Everest Area School District

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

Dr. Jack E. Stoskopf, Jr.
Assistant Superintendent

MISSION STATEMENT

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

To: Dr. Kristine Gilmore, Superintendent
D.C. Everest School Board

From: Jack E. Stoskopf, Jr., Assistant Superintendent
Emmett McBride, Director of Technology

Date: November 29, 2017

Re: Apple Lease Renewal

Purpose:

The District is seeking board approval for the renewal of the District's lease with Apple for new iPads, computers, laptops, and Apple TV's.

Background:

The District entered a lease agreement with Apple in 2015 to provide Apple iPad devices to students and staff as part of the 1:1 Initiative. The residual value of those devices is now at a premium where they can be sold to increase the District's purchasing power when rotating them out for new more powerful devices. Technology rotation schedules are typically best in a three to five-year window. When residual values are taken into consideration as well as a much reduced price per new device; maximum value is provided to the District.

In order to empower and enable the District's teachers and students, it is responsible to upgrade and replace devices that will provide more flexibility and more power. The District strives to provide the best tools possible on a consistent basis to further student opportunities.

Presently, the District is now able to sell the currently-used iPads and use that money along with budgeted funds, to update and increase our staff and student technology fleet. It will also allow us to re-purpose equipment that will not be sold.

The current annual lease payment is \$618,000. By using the funds from the sale of the current devices for new cases and putting the remaining dollars against the new lease, the annual payments would drop to \$612,557.00 – a reduction of just under \$6,000 annually. Additionally, this lease would include more devices than the last lease including iPads and Laptops for our staff as well as new Apple TV devices for all our classrooms.

Recommendation:

- 1) Approve the sale of currently-used devices
- 2) Approve new 4-year lease agreement with Apple in the amount of \$2,861,393.00

Documents will be available at the board meeting for signing.



Lease Documentation Checklist

Documents Required Prior to Shipment

Scanned to Apple

NOTE: Please call Robin Ficca at 800-669-9441 ex.1734 with any questions.

Schedule (Exhibit A)	Lessee Signature, Name/Title & Execution Date	<u> X </u>
Incumbency Certificate (Exhibit C)	The Incumbency section is to be executed by a person other than the signer of the documents. This may be a Board Secretary/Clerk, any Board Member, OR the Superintendent.	<u> X </u>
Bank Qualified Designation (Exhibit D)	This tells us if the issue is "Bank Qualified" or "Non-Bank Qualified"	<u> X </u>
Lease Payment Instructions (Exhibit E)	Identify how Lease is to be invoiced.	<u> X </u>
Insurance Coverage Requirements (Exh F)	Complete name of insurance company and contact information.	<u> X </u>
Opinion of Counsel (Exhibit G)	Forward attached document to attorney for completion.	<u> X </u>
IRS Form 8038-G or 8038-GC	Included for reference, please complete the Questionnaire only	<u> X </u>
Essential Use Audit	Complete in its entirety.	<u> X </u>
Sales/Use Tax Exemption Certificate	Please provide a copy, if applicable. Please list Seller as Apple Inc. and its Assigns.	<u> X </u>

NOTE: Please provide scanned copies of the above items to rficca@leasedirect.com.

Documents Required Prior to Funding

Mailed to Apple

Originals of all the above	Please mail to: Apple Financial Services Attention: Robin Ficca 1111 Old Eagle School Rd. Wayne PA 19087	<u> X </u>
Insurance Certificate or Self-Insurance Letter	Provide All Risk Personal Property and General Liability Coverage listing Apple Inc. and its assigns as "Loss Payee" and "Additionally Insured" or provide a self insurance letter as described in the "Insurance Coverage Requirements."	<u> X </u>
Acceptance Certificate (Exhibit B)	Lessee Signature, Name/Title & Execution Date. <i>Sign upon Acceptance</i>	<u> X </u>
Advance Lease Payment	Invoice attached, if applicable.	<u> X </u>
Board Resolution or Minutes approving the Lease Purchase	Please provide a copy.	<u> X </u>

EXHIBIT A

SCHEDULE NO. PUB17265 DATED November 29, 2017 TO MASTER LEASE PURCHASE AGREEMENT DATED April 1, 2015

This Schedule No. PUB17265 ("Schedule") is entered into pursuant to that Master Lease Purchase Agreement dated April 1, 2015 ("Master Lease"), and is effective as of November 29, 2017. All of the terms and conditions of the Master Lease, including Lessee's representations and warranties, are incorporated herein by reference. Unless otherwise indicated, all capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Master Lease.

To the extent that less than all of the Equipment subject to this Schedule has been installed and accepted by Lessee on or prior to the date hereof, Lessee hereby acknowledges that a portion of the Equipment has not been delivered, installed and accepted by Lessee for purposes of this Lease. In consideration of the foregoing, Lessee hereby acknowledges and agrees that its obligation to make Lease Payments as set forth in this Schedule is absolute and unconditional as of the date hereof and on each date and in the amounts as set forth in the Lease Payment Schedule, subject to the terms and conditions of the Lease.

Lessee expressly represents that at least ninety-five percent (95%) of the financing cost set forth in this Schedule is being used to acquire Equipment that will be capitalizable for federal income tax purposes

EQUIPMENT INFORMATION	
QTY	EQUIPMENT DESCRIPTION
	Computer Hardware--See attached Exhibit 1.

LEASE PAYMENT SCHEDULE						
Pmt #	Payment Date	Payment Amount	Interest	Principal	Purchase Price after scheduled payment(s)	Outstanding Balance
Commencement:	01/15/2018					\$2,861,393.00
1	03/30/2018	\$450,000.00	\$4,582.93	\$445,417.07	\$2,470,335.39	\$2,415,975.93
2	07/15/2018	\$612,557.11	\$5,595.13	\$606,961.98	\$1,849,716.76	\$1,809,013.95
3	07/15/2019	\$612,557.11	\$14,291.20	\$598,265.91	\$1,237,989.87	\$1,210,748.04
4	07/15/2020	\$612,557.11	\$9,564.90	\$602,992.21	\$621,430.34	\$607,755.83
5	07/15/2021	\$612,557.11	\$4,801.28	\$607,755.83	\$0.00	\$0.00
Totals		\$2,900,228.44	\$38,835.44	\$2,861,393.00		
Promotional Interest Rate	.79%					

LESSEE ACKNOWLEDGES THAT THE AMOUNT FINANCED BY LESSOR IS \$2,778,465.50 AND THAT SUCH AMOUNT, NET OF ANY ADVANCE PAYMENTS, IS THE ISSUE PRICE FOR FEDERAL INCOME TAX PURPOSES. THE YIELD FOR THIS SCHEDULE FOR FEDERAL INCOME TAX PURPOSES IS 2.55%. SUCH ISSUE PRICE AND YIELD WILL BE STATED IN THE APPLICABLE IRS FORM 8038-G OR 8038-GC, AS APPLICABLE.

IMPORTANT: Read before signing. The terms of the Master Lease should be read carefully because only those terms in writing are enforceable. Terms or oral promises which are not contained in this written agreement may not be legally enforced. The terms of the Master Lease or Lease may only be changed by another written agreement between Lessor and Lessee. Lessee agrees to comply with the terms and conditions of the Master Lease and this Lease.

Commencement Date: **January 15, 2018**

LESSOR: **APPLE INC.**

LESSEE: **DC EVEREST AREA SCHOOL DISTRICT**

SIGNATURE: **X** _____

SIGNATURE: **X** _____

NAME / TITLE: **X** _____

NAME / TITLE: **X** **Jack E. Stoskopf, Jr.**

DATE: **X** _____

DATE: **X** **December 13, 2017**

EXHIBIT 1 – EQUIPMENT INFORMATION to Schedule No. PUB17265
under Master Lease Purchase Agreement dated April 1, 2015

#	Product Description	Qty
1	<p>iPad Wi-Fi 32GB – Space Gray (10-pack) Part Number BMGQ2LL/A</p> <p>iPad Wi-Fi 32GB – Space Gray (10-pack) Part Number: MP2R2LL/A Quantity: 6470</p>	647
2	<p>10.5-inch iPad Pro Wi-Fi 64GB – Space Gray (10-pack) Part Number BMMX2LL/A</p> <p>10.5-inch iPad Pro Wi-Fi 64GB – Space Gray (10-pack) Part Number: MQE42LL/A Quantity: 480</p>	48
3	<p>10.5-inch iPad Pro Wi-Fi 64GB – Space Gray Part Number MQDT2LL/A</p>	8
4	<p>13-inch MacBook Pro: 2.3GHz dual-core i5, 256GB – Space Gray Part Number MPXT2LL/A Configuration:</p> <ul style="list-style-type: none"> • 2.3GHz Dual-core Intel Core i5, Turbo Boost up to 3.6GHz • Intel Iris Plus Graphics 640 • 8GB 2133MHz LPDDR3 SDRAM • 256GB PCIe-based SSD • Force Touch Trackpad • Two Thunderbolt 3 Ports • Backlit Keyboard (English) / User's Guide (English) 	377

5	21.5-inch iMac with Retina 4K display Part Number Z0TK Configuration: <ul style="list-style-type: none"> • 3.0GHz quad-core Intel Core i5, Turbo Boost up to 3.5GHz • 8GB 2400MHz DDR4 • 1TB Fusion Drive • Radeon Pro 555 with 2GB video memory • Apple Magic Mouse 2 • Magic Keyboard (English) / User's Guide (English) 	74
6	Apple TV 4K 32GB Part Number MQD22LL/A	370
7	AppleCare OS Support – Preferred Part Number D5690ZM/A	1

The above Equipment includes all attachments and accessories attached thereto and made a part thereof.

ACCEPTANCE OF LEASE PAYMENT OBLIGATION

Re: Master Lease Schedule of Equipment No. **PUB17265** to that certain Master Lease Purchase Agreement dated as of **April 1, 2015** between Apple Inc., as Lessor, and **DC EVEREST AREA SCHOOL DISTRICT**, as Lessee.

In accordance with the Master Lease Purchase Agreement (the "Agreement"), the undersigned hereby acknowledges and represents that:

All or a portion of the Equipment (as such term is defined in the Agreement) listed in the above-referenced Master Lease Schedule of Equipment No. **PUB17265** (the "Schedule") has not been delivered, installed, or available for use and has not been placed in service as of the date hereof;

Lessee acknowledges that Lessor has agreed to set aside funds in an amount sufficient to provide financing (to the extent requested by Lessee and agreed to by Lessor) for the Equipment listed in the Schedule (the "Financed Amount");

The Financed Amount is set forth as the "Principal Component" of Lease Payments in the Lease Payment Schedule attached to the Schedule as Exhibit A ("Exhibit A"); and

Lessee agrees to execute a Payment Request Form, attached to the Agreement as Exhibit B, authorizing payment of the Financed Amount, or a portion thereof, for each disbursement of funds.

NOTWITHSTANDING that all or a portion of the Equipment has not been delivered to, or accepted by, Lessee on the date hereof, Lessee warrants that:

(a) Lessee's obligation to commence Lease Payments as set forth in Exhibit A is absolute and unconditional as of the Commencement Date of the Schedule and on each date set forth in Exhibit A thereafter, subject to the terms and conditions of the Agreement;

(b) Immediately upon delivery and acceptance of all the Equipment, Lessee will notify Lessor of Lessee's final acceptance of the Equipment by delivering to Lessor a "Final Acceptance Certificate" in the form set forth as Exhibit B to the Agreement;

(c) In the event that any surplus amount remains from the funds set aside or an event of nonappropriation under the Agreement occurs, any amount then remaining shall be applied or distributed in accordance with Lessor's standard servicing procedures, which includes, but is not limited to, application of the remaining amount to the next Lease Payment and other amounts due; and

(d) Regardless of whether Lessee delivers a Final Acceptance Certificate, Lessee shall be obligated to pay all Lease Payments (including principal and interest) as they become due as set forth in Exhibit A.

AGREED TO on **X December 13, 2017**

DC EVEREST AREA SCHOOL DISTRICT

By **X** _____

Name **X** **Jack E. Stoskopf, Jr.**

Title **X** **Assistant Superintendent for Business and Personnel Services**

EXHIBIT C

INCUMBENCY CERTIFICATE

SCHEDULE NO. PUB17265 TO MASTER LEASE PURCHASE AGREEMENT DATED April 1, 2015

Being a knowledgeable and authorized agent of the Lessee, I hereby certify to Lessor that the person(s) who executed the Master Lease and this Schedule are legally authorized to do so on behalf of the Lessee and that the signatures that appear on the Master Lease and Schedule are genuine.

LESSEE: **DC EVEREST AREA SCHOOL DISTRICT**

Signature: **X** _____

Printed Name/Title: **X** **Rita Kasten - School Board Clerk**

Date: **X** **December 13, 2017**

(THE INCUMBENCY IS TO BE EXECUTED BY A PERSON OTHER THAN THE SIGNER OF THIS SCHEDULE AND RELATED DOCUMENTS. THIS MAY BE A BOARD CLERK/SECRETARY, BOARD MEMBER OR SUPERINTENDENT.)

EXHIBIT D

BANK QUALIFIED DESIGNATION

SCHEDULE NO. PUB17265 TO MASTER LEASE PURCHASE AGREEMENT DATED April 1, 2015

Lessee hereby represents and certifies the following (please check one):

Bank Qualified

- Lessee has designated, and hereby designates, this Lease as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). In making that designation, Lessee hereby certifies and represents that:
- As of the date hereof in the current calendar year, neither Lessee nor any other issuer on behalf of Lessee has designated more than \$10,000,000 of obligations (including this Lease) as “qualified tax-exempt obligations”;
 - Lessee reasonably anticipates that the total amount of tax-exempt obligations (including this Lease) to be issued by or on behalf of Lessee (or allocated to Lessee) during the current calendar year will not exceed \$10,000,000;
 - The Lease will not be at any time a “private activity bond” as defined in Section 141 of the Code;
 - The Lease is not subject to control by any entity and there are no entities subject to control by Lessee; and
 - Not more than \$10,000,000 of obligations of any kind (including the Lease) issued by, on behalf of or allocated to Lessee will be designated for purposes of Section 265(b)(3) of the Code during the current calendar year.

Non-Bank Qualified

- Lessee has not designated this Lease as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Code.

LESSEE: **DC EVEREST AREA SCHOOL DISTRICT**

Signature: **X** _____

Printed Name/Title: **X Jack E. Stoskopf, Jr., Assistant Superintendent**

Date: **X December 13, 2017**

EXHIBIT F

INSURANCE COVERAGE REQUIREMENTS

DC EVEREST AREA SCHOOL DISTRICT

- 1) Insurance Agency - Name of Agency, Phone Number, Fax Number, and Contact Name

EMC Insurance Company

Dave Young

16455 W. Bluemound Road

Phone: 262-717-3900

Brookfield, Wisconsin 53005-5976

- 2) Property Damage & Loss Coverage -

- a) "All Risk" Physical Damage & Loss Insurance
- b) Include: Policy Number, Effective Date, Expiration Date, **Description of Equipment OR REF#PUB17265** and Equipment Location*
- c) **APPLE INC. and its Assigns** named "Loss Payee"
- d) Endorsement giving 30 days written notice of any changes or cancellation.
LIMITS: The full replacement value of the equipment.

- 3) General Liability Coverage -

- a) Liability insurance that protects Lessor from liability in all events in form and amount satisfactory to Lessor
- b) Include: Policy Number, Effective Date, Expiration Date and Equipment Location*
- c) **APPLE INC. and its Assigns** named "Additional Insured"
- d) Endorsement giving 30 days written notice of any changes or cancellation.

- 4) The Certificate Holder should be named as follows:

APPLE INC. and its Assigns
1111 Old Eagle School Road
Wayne, PA 19087

***If the equipment is located in several different places, please have the insurance company add one of the following statements to the certificate:**

1- a general statement on the certificate which would acknowledge that the equipment is covered no matter where it may be located.

2- a statement about the equipment being located throughout your organization's facilities.

FOR SELF INSURANCE:

A letter needs to be prepared on Lessee's Letterhead and addressed to **APPLE INC. and its Assigns**, and signed by an authorized official of the Lessee. The letter must refer to the Master Lease, and include information regarding the statute authorizing this form of insurance (with a copy of the statute attached to the letter).



Financial Services
Education Finance

- Check here if your billing or Equipment Location has changed or is incorrect. Please note changes on the reverse side.
Payments sent without a copy of this invoice may be subject to a delay in processing.

INVOICE# ADV17265
 REFERENCE # PUB17265
 CUSTOMER #
 DUE DATE: 03/30/18
 TOTAL DUE \$450,000.00

- Please do not send correspondence to this address.
- Make check payable to :

Apple Inc. c/o Apple Financial Services
 REF # PUB17265
 1111 OLD EAGLE SCHOOL RD.
 WAYNE, PA 19087

LEASE PAYMENT INVOICE

Remit Lease Payment to:

Apple Inc.
 1111 Old Eagle School Rd.
 Wayne, PA 19087
 Attn: Robin Ficca

Future Remittance:

Apple Inc. c/o Apple Financial Services
 PO Box 41602
 Philadelphia, PA 19182-2276

INVOICE #	REFERENCE #	CUSTOMER
ADV17265	PUB17265	
P.O. NUMBER		EQUIPMENT DESCRIPTION
		SEE BELOW
EQUIPMENT LOCATION		
DC EVEREST AREA SCHOOL DISTRICT 6300 ALDERSON ST. SCHOFIELD WI 54476		

EQUIPMENT DESCRIPTION	DUE DATE	PAYMENT AMOUNT
Apple Computer Equipment	3/30/18	\$450,000.00
TOTAL DUE		\$450,000.00

FOR PROPER CREDIT, PLEASE SUBMIT A COPY OF THIS INVOICE WITH PAYMENT



December 8, 2017

Apple Inc.
1111 Old Eagle School Road
Wayne, PA 19087

Re: Schedule No. PUB17265, dated November 29, 2017 to Master Lease Purchase Agreement dated as of April 1, 2015 between Apple Inc., as Lessor, and DC EVEREST AREA SCHOOL DISTRICT, as Lessee.

Ladies and Gentlemen:

As legal counsel to DC EVEREST AREA SCHOOL DISTRICT (the "Lessee"), I have examined (a) an executed counterpart of a certain Master Lease Purchase Agreement dated as of April 1, 2015 and Exhibits thereto (collectively, the "Agreement") by and between Apple Inc. (the "Lessor") and the Lessee, and an executed counterpart of Schedule No. PUB17265 dated November 29, 2017 (the "Schedule") to the Agreement, by and between the Lessor and the Lessee, which, among other things, provides for the lease with option to purchase to the Lessee of certain property listed in the Schedule (the "Equipment"), (b) a certified copy of the resolution (the "Authorizing Resolution") of the governing body of the Lessee which, among other things, authorizes the Lessee to enter into the Agreement and the Schedule and (c) such other opinions, documents and matters of law as I have deemed necessary in connection with the following opinion. The Schedule and the terms and provisions of the Agreement incorporated therein by reference together with the Lease Payment Schedule attached to the Schedule are herein referred to collectively as the "Lease".

Based on the foregoing, I am of the following opinion:

(1) Lessee is duly organized and legally existing as a city, county, school district, special district or other local government unit under the laws of the State of Lessee State, with full power and authority to enter into, and perform its obligations under, the Lease;

December 8, 2017

Page 2

(2) The Lease has been duly authorized, executed, and delivered by Lessee. Assuming due authorization, execution and delivery thereof by Lessor, the Lease is a legal, valid and binding obligation of Lessee, enforceable against Lessee in accordance with its terms, except to the extent limited by state and federal laws affecting creditors' remedies and by bankruptcy, reorganization, moratorium or other laws of general application relating to or affecting the enforcement of creditors' rights;

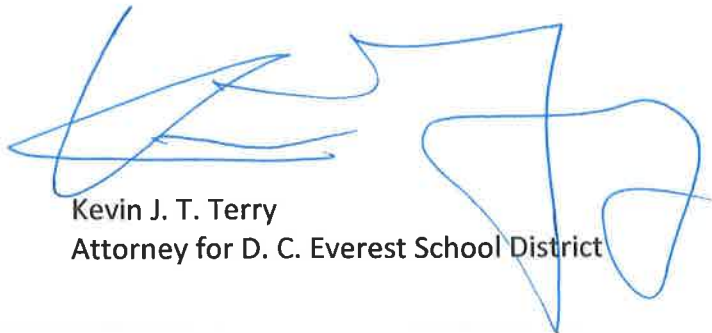
(3) Lessee has complied with any applicable property acquisition laws and public bidding requirements in connection with the Lease and the transactions contemplated thereby, and the Authorizing Resolution was duly adopted at a meeting that was held in compliance with all applicable laws relating to the holding of open and public meetings.

(4) There is no proceeding pending or, to the best of my knowledge (after diligent inquiry), threatened in any court or before any governmental authority or arbitration board or tribunal that, if adversely determined, would adversely affect the transactions contemplated by the Lease or the security interest of Lessor or its assigns, as the case may be, in the Equipment thereunder.

All capitalized terms herein shall have the same meanings as in the Lease unless otherwise provided herein. Lessor, its successors and assigns, and any counsel rendering an opinion on the tax-exempt status of the interest components of the Lease Payments, are entitled to rely on this opinion.

Very truly yours,

RUDER WARE L.L.S.C.



Kevin J. T. Terry
Attorney for D. C. Everest School District



ESSENTIAL USE CERTIFICATE

1. Has any of the equipment to be leased been delivered? () YES (X) NO
 Is the equipment to be leased replacing any existing equipment? (X) YES () NO
 If YES, how long has the existing equipment been in use?
 (X) 1-3 years () 4-5 years () 6-7 years () 7+ years

Why is the existing equipment being replaced? Upgrade to newer equipment

What will be done with the replaced equipment? Sold

2. What grade levels, locations and departments will utilize the equipment to be leased?
 (X) K-4 () University (X) Social Sciences
 (X) 5-6 (X) Math () Computer Lab
 (X) 7-8 (X) Science (X) Classroom: _____
 (X) 9-12 (X) Language Arts () Other: _____

Who will be the principal users of the equipment? (Total of all users below equal 100%)
 (X) Students: 80 % (X) Classified Faculty: 4 % () Other: _____ %
 (X) Certified Faculty: 15 % (X) Administrative: 1 % () Other: _____ %

What applications will the equipment be used for and what benefits will the equipment provide? (Please be detailed.) Multiple Applications for the Education of Pre-K12 Students

(Use additional pages if necessary.)

3. What is/are the sources of funding for repayment of the lease?
 (X) General Fund () Other
 Fund: _____
 () Grant Revenue (detail type of grant): _____ ()
 Other: _____

Are the funds for the payment(s) due in the first fiscal year of the lease appropriated and encumbered in the District's approved budget? (X) YES () NO
 If NO, why are the funds not appropriated and encumbered in an approved budget?

4. Has the District's governing Board approved entering into the lease? (X) YES () NO
 If YES, please provide a copy of Board Minutes or Resolution.
 If NO, why is a Board approval not required, or when will the Board approve entering into the lease? _____

5. Has the School District ever non-appropriated funds? () YES (X) NO
 If YES, please provide details regarding any non-appropriation: _____

Completed By: Dr. Jack E. Stoskopf, Jr. Completed By: Mr. Emmett McBride

Title: Assistant Superintendent for Business and Personnel Services Title: Director of Technology

Date: December 13, 2017 Date: December 13, 2017

IRS FORM 8038-G QUESTIONNAIRE

NAME OF LESSEE: DC EVEREST AREA SCHOOL DISTRICT

ADDRESS OF LESSEE: 6300 ALDERSON ST.

SCHOFIELD WI 54476

Written Tax Compliance Procedures

The IRS Form 8038-G asks specific questions about whether written procedures exist with regard to compliance with the federal tax code for tax-exempt obligations. Please answer the following questions to help us complete the form correctly prior to your signature. Please note that your answers to these questions will not impact the terms or conditions of the subject transaction:

1. Has the Lessee established written procedures to monitor compliance with federal tax restrictions for the term of the lease? The written procedures should identify a particular individual within Lessee’s organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered.

YES _____ NO X If Yes, please attach/provide a copy.

Answer the following question *only if* proceeds of the current financing will be funded to an ESCROW Account.

The IRS Form 8038-G asks specific questions about written procedures to monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary, make payments of arbitrage rebate earned to the United States.

2. Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to being spent and to ensure that any positive arbitrage rebate earned is paid to the United States?

YES _____ NO _____ If Yes, please attach/provide a copy.

If you have further questions, please consult your regular bond or legal counsel.

December 13, 2017

The following 8038 G or GC Form is a SAMPLE only.

The actual 8038G or GC will be completed and sent to you for your signature after closing, with instructions to return the original to us at your earliest convenience.

This is being done in this manner to comply with Internal Revenue Service regulations.

Thank you.

Information Return for Tax-Exempt Governmental Obligations

► Under Internal Revenue Code section 149(e)
 ► See separate instructions.
Caution: If the issue price is under \$100,000, use Form 8038-GC.

OMB No. 1545-0720

Part I Reporting Authority If Amended Return, check here ►

1 Issuer's name

2 Issuer's employer identification number (EIN)

3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)

3b Telephone number of other person shown on 3a

4 Number and street (or P.O. box if mail is not delivered to street address) Room/suite

5 Report number (For IRS Use Only) 3

6 City, town, or post office, state, and ZIP code

7 Date of issue

8 Name of issue

9 CUSIP number

10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions)

10b Telephone number of officer or other employee shown on 10a

Part II Type of Issue (enter the issue price). See the instructions and attach schedule.

11	Education	XXXXXX
12	Health and hospital	XXXXXX
13	Transportation	XXXXXX
14	Public safety	XXXXXX
15	Environment (including sewage bonds)	XXXXXX
16	Housing	XXXXXX
17	Utilities	XXXXXX
18	Other. Describe ►	XXXXXX

19 If obligations are TANs or RANs, check only box 19a
 If obligations are BANs, check only box 19b
 20 If obligations are in the form of a lease or installment sale, check box

Part III Description of Obligations. Complete for the entire issue for which this form is being filed.

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	XXXXXX	\$ XXXXXX	\$ XXXXXX	XXXXXX years	XXXXXX %

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)

22	Proceeds used for accrued interest	XXXXXX
23	Issue price of entire issue (enter amount from line 21, column (b))	XXXXXX
24	Proceeds used for bond issuance costs (including underwriters' discount)	XXXXXX
25	Proceeds used for credit enhancement	XXXXXX
26	Proceeds allocated to reasonably required reserve or replacement fund	XXXXXX
27	Proceeds used to currently refund prior issues	XXXXXX
28	Proceeds used to advance refund prior issues	XXXXXX
29	Total (add lines 24 through 28)	XXXXXX
30	Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	XXXXXX

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.

31 Enter the remaining weighted average maturity of the bonds to be currently refunded XXXXXX years

32 Enter the remaining weighted average maturity of the bonds to be advance refunded XXXXXX years

33 Enter the last date on which the refunded bonds will be called (MM/DD/YYYY) XXXXXX

34 Enter the date(s) the refunded bonds were issued ► (MM/DD/YYYY) XXXXXX

Instructions for Form 8038-G



Department of the Treasury
Internal Revenue Service

(Rev. September 2011)

Information Return for Tax-Exempt Governmental Obligations

Section references are to the Internal Revenue Code unless otherwise noted.

General Instructions

Purpose of Form

Form 8038-G is used by issuers of tax-exempt governmental obligations to provide the IRS with the information required by section 149(e) and to monitor the requirements of sections 141 through 150.

Who Must File

IF the issue price (line 21, column (b)) is...	THEN, for tax-exempt governmental obligations issued after December 31, 1986, issuers must file...
\$100,000 or more	A separate Form 8038-G for each issue
Less than \$100,000	Form 8038-GC, Information Return for Small Tax-Exempt Governmental Bond Issues, Leases, and Installment Sales



For all build America bonds and recovery zone economic development bonds use Form 8038-B, Information Return for Build America Bonds and Recovery Zone Economic Development Bonds. For tax credit bonds and specified tax credit bonds use Form 8038-TC, Information Return for Tax Credit Bonds and Specified Tax Credit Bonds.

When To File

File Form 8038-G on or before the 15th day of the 2nd calendar month after the close of the calendar quarter in which the bond is issued. Form 8038-G may not be filed before the issue date and must be completed based on the facts as of the issue date.

Late filing. An issuer may be granted an extension of time to file Form 8038-G under Section 3 of Rev. Proc. 2002-48, 2002-37 I.R.B. 531, if it is determined that the failure to file timely is not due to willful neglect. Type or print at the top of the form "Request for Relief under section 3 of Rev. Proc. 2002-48" and attach a letter explaining why Form 8038-G was not submitted to the IRS on time. Also indicate whether the bond issue in question is under examination by the IRS. Do not submit copies of the trust

indenture or other bond documents. See *Where To File* next.

Where To File

File Form 8038-G, and any attachments, with the Department of the Treasury, Internal Revenue Service Center, Ogden, UT 84201.

Private delivery services. You can use certain private delivery services designated by the IRS to meet the "timely mailing as timely filing/paying" rule for tax returns and payments. These private delivery services include only the following:

- DHL Express (DHL); DHL Same Day Service.
- Federal Express (FedEx): FedEx Priority Overnight, FedEx Standard Overnight, FedEx 2Day, FedEx International Priority, and FedEx International First.
- United Parcel Service (UPS): UPS Next Day Air, UPS Next Day Air Saver, UPS 2nd Day Air, UPS 2nd Day Air A.M., UPS Worldwide Express Plus, and UPS Worldwide Express.

The private delivery service can tell you how to get written proof of the mailing date.

Other Forms That May Be Required

For rebating arbitrage (or paying a penalty in lieu of arbitrage rebate) to the Federal government, use Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate.

For private activity bonds, use Form 8038, Information Return for Tax-Exempt Private Activity Bond Issues.

For build America bonds (Direct Pay), build America bonds (Tax Credit), and recovery zone economic development bonds, complete Form 8038-B, Information Return for Build America Bonds and Recovery Zone Economic Development Bonds.

For qualified forestry conservation bonds, new clean renewable energy bonds, qualified energy conservation bonds, qualified zone academy bonds, qualified school construction bonds, clean renewable energy bonds, Midwestern tax credit bonds, and all other qualified tax credit bonds (except build America bonds), file Form 8038-TC, Information Return for Tax Credit Bonds and Specified Tax Credit Bonds.

Rounding to Whole Dollars

You may show amounts on this return as whole dollars. To do so, drop amounts less than 50 cents and increase amounts from 50 cents through 99 cents to the next higher dollar.

Questions on Filing Form 8038-G

For specific questions on how to file Form 8038-G send an email to the IRS at TaxExemptBondQuestions@irs.gov and put "Form 8038-G Question" in the subject line. In the email include a description of your question, a return email address, the name of a contact person, and a telephone number.

Definitions

Tax-exempt obligation. This is any obligation, including a bond, installment purchase agreement, or financial lease, on which the interest is excluded from income under section 103.

Tax-exempt governmental obligation. A tax-exempt obligation that is not a private activity bond (see below) is a tax-exempt governmental obligation. This includes a bond issued by a qualified volunteer fire department under section 150(e).

Private activity bond. This includes an obligation issued as part of an issue in which:

- More than 10% of the proceeds are to be used for any private activity business use, **and**
- More than 10% of the payment of principal or interest of the issue is **either (a)** secured by an interest in property to be used for a private business use (or payments for such property) **or (b)** to be derived from payments for property (or borrowed money) used for a private business use.

It also includes a bond, the proceeds of which **(a)** are to be used directly or indirectly to make or finance loans (other than loans described in section 141(c)(2)) to persons other than governmental units and **(b)** exceeds the lesser of 5% of the proceeds **or** \$5 million.

Issue price. The issue price of obligations is generally determined under Regulations section 1.148-1(b). Thus, when issued for cash, the issue price is the first price at which a substantial amount of the obligations are sold to the public. To determine the issue price of an obligation issued for property, see sections 1273 and 1274 and the related regulations.

Issue. Generally, obligations are treated as part of the same issue if they are issued by the same issuer, on the same date, and in a single transaction, or a series of related transactions. However, obligations issued during the same calendar year (a) under a loan agreement under which amounts are to be advanced periodically (a "draw-down loan") or (b) with a term not exceeding 270 days, may be treated as part of the same issue if the obligations are equally and ratably secured under a single indenture or loan agreement and are issued under a common financing arrangement (for example, under the same official statement periodically updated to reflect changing factual circumstances). Also, for obligations issued under a draw-down loan that meet the requirements of the preceding sentence, obligations issued during different calendar years may be treated as part of the same issue if all of the amounts to be advanced under the draw-down loan are reasonably expected to be advanced within 3 years of the date of issue of the first obligation. Likewise, obligations (other than private activity bonds) issued under a single agreement that is in the form of a lease or installment sale may be treated as part of the same issue if all of the property covered by that agreement is reasonably expected to be delivered within 3 years of the date of issue of the first obligation.

Arbitrage rebate. Generally, interest on a state or local bond is not tax-exempt unless the issuer of the bond rebates to the United States arbitrage profits earned from investing proceeds of the bond in higher yielding nonpurpose investments. See section 148(f).

Construction issue. This is an issue of tax-exempt bonds that meets both of the following conditions:

1. At least 75% of the available construction proceeds are to be used for construction expenditures with respect to property to be owned by a governmental unit or a section 501(c)(3) organization, and
2. All the bonds that are part of the issue are qualified 501(c)(3) bonds, bonds that are not private activity bonds, or private activity bonds issued to finance property to be owned by a governmental unit or a section 501(c)(3) organization.

In lieu of rebating any arbitrage that may be owed to the United States, the issuer of a construction issue may make an irrevocable election to pay a penalty. The penalty is equal to 1½% of the amount of construction proceeds that do not meet certain spending requirements. See section 148(f)(4)(C) and the Instructions for Form 8038-T.

Specific Instructions

Part I—Reporting Authority

Amended return. An issuer may file an amended return to change or add to the information reported on a previously filed

return for the same date of issue. If you are filing to correct errors or change a previously filed return, check the *Amended Return* box in the heading of the form.

The amended return must provide all the information reported on the original return, in addition to the new or corrected information. Attach an explanation of the reason for the amended return and write across the top, "Amended Return Explanation." Failure to attach an explanation may result in a delay in processing the form.

Line 1. The issuer's name is the name of the entity issuing the obligations, not the name of the entity receiving the benefit of the financing. For a lease or installment sale, the issuer is the lessee or the purchaser.

Line 2. An issuer that does not have an employer identification number (EIN) should apply for one on Form SS-4, Application for Employer Identification Number. You can get this form on the IRS website at IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676). You may receive an EIN by telephone by following the instructions for Form SS-4.

Line 3a. If the issuer wishes to authorize a person other than an officer or other employee of the issuer (including a legal representative or paid preparer) to communicate with the IRS and whom the IRS may contact about this return (including in writing or by telephone), enter the name of such person here. The person listed in line 3a must be an individual. Do not enter the name and title of an officer or other employee of the issuer here (use line 10a for that purpose).

Note. By authorizing a person other than an authorized officer or other employee of the issuer to communicate with the IRS and whom the IRS may contact about this return, the issuer authorizes the IRS to communicate directly with the individual entered on line 3a and consents to disclose the issuer's return information to that individual, as necessary, to process this return.

Lines 4 and 6. If you listed an individual on line 3a to communicate with the IRS and whom the IRS may contact about this return, enter the number and street (or P.O. box if mail is not delivered to street address), city, town, or post office, state, and ZIP code of that person. Otherwise, enter the issuer's number and street (or P.O. box if mail is not delivered to street address), city, town, or post office, state, and ZIP code.

Note. The address entered on lines 4 and 6 is the address the IRS will use for all written communications regarding the processing of this return, including any notices.

Line 5. This line is for IRS use only. Do not make any entries in this box.

Line 7. The date of issue is generally the date on which the issuer physically

exchanges the bonds that are part of the issue for the underwriter's (or other purchaser's) funds. For a lease or installment sale, enter the date interest starts to accrue in a MM/DD/YYYY format.

Line 8. If there is no name of the issue, please provide other identification of the issue.

Line 9. Enter the CUSIP (Committee on Uniform Securities Identification Procedures) number of the bond with the latest maturity. If the issue does not have a CUSIP number, write "None."

Line 10a. Enter the name and title of the officer or other employee of the issuer whom the IRS may call for more information. If the issuer wishes to designate a person other than an officer or other employee of the issuer (including a legal representative or paid preparer) whom the IRS may call for more information about the return, enter the name, title, and telephone number of such person on lines 3a and 3b.



Complete lines 10a and 10b even if you complete lines 3a and 3b.

Part II—Type of Issue



Elections referred to in Part II are made on the original bond documents, not on this form.

Identify the type of obligations issued by entering the corresponding issue price (see *Issue price* under *Definitions* earlier). Attach a schedule listing names and EINs of organizations that are to use proceeds of these obligations, if different from those of the issuer, include a brief summary of the use and indicate whether or not such user is a governmental or nongovernmental entity.

Line 18. Enter a description of the issue in the space provided.

Line 19. If the obligations are short-term tax anticipation notes or warrants (TANs) or short-term revenue anticipation notes or warrants (RANs), check box 19a. If the obligations are short-term bond anticipation notes (BANs), issued with the expectation that they will be refunded with the proceeds of long-term bonds at some future date, check box 19b. Do not check both boxes.

Line 20. Check this box if property other than cash is exchanged for the obligation, for example, acquiring a police car, a fire truck, or telephone equipment through a series of monthly payments. (This type of obligation is sometimes referred to as a "municipal lease.") Also check this box if real property is directly acquired in exchange for an obligation to make periodic payments of interest and principal. **Do not** check this box if the proceeds of the obligation are received in the form of cash, even if the term "lease" is used in the title of the issue.

Part III—Description of Obligations

Line 21. For column (a), the final maturity date is the last date the issuer must redeem the entire issue.

For column (b), see *Issue price* under *Definitions* earlier.

For column (c), the stated redemption price at maturity of the entire issue is the sum of the stated redemption prices at maturity of each bond issued as part of the issue. For a lease or installment sale, write "N/A" in column (c).

For column (d), the weighted average maturity is the sum of the products of the issue price of each maturity and the number of years to maturity (determined separately for each maturity and by taking into account mandatory redemptions), divided by the issue price of the entire issue (from line 21, column (b)). For a lease or installment sale, enter instead the total number of years the lease or installment sale will be outstanding.

For column (e), the yield, as defined in section 148(h), is the discount rate that, when used to compute the present value of all payments of principal and interest to be paid on the obligation, produces an amount equal to the purchase price, including accrued interest. See Regulations section 1.148-4 for specific rules to compute the yield on an issue. If the issue is a variable rate issue, write "VR" as the yield of the issue. For other than variable rate issues, carry the yield out to four decimal places (for example, 5.3125%). If the issue is a lease or installment sale, enter the effective rate of interest being paid.

Part IV—Uses of Proceeds of Bond Issue

For a lease or installment sale, write "N/A" in the space to the right of the title for Part IV.

Line 22. Enter the amount of proceeds that will be used to pay interest from the date the bonds are dated to the date of issue.

Line 24. Enter the amount of the proceeds that will be used to pay bond issuance costs, including fees for trustees and bond counsel. If no bond proceeds will be used to pay bond issuance costs, enter zero. Do not leave this line blank.

Line 25. Enter the amount of the proceeds that will be used to pay fees for credit enhancement that are taken into account in determining the yield on the issue for purposes of section 148(h) (for example, bond insurance premiums and certain fees for letters of credit).

Line 26. Enter the amount of proceeds that will be allocated to such a fund.

Line 27. Enter the amount of the proceeds that will be used to pay principal, interest, or call premium on any other issue of bonds within 90 days of the date of issue.

Line 28. Enter the amount of the proceeds that will be used to pay

principal, interest, or call premium on any other issue of bonds after 90 days of the date of issue, including proceeds that will be used to fund an escrow account for this purpose.

Part V—Description of Refunded Bonds

Complete this part only if the bonds are to be used to refund a prior issue of tax-exempt bonds. For a lease or installment sale, write "N/A" in the space to the right of the title for Part V.

Lines 31 and 32. The remaining weighted average maturity is determined without regard to the refunding. The weighted average maturity is determined in the same manner as on line 21, column (d).

Line 34. If more than a single issue of bonds will be refunded, enter the date of issue of each issue. Enter the date in an MM/DD/YYYY format.

Part VI—Miscellaneous

Line 35. An allocation of volume cap is required if the nonqualified amount for the issue is more than \$15 million but is not more than the amount that would cause the issue to be private activity bonds.

Line 36. If any portion of the gross proceeds of the issue is or will be invested in a guaranteed investment contract (GIC), as defined in Regulations section 1.148-1(b), enter the amount of the gross proceeds so invested, as well as the final maturity date of the GIC and the name of the provider of such contract.

Line 37. Enter the amount of the proceeds of this issue used to make a loan to another governmental unit, the interest of which is tax-exempt.

Line 38. If the issue is a loan of proceeds from another tax-exempt issue, check the box and enter the date of issue, EIN, and name of issuer of the master pool obligation.

Line 40. Check this box if the issue is a construction issue and an irrevocable election to pay a penalty in lieu of arbitrage rebate has been made on or before the date the bonds were issued. The penalty is payable with a Form 8038-T for each 6-month period after the date the bonds are issued. Do not make any payment of penalty in lieu of arbitrage rebate with this form. See Rev. Proc. 92-22, 1992-1 C.B. 736 for rules regarding the "election document."

Line 41a. Check this box if the issuer has identified a hedge on its books and records according to Regulations sections 1.148-4(h)(2)(viii) and 1.148-4(h)(5) that permit an issuer of tax-exempt bonds to identify a hedge for it to be included in yield calculations for computing arbitrage.

Line 42. In determining if the issuer has super-integrated a hedge, apply the rules of Regulations section 1.148-4(h)(4). If the hedge is super-integrated, check the box.

Line 43. If the issuer takes a "deliberate action" after the issue date that causes

the conditions of the private business tests or the private loan financing test to be met, then such issue is also an issue of private activity bonds. Regulations section 1.141-2(d)(3) defines a deliberate action as any action taken by the issuer that is within its control regardless of whether there is intent to violate such tests. Regulations section 1.141-12 explains the conditions to taking remedial action that prevent an action that causes an issue to meet the private business tests or private loan financing test from being treated as a deliberate action. Check the box if the issuer has established written procedures to ensure timely remedial action for all nonqualified bonds according to Regulations section 1.141-12 or other remedial actions authorized by the Commissioner under Regulations section 1.141-12(h).

Line 44. Check the box if the issuer has established written procedures to monitor compliance with the arbitrage, yield restriction, and rebate requirements of section 148.

Line 45a. Check the box if some part of the proceeds was used to reimburse expenditures. Figure and then enter the amount of proceeds that are used to reimburse the issuer for amounts paid for a qualified purpose prior to the issuance of the bonds. See Regulations section 1.150-2.

Line 45b. An issuer must adopt an official intent to reimburse itself for preissuance expenditures within 60 days after payment of the original expenditure unless excepted by Regulations section 1.150-2(f). Enter the date the official intent was adopted. See Regulations section 1.150-2(e) for more information about official intent.

Signature and Consent

An authorized representative of the issuer must sign Form 8038-G and any applicable certification. Also print the name and title of the person signing Form 8038-G. The authorized representative of the issuer signing this form must have the authority to consent to the disclosure of the issuer's return information, as necessary to process this return, to the person(s) that have been designated in Form 8038-G.

Note. If the issuer in Part 1, lines 3a and 3b authorizes the IRS to communicate (including in writing and by telephone) with a person other than an officer or other employee of the issuer, by signing this form, the issuer's authorized representative consents to the disclosure of the issuer's return information, as necessary to process this return, to such person.

Paid Preparer

If an authorized officer of the issuer filled in this return, the paid preparer's space should remain blank. Anyone who prepares the return but does not charge the organization should not sign the return. Certain others who prepare the

return should not sign. For example, a regular, full-time employee of the issuer, such as a clerk, secretary, etc., should not sign.

Generally, anyone who is paid to prepare a return must sign it and fill in the other blanks in the *Paid Preparer Use Only* area of the return.

The paid preparer must:

- Sign the return in the space provided for the preparer's signature (a facsimile signature is acceptable),
- Enter the preparer information, and
- Give a copy of the return to the issuer.

Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us

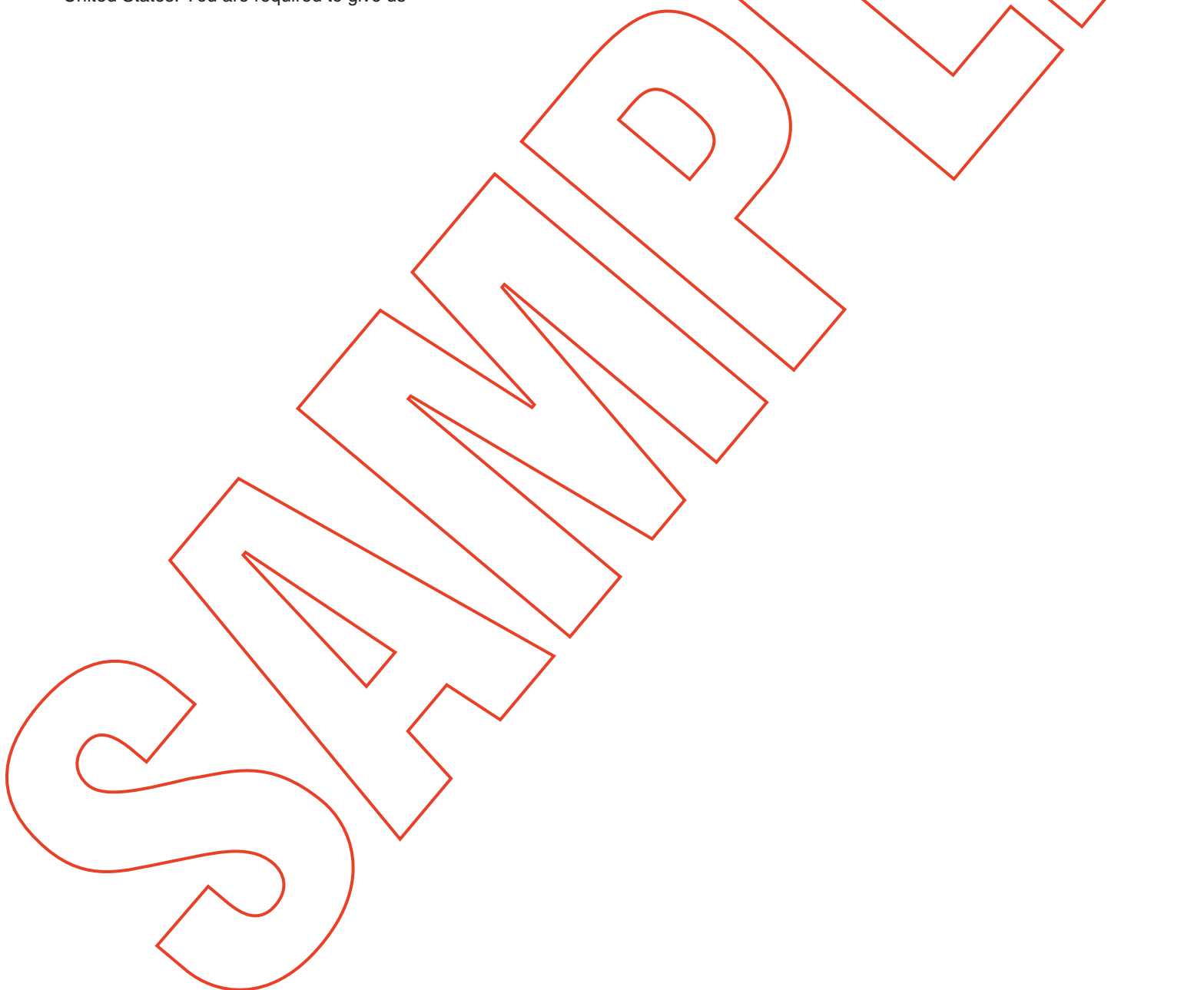
the information. We need it to ensure that you are complying with these laws.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file this form varies depending on individual circumstances. The estimated average time is:

Learning about the law or the form	2 hr., 41 min.
Preparing, copying, assembling, and sending the form to the IRS	3 hr., 3 min.

If you have comments concerning the accuracy of these time estimates or suggestions for making this form simpler, we would be happy to hear from you. You can write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:M:S, 1111 Constitution Ave. NW, IR-6526, Washington, DC 20224. **Do not** send the form to this office. Instead, see *Where To File*.



Large Order Delivery Requirements

In order to facilitate a timely and accurate product shipment, please accurately provide complete details. **This document can be completed using *Preview or Adobe Acrobat*.**

Please complete the following if your PO is >\$100K, >300lbs, and/or includes a Bretford Cart.

1. Does the delivery location have a dock? Yes No
2. Does the delivery location require a truck with lift gate? Yes No
3. Does the delivery location have a Forklift/Pallet Jack? Yes No
4. Does the delivery location have the manpower to offload the quantity of freight they are expecting? Yes No
5. Can the delivery location accommodate a 53-foot trailer if they are expecting an FTL (full truckload) size shipment? Yes No
6. Does the delivery location require an appointment? Yes No
7. Can you accept the entire delivery at once? Yes No
8. Does the delivery location require inside delivery? Yes No

(Please note that the carrier is unable to deliver this product up **stairs**. We advise that you make alternate arrangements to bring the delivery to the required floor.)

- Is there a freight elevator at the delivery location? Yes No

9. List the name and phone number for 2 delivery location contacts:

- a. **Jack Stoskopf, Jr. 715-340-8046**
- b. **Jeff Belott 715-573-1759**

10. Are there any holidays, closure dates or hours of operation that would prevent an 8am-5pm delivery?

Our ability to accept deliveries needs to be between 7:00am and 2:00pm Central Time

11. Are there any other special delivery requirements we should be aware of?

Delivery of units can be accepted on or after January 5, 2018.

WISCONSIN SALES AND USE TAX EXEMPTION CERTIFICATE

Check One Single Purchase Continuous

Purchaser's Business Name	Purchaser's Address
---------------------------	---------------------

The above purchaser, whose signature appears on the reverse side of this form, claims exemption from Wisconsin state, county, baseball or football stadium, local exposition, and premier resort sales or use tax on the purchase, lease, license, or rental of tangible personal property, property under s.77.52(1)(b), items under s.77.52(1)(c), goods under s.77.52(1)(d), or taxable services, as indicated by the box(es) checked below.

I hereby certify that I am engaged in the business of selling, leasing, licensing, or renting: _____

Leasing Technology Equipment

(Description of property, items, goods, or services sold by purchaser.)

General description of property or services purchased (itemize property, items, or goods purchased if "single purchase"):

Seller's Name	Seller's Address
---------------	------------------

REASON FOR EXEMPTION

Resale (Enter purchaser's seller's permit or use tax certificate number) _____

Manufacturing and Biotechnology

- Tangible personal property (TPP) or item under s.77.52(1)(b) that is used exclusively and directly by a manufacturer in manufacturing an article of TPP or items or property under s.77.52(1)(b) or (c) that is destined for sale and that becomes an ingredient or component part of the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale or is consumed or destroyed or loses its identity in manufacturing the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale.
- Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) and safety attachments for those machines and equipment.
- The repair, service, alteration, fitting, cleaning, painting, coating, towing, inspection, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed. Tools used to repair exempt machines are not exempt.
- Fuel and electricity consumed in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) in this state.
 Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
- Portion of the amount of fuel converted to steam for purposes of resale. (Percent of fuel exempt _____ %)
- Property used exclusively and directly in qualified research, by persons engaged primarily in manufacturing or biotechnology in Wisconsin.

Farming (To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, silviculture, or custom farming services.)

- Tractors (except lawn and garden tractors), all-terrain vehicles (ATV) and farm machines, including accessories, attachments, and parts, lubricants, nonpowered equipment, and other tangible personal property or items or property under s.77.52(1)(b) or (c) that are used exclusively and directly, or are consumed or lose their identities in the business of farming.
- Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.
- Breeding and other livestock, poultry, and farm work stock.
- Containers for fruits, vegetables, grain, hay, and silage (including containers used to transfer merchandise to customers), and plastic bags, sleeves, and sheeting used to store or cover hay and silage. Baling twine and baling wire.
- Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").
- Animal bedding, medicine for farm livestock, and milk house supplies.

Federal and Wisconsin Governmental Units

Enter CES No., if applicable

- The United States and its unincorporated agencies and instrumentalities and any incorporated agency or instrumentality of the United States wholly owned by the United States or by a corporation wholly owned by the United States.
- Any federally recognized American Indian tribe or band in this state.
- State of Wisconsin or any agency thereof; Local Exposition District, Professional Baseball Park District, or Professional Football Stadium District.
- Wisconsin county, city, village, or town, including public inland lake protection and rehabilitation district, municipal public housing authorities, uptown business improvement districts, local cultural arts district, the Wisconsin Aerospace Authority, the Health Insurance Risk-Sharing Plan Authority, the Fox River Navigational System Authority, and the Wisconsin Economic Development Corporation.
- Wisconsin public schools, school districts, universities, and technical college districts.
- County-city hospitals or UW Hospitals and Clinics Authority.
- Sewerage commission, metropolitan sewerage district, or a joint local water authority.

Other

- Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.
- Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC or IC No. (if applicable) _____.
- Items or services purchased directly by and used by religious, charitable, educational, scientific, or other organizations holding a Wisconsin Certificate of Exempt Status. CES No. _____.
- Tangible personal property and items, property and goods under s.77.52(1)(b), (c), and (d) to be resold by _____ on my behalf where _____ is registered to collect and remit sales tax to the Department of Revenue on such sales.
- Tangible personal property, property, items and goods under s.77.52(1)(b), (c), and (d), or services purchased by a Native American with enrollment # _____, who is enrolled with and resides on the _____ Reservation, where buyer will take possession of such property, items, goods, or services.
- Tangible personal property and items and property under s.77.52(1)(b) and (c) becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility.
- Portion of the amount of electricity or natural gas used or consumed in an industrial waste treatment facility. (Percent of electricity or natural gas exempt _____ %)
- Electricity, natural gas, fuel oil, propane, coal, steam, corn, and wood (including wood pellets which are 100% wood) used for fuel for **residential or farm** use.

	% of Electricity Exempt	% of Natural Gas Exempt	% of Fuel Exempt
<input type="checkbox"/> Residential	_____ %	_____ %	_____ %
<input type="checkbox"/> Farm	_____ %	_____ %	_____ %

Address Delivered: _____

- Percent of printed advertising material solely for out-of-state use. _____ %
- Catalogs, and the envelopes in which the catalogs are mailed, that are designed to advertise and promote the sale of merchandise or to advertise the services of individual business firms.
- Property used exclusively and directly in raising animals sold for use in qualified research or manufacturing.
- Other purchases exempted by law. (State items and exemption). _____

I hereby certify that if the item(s) being purchased are not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability that may include tax, interest, and penalty.

Signature of Purchaser 	Print or Type Name	Title	Date
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(DETACH AND PRESENT TO SELLER)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/5/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER M3 Insurance Solutions, Inc. One Corporate Drive, Suite 600 Wausau WI 54401	CONTACT NAME: Abby Ryskoski	
	PHONE (A/C. No. Ext): 715-849-5534	FAX (A/C. No):
E-MAIL ADDRESS: abby.ryskoski@m3ins.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : EMCASCO Insurance Company		21407
INSURER B : Employers Mutual Company		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 1110771593 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		4D77266	7/1/2017	7/1/2018	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Equipment			4A77266	7/1/2017	7/1/2018	Equipment Limit \$2,861,393

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Leased iPads, laptops, and iMacs located throughout the district's facilities.
Certificate holder is additional insured, and loss payee with respect to the leased equipment.

CERTIFICATE HOLDER**CANCELLATION**

Apple Inc. and its Assigns
1111 Old Eagle School Road
Wayne PA 19087

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Abby Ryskoski

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Career and Technical Education Course Updates 11/02/17

Agriscience

- Introduction to Agriculture
 - 9th Grade Offering

Business & IT

- Remove Advanced Computer Hardware course (year-long)
- Offer App Design (semester, 10-12)
- Offer Advanced I.T. Design (semester, 10-12)

Family and Consumer Science

- Offer Success in Action/FCCLA (fall semester only, 10-12)

Marketing

- Offer Creative Marketing Solutions (semester, 10-12)

Technology and Engineering

- Remove STEM Manufacturing (semester, 10-12)
- Offer STEM Robotics (semester, 10-12)

D.C. Everest Sr. High School Elective Course Proposal

Advanced I.T. Design

Business and Information Technology Education Department, D.C. Everest

Aaron Hoffman, CTE Coordinator

November 02, 2017

Rationale:

The D.C. Everest Business and Information Technology Education department has taken advice from area employers and post-secondary education institutions and are revamping the scope and sequence for I.T. learning experiences. From elementary through high school, we are taking a pro-active approach, not only in hardware and software, but in computational thinking.

There is a growing need for the development of Information Technology skills. Students often find that they take all the I.T. offerings and then wish they had they opportunity for more. This course is designed to allow students who've had previous Information Technology courses to custom design their individualized learning experience to take things further.

The Central Wisconsin Information Technology Alliance (CWITA), consisting of major employers in the area, have been engaged in and supportive of our discussions of "ramping up" our I.T. offerings. Local labor market information, among numerous career fields, clearly supports efforts to provide opportunities in I.T.

Length of Course: Semester course meeting one class hour per day.

Recommended Prerequisite: Web Design, Game Design, AP Computer Science Principles, App Design

Description of Course:

This course is designed for students with I.T. skills who would like to take their skills to another level. Students will work with the teacher to co-develop learning objectives related to web design, game design, app development, or programming. Students can work individually or in teams, in partnership with professionals from the industry, to design, create and extend their own individualized learning plan!

Course Objectives/Big Ideas:

1. Creativity
2. Abstraction
3. Programming

D.C. Everest Sr. High School Elective Course Proposal

App Design

Business and Information Technology Education Department, D.C. Everest

Aaron Hoffman, CTE Coordinator

November 02, 2017

Rationale:

The D.C. Everest Business and Information Technology Education department has taken advice from area employers and post-secondary education institutions and are revamping the scope and sequence for I.T. learning experiences. From elementary through high school, we are taking a pro-active approach, not only in hardware and software, but in computational thinking.

The primary learning outcome for this course is that students will be able to design and create iOS apps. Students will leverage Swift, the iOS SDK, and Apple developer tools. With iOS as the platform, students will learn object-oriented programming, design patterns, type systems, functional language features, user interface design, best practices in programming, and problem analysis.

Students have shown a strong interest in mobile app development. Additionally, our students would have the ability to design apps for use with D.C. Everest students. Finally, students would learn the process to publish their apps.

The Central Wisconsin Information Technology Alliance (CWITA), consisting of major employers in the area, have been engaged in and supportive of our discussions of “ramping up” our I.T. offerings. Local labor market information, among numerous career fields, clearly supports efforts to provide opportunities in I.T.

Length of Course: Semester course meeting one class hour per day.

Recommended Prerequisite: Experience with Game Design and/or Web Design may prove helpful, however, is not required. Open to all students in grades 10-12.

Description of Course:

This curriculum is designed to teach iOS programming through the creation of multiple apps using Swift, the iOS SDK, and Apple developer tools. Each project focuses on a single app or feature set, such as a Unit Converter app that converts degrees Celsius into Fahrenheit. Projects are divided into lessons, each of which includes: An overview of the feature to be implemented. Learning outcomes and relevant vocabulary. Step-by-step instructions supporting instructors in leading student learning. Presentation slides to help communicate concepts. Xcode projects for instructors and students.

Course Goals and/or Major Student Outcomes:

1. Define key programming terms relevant to Swift and iOS programming.
2. Describe the process of creating iOS apps.
3. State the purpose of the Apple developer tools, such as Xcode, Instruments, debugger, analyzer, and iOS Simulator.
4. Distinguish well-written code from poorly-written code.
5. Recognize patterns and idioms present in the Cocoa Touch API and other Apple frameworks.
6. Employ the Apple developer tools to create an iOS app.
7. Demonstrate programming best practices in Swift.
8. Examine and subdivide app functionality into properly designed components.
9. Explain and summarize iOS API features including location, mapping, sensors, gestures, multimedia and user interface components.
10. Plan, prepare and build an original iOS app, from concept to working program.

Course Objectives/Big Ideas:

1. Creativity
2. Abstraction
3. Programming

Resources:

Working with Emmett McBride to discuss needs for a lab upgrade.

Purpose	Creative Marketing Solutions is designed for students to learn how to work with the local business community and conduct research, design and present a proposal to an area business. This course would be a partnership with the local business community allowing students to interview, survey and develop a 30-page marketing plan for the business. This class will provide hands-on learning experiences while allowing the student to understand and develop a marketing plan. This course will cover literacy and math standards along with aligning with Marketing and Career and Technical Education standards. This course will be targeted to students who want to go into business or perfect their research and presentation skills.
Mission	DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management in high schools and colleges around the globe.
Why is it needed?	<p>Currently there is a void in the Marketing Program. With all the dual credit programming we are missing DECA's POWERFUL Comprehensive Learning Program when addressing market research.</p> <p>DECA's Comprehensive Learning Program has four components:</p> <ol style="list-style-type: none"> 1. Integrates into the Classroom Instruction An integral component of classroom instruction, DECA activities provide authentic, experiential learning methods to prepare members for college and careers. 2. Applies Learning DECA members put their knowledge into action through rigorous project-based activities that require creative solutions with practical outcomes. 3. Connects to Business Partnerships with businesses at local and broader levels provide DECA members realistic insight into industry and promote meaningful, relevant learning. 4. Promote Competition As in the global economy, a spark of competition drives DECA members to excel and improve their performance.
Outcomes	<p>This class will prepare students to be:</p> <ol style="list-style-type: none"> 1. Academically Prepared Preparing our students to conquer the challenges of their aspirations. 2. Community Orientated Recognizing the benefit of service and responsibility to the community and have true impact to improve our local and broader communities. 3. Professionally Responsible Teaching and practicing ethics, integrity and the responsibility of having high standards. 4. Experienced Leaders Empowering students through experience. Education in Action.

D.C. Everest School District: Creative Marketing Solutions Curriculum Framework Course Overview

National and State Standards Guiding Program	Enduring Understandings	Assessments
<p>A. Assess the essential role of entrepreneurship ventures within the free enterprise system.</p> <p>B. Demonstrate knowledge of the role of marketing within a free enterprise system.</p> <p>C. Apply marketing concepts and practices in a global economy.</p> <p>D. Know and apply the functions of marketing: distribution, financing, product/service planning, marketing information management, pricing, promotion, buying, risk management and selling.</p> <p>E. Develop problem-solving skills that involve critical and creative thinking.</p> <p>F. Experience, know and apply marketing activities in specific fields of marketing.</p> <p>G. Explore, analyze and define talents, traits and abilities can best be applied, given their interest within the broad range of occupational and educational options.</p> <p>H. Apply appropriate technology that assists in marketing-related processes.</p> <p>I. Apply the principles of leadership in school, community and marketing-related settings.</p>	<p>Market research data is only as good as the question.</p> <p>Data can be translated in various ways.</p> <p>Everything in a business is an expense.</p> <p>Presentation skills and professionalism are important no matter what industry you find yourself working in.</p> <p>What are the unique challenges in management excellent service operations?</p> <p>How do you create analytical tools?</p> <p>How do you analyze data?</p> <p>How do you design and deliver a business proposal to achieve competitive advantage?</p>	<p>Oral Presentations</p> <p>Survey</p> <p>Essays</p> <p>Reports</p> <p>Interview</p>
	<p>Essential Questions</p>	<p>Connected to Co-Curricular</p> <p>Career Day with the South Area Business Association</p> <p>Guest Speakers and Presentations</p> <p>DECA's Business Operation Research Events</p> <ul style="list-style-type: none"> • Business Services • Buying and Merchandising • Finance • Hospitality and Tourism • Sports and Entertainment
	<p>21st Century Key Skills</p>	<p>DECA's Creative Marketing Project, Public Relations Project and School Based Enterprise Certification Paper</p>
	<p>Content Topics</p> <p>Unit 1: Define the Problem</p> <p>Unit 2: Research Methodologies</p> <p>Unit 3: Analyzing Data</p> <p>Unit 4: Propose a Strategic Plan</p> <p>Unit 5: Propose a Budget</p> <p>Unit 6: Formal Business Presentation</p>	<p>Communication and Collaboration</p> <p>Creativity and Innovation</p> <p>Critical Thinking and Problem Solving</p> <p>Flexibility and Adaptability</p> <p>Information Literacy</p> <p>Initiative and Self-direction</p> <p>Leadership and Responsibility</p> <p>Media Literacy</p> <p>Productivity and Accountably</p> <p>Social and Cross-Cultural Skills</p>
	<p>Certificates</p>	
	<ul style="list-style-type: none"> • WI State Cooperative Education Skills Standards Marketing Program • Individual School Based Enterprise Certification • Chapter School Based Enterprise Certification 	

Introduction to Agriculture

New course to be offered in the 2018-19 school year

This will be offered at the Junior High to Freshmen students. We are also looking at offering the course online to 10-12 grade students as an independent course.

The course at the Junior High would entail face to face meeting time each day for 1 semester. The high school plan is to have “person to person” meetings once every two weeks during the school year to have contact and update students on their plan and content progress.

This course would allow JH students to experience agriculture education and allow students to attain concentrator status in the Agriculture program. Freshmen students would also have the ability to become involved in FFA.

The curriculum would be based upon a library of online content through iCEV at www.icevonline.com and would be a customized course designed to meet our needs.

One half credit, one semester

Units to be included:

Animal Science

- **Animal Anatomy, Physiology & Health**
 - Genetics
 - Nutrition
- **Animal Science & Management**
 - General Animal Science

Plant Systems

- **Floral Design**
 - Career Opportunities: Floral Industry
 - Critiquing Floral Arrangements
 - Design Fundamentals
 - Flower Identification
- **Horticulture Science**

- Benefits of the Horticulture Industry
- Introduction to Biotechnology
- Plant Propagation
- **Landscape Design**
- Art of Landscaping Design
- Landscape Design: Introduction

Power Systems

- **Agriculture Power Technology**
- Farm Equipment Safety
- Mechanized Agriculture
- Power Equipment Technology

Power Systems

- Electrical Material ID I & II
- Plumbing: Material & Tool ID

Food Science

- **Food Processing & Packaging**
- Biotechnology: Uses in the Food Industry
- Harvesting of Livestock
- **Food Safety & Regulation**
- Hot Topics - Antibiotic Use in Food Animals
- Hot Topics - Lean, Finely Textured Beef
- The Science in Food Handling & Storage
- **Nutrition & Food Science**
- Diets & Nutrition
- Nutrition through the Life Cycle

Judging

- **Horse Judging**
- How To
- Performance
- Oral Reasons
- **Livestock Judging**
- How To
- Fundamentals
- Market Steers

- **Meat Judging**

- How To
- Fundamentals
- Retail Cut ID

- **Wildlife Identification**

- Game & Upland Birds
- Game Animals

Natural Resources

- **Aquaculture Science**

- Anatomy & Physiology of Aquatic Species
- Animal Behavior & Welfare
- History of Aquaculture Management

- **Ecological Principles**

- Basic Environmental Science
- Soil Conservation
- Water Management

- **Forestry Science & Management**

- Forest Ecosystems
- Fundamentals of Forestry
- Introduction to Forest Management
- Practice Tree ID

Leadership Communications

- **Agricultural Communication**

- Agricultural Communications: The Basics
- Agricultural Publications
- Researching Strategies & Tactics
- Written Communication Practices

Leadership Communications

- **Parliamentary Procedure**

- Advanced Parliamentary Procedure
- Blue & Gold Basics: FFA Officers and Meetings
- Fundamental Parliamentary Procedure

- **Personal & Professional Development**

- Concepts of Effective Leadership
- Fundamental Personal Development

- **Public Speaking**

- Keys to Effective Speaking
- Presentation Strategies & Tactics
- Public Speaking Basics

Agribusiness

- **Economics & Marketing Principles**

- Agricultural Sales & Service
- E-Commerce in Agriculture

- **Finance & Money Management**

- Budgeting for Agribusiness
- Introduction to Agricultural Credit

- **Management Practices**

- Government's Role in Business
- Land & Property Rights

Careers

- **Career Exploration**

- Agribusiness Systems
- Animal Systems
- Environmental Service Systems
- Food Products & Processing Systems
- Natural Resources Systems
- Plant Systems
- Power, Structural & Technical Systems

- **Career Planning & Development**

- Career Planning Basics
- Jobs, Careers & Education

Introduction to Agriculture

Course Rational:

Introduction to Agriculture is a course offering that is unique in that it is being offered online to students in grades 9-12. The content will be customized from the iCEV curricula offerings to build a unique generalized agriculture course offering a wide exposure to agriculture areas of interest to students. Course content can even be customized for individual students to offer individualized learning as needed. At the high school level, the online nature of this course will offer no conflict for students and busy schedules as it will only require meeting with the instructor once every two weeks (flexible) for updates and progress reports. This offering format demonstrates a creative use of time for the students and staff. This will increase availability of the agriculture curricula for students and allow more students to become “concentrators” in the agriculture program.

Course Description:

Introduction to Agriculture

One semester, ½ credit

Prerequisites: none

Open to all students grades 9-12

Delivery:

Junior High: Face to Face

High School: ONLINE with occasional meetings with the Instructor.

Introduction to Agriculture is an online course to acquaint you with modern Agriculture; science, theory, practice, and implementation. An opportunity to explore leadership and the over 200 career and business opportunities in Agriculture will be delivered in an exciting and interactive online format that will be flexible to fit your active schedule.

Needed Resources:

iCEV curricula: \$850 per year plus a \$10 code per student. Code is reusable from 1st to 2nd semester students. This can be funded through the Carl Perkins grant.

D.C. Everest Sr. High School Elective Course Proposal

STEM Robotics

Technology and Engineering Education Department, D.C. Everest

Aaron Hoffman, CTE Coordinator

November 02, 2017

Rationale:

The Central Wisconsin Metal Manufacturing Alliance (CWIMMA), consisting of major employers in the area, have been engaged in and supportive of our discussions of “ramping up” our Tech Ed offerings. Labor market projections, among numerous career fields, clearly support efforts to provide opportunities in robotics.

The D.C. Everest Technology and Engineering Education department has taken advice from area employers and post-secondary education institutions and are revamping the scope and sequence for manufacturing learning experiences. While our local employers are incredibly supportive of the traditional hands-on experiences we provide, they are also rapidly expanding their use of robotics to help combat the growing skilled labor shortage. This course will help prepare our students for successful, in demand career fields.

Length of Course: Semester course meeting one class hour per day.

Recommended Prerequisite: None

Description of Course:

This course, open to all, will help students rethink the world of manufacturing. Students with an interest in Information Technology, Engineering, Robotics, Automation, Welding, or Machining will learn in-demand skills. Students will learn to program and work with machines that are highly interactive, multi-modal, adaptive, and autonomous.

Course Objectives/Big Ideas:

1. Future direction of robotics
2. Robotic applications in industry
3. Robotic Programming
4. Engineering problem solving

Introduce new course: **Success in Action/FCCLA** – ½ semester – offered in fall only

*Open to Grades 10-12 – Scope and sequence from Pathways to Success offered at the JH for 9th grade students

*The goal of this course is to help students expand their potential for leadership and develop lifelong skills. These skills include things such as planning, goal setting, problem solving, decision-making, and interpersonal communication. These are the soft skills necessary for success in any home or workplace setting. Students will be planning and implementing projects that benefit their career or life/learning styles. Students will also earn the Family and Community Services certificate through DPI upon completion of the course. (ACT 59 funds available)

*Listed in the link are the many lesson plans along with the standards that each of them meet:

<http://fcclainc.org/advisers/lesson-plans-and-activities.php>

*In addition to learning more about Family and Consumer Sciences, students will also learn 21st century skills and about important societal issues and bring awareness of these topics in the school and community. Students can expect to learn in everything from teen pregnancy, parenting, family relationships, substance abuse, and peer pressure to the environment, nutrition and fitness, teen violence, and career exploration. The 4 essential skills that employers report they need employees to have but aren't often seeing in new hires are: Creativity, Critical thinking, Communication and Collaboration.

Mission Statement:

To promote personal growth and leadership development through Family and Consumer Sciences education. Focusing on the multiple roles of family member, wage earner, and community leader, students develop skills for life through character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation.

Purposes:

1. To provide opportunities for personal development and preparation for adult life.
2. To strengthen the function of the family as a basic unit of society.
3. To encourage democracy through cooperative action in the home and community.
4. To encourage individual and group involvement in helping achieve global cooperation and harmony.
5. To promote greater understanding between youth and adults.
6. To provide opportunities for making decisions and for assuming responsibilities.
7. To prepare for the multiple roles of men and women in today's society.
8. To promote Family and Consumer Sciences education and related occupations

Green Energies 1 - Course Proposal 2018-19

D.C. Everest Senior High School

Rationale

- STEM is an area that is currently, and will continue to see significant growth over the next several years and beyond. According to the Bureau of Labor and Statistics, STEM occupations are expected to grow by over 9 million in the next 5-10 years. D.C. Everest currently offers a few STEM courses however, none of them truly integrate science, technology, engineering and math in one course.
- This course would direct its content at a hot topic in the world, clean energy and the efficiency of those energies.
 - The purpose of the course is to engage students in two styles of green energies that can be applied to solve the problem statement “The D.C. Everest School District is looking at using solar or wind technology to help defray electricity costs. Is this a worthwhile investment? If yes or no explain the rationale and parameters used to make that decision.”

Class Parameters

- ½ Math Credit - Semester course
- Prerequisite: Concurrent enrollment in College and Career Ready Math, Algebra 2 or higher, Physical Science, and Sophomore + Standing

Teachers

- The course in year 1 could be co-taught by the coordinators for math, science and tech ed. Each person helping grow the expertise of their portion of the course.

Enduring Understandings

- Modeling links classroom mathematics and science to real-world applications, problem solving, and decision making.
- Research helps inform a population and leads to sound decision making.
- Small scale changes can lead to large scale improvements for the Earth.

Resources

- One teacher that can be preferably from the Math or Science Department. Although a teacher with a specific interest in renewable energy in any content area could run the course.
- Solar units with the ability to track the incoming energy gained
 - Classroom self-assembly kit \$150.00 each
 - Individual solar panel kit - \$800.00
- One wind unit with the ability to track the incoming energy gained
 - Classroom individual wind kits - \$200.00 each
- Field trips to the WPS coal plant in Kronenwetter - bus costs is about \$150 each time
- Field trips to the Mosinee or Rothschild Paper Mill dam - bus costs is about \$150 each time
- Field trip to Wausau East to work with the wind turbines - bus costs is about \$150 each time

- Guest speakers from electrical contractors to sales to field experts
- Field trip to Point Beach Nuclear Plant
- [NEED](#) (National Energy Education Development Project) among other sources.
- US Department of Energy which has resources on [wind](#) and [solar](#) power. This site also includes some suggestions for [funding](#).
- [National Renewable Energy Laboratory](#) which has an assortment of information on all renewable energies.
- Other assorted sites for resources:
 - [Renewable Energy World](#)
 - [Department of Energy](#)
 - [U.S. Energy Information Administration](#) - Statistics and Analysis
 - [Financial Times](#)

Green Energies 1 - Unit 1 - Is Climate Change Real?

Description

- Is climate change real? Students will take 2 class periods to research and come up with their own opinion on climate change. Then, they will team up with students in the class who have the same beliefs. This team will create a presentation with additional supported research in order to prepare for a debate on the validity of climate change.
- Once students come to a consensus on the debate they will prepare an overall presentation on climate change for the public to be used later in the course.

Enduring Understandings

- Research helps inform a population and leads to sound decision making.
- Small scale changes can lead to large scale improvements for the Earth.

Essential Questions

- Is climate change real?

Unit Estimated Length

- 8-10 days

Key Content/Skills

- Research skills
- Data Analysis
- Persuasive Arguments

Assessment

- Create a letter to your local and state politician that supports the claim determined in class regarding if climate change is real. In the letter it needs to explain the rationale for your stance and the effect or lack of effect it is having on our environment.

Green Energies 1 - Unit 2 - How do we Energize our Life?

Description

- Students will discuss what energy is and the methods we currently are aware of to provide energy to our life.
- Students will research each method and prepare and present information on one chosen method. The presentation will be created collaboratively with a team.

Enduring Understandings

- Research helps inform a population and leads to sound decision making.

Essential Questions

- How do we provide energy to our life?

Unit Estimated Length

- 8-10 days

Key Content/Skills

- Research skills
- Data Analysis
- Logical arguments

Assessment

- A presentation on a method of energy creation.

Green Energies 1 - Unit 3 - How do the most common energies work?

Description

- We will bring in guest speakers and take field trips to research coal, wind, solar, and hydro electricity.
- Students will create small scale wind turbines and solar panels to understand the basic internal components along with researching hydro and coal fired plants.
- Students will analyze the energy return vs. the investment loss for each of the listed energies.

Enduring Understandings

- Modeling links classroom mathematics and science to real-world applications, problem solving, and decision making.
- Research helps inform a population and leads to sound decision making.

Essential Questions

- How do we create energy?

Unit Estimated Length

- 16-20 days

Key Content/Skills

- Research skills
- Data Analysis
- Note Taking in the field
- Coal Energy - what is the process to get the coal and to implement a coal fired plant. What is its efficiency/work ratio. What is the cost to create the energy? What are the pros and cons to this energy form?
- Wind Energy - How does a wind turbine work and what is its efficiency/work ratio. What is the cost to create the energy? What are the pros and cons to this energy form?
- Solar Energy - How does a solar array work and what is its efficiency/work ratio. What is the cost to create the energy? What are the pros and cons to this energy form?
- Hydro Energy - How does hydro electricity work and what is its efficiency/work ratio. What is the cost to create the energy? What are the pros and cons to this energy form?
- Nuclear Energy - How does nuclear electricity work and what is its efficiency/work ratio. What is the cost to create the energy? What are the pros and cons to this energy form?

Assessment

- TBD

Green Energies 1 - Unit 4 - What is efficiency?

Description

- Students will research and analyze the efficiency of each energy system. This will include the installation and maintenance costs compared to the energy created by the system.
- Students will create a formula to compare the different methods in order to determine which method is the most efficient or effective.

Enduring Understandings

- Modeling links classroom mathematics and science to real-world applications, problem solving, and decision making.
- Research helps inform a population and leads to sound decision making.
- Small scale changes can lead to large scale improvements for the Earth.

Essential Questions

- What is efficiency?
- How does efficiency affect our decision making process?

Unit Estimated Length

- 7-10 days

Key Content/Skills

- Research skills
- Data Analysis
- Algebraic applications

Assessment

- Students will write a persuasive paper and present their findings to convince an audience which method of energy is the most effective for our local area.

Green Energies 1 - Unit 5 - Advanced Wind and Solar Farms

Description

- Students will research and determine the efficiency increases created by alternative wind and solar farms such as the Ivanpah Solar Electric Generating System and the Megawatt London Array for example.

Enduring Understandings

- Research helps inform a population and leads to sound decision making.
- Small scale changes can lead to large scale improvements for the Earth.

Essential Questions

- What is efficiency?
- How does efficiency affect our decision making process?
- What does it mean to take things to “scale?”

Unit Estimated Length

- 5-7 days

Key Content/Skills

- Research skills
- Data Analysis
- Algebraic applications

Assessment

- TBD

Green Energies 1 - Unit 6 - District Proposal

Description

- Students will create a proposal to the district to move to renewable energy. The proposal will include startup costs, maintenance costs, any additional staff needed along with anticipated returns on investment versus existing energy expenses.
- The proposals will be evaluated by Jack Stoskopf and Jeff Belott in regards to their accuracy, completeness, and considerations of alternative issues.

Enduring Understandings

- Research helps inform a population and leads to sound decision making.
- Small scale changes can lead to large scale improvements for the Earth.

Unit Estimated Length

- 15-20 days

Key Content/Skills

- Research skills
- Data Analysis
- Algebraic applications

Assessment

- Cost Proposal

Green Energies 1 - Unit 6 - Submitting a Proposal to the State Legislatures

Description

- Students will create and submit a proposal to the state legislatures to increase state funding for renewable energies using the information from all units to support their reasoning.

Enduring Understandings

- Research helps inform a population and leads to sound decision making.
- Small scale changes can lead to large scale improvements for the Earth.

Essential Questions

- What is efficiency?
- How does efficiency affect our decision making process?
- What does it mean to take things to “scale?”

Unit Estimated Length

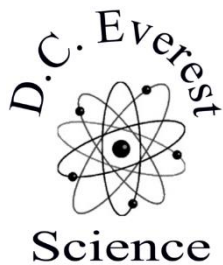
- 10 days

Key Content/Skills

- Research skills
- Data Analysis
- Algebraic applications
- Algebraic applications
- How do we create energy?
- Logical arguments
- Persuasive arguments

Assessment

- State Legislature Proposal



D.C. Everest Science Department

6500 Alderson Street, Weston WI 54476

715-359-6561 x:4405

Modified Course Proposal 2018-2019: Personalized Physics

Background

D.C. Everest Science provides students with the opportunity to engage in college and career readiness coursework through a progression of courses which are educationally sound, well rounded and allow students flexibility in course difficulty and self-interest. Most colleges and science education experts suggest that all students have rigorous studies in the areas of biology, chemistry and physics. As a highly recommended college-prep capstone class, a majority of Everest's college-bound students enroll in one of our numerous physics classes.

Proposal

It is proposed that the science department convert one anticipated section of Traditional Physics to Personalized Physics for the 2018-19 school year.

Rationale

With an increased understanding of student learning and motivation, opportunity exists to provide students with new modes of learning which currently exist in smaller components, but not realized as a complete course. A personalized physics course will provide students the same level of scientific knowledge and skills as a traditional physics class, with the added benefits of personalization for interested students. The high school currently runs three levels of physics. Conceptual Physics has a reduced application of advanced math, Traditional Physics involves complex math, and AP Physics: C-Mechanics, requires the coordination and application of calculus. The proposed Personalized Physics would align with the Traditional Physics curriculum, but would provide even more student voice, choice and pacing. It is anticipated that offering this course will have no impact on FTE or enrollment in other departments. It is further anticipated that all interested students will come from the existing pool of students intending to take a Traditional Physics.

Materials and Budget

There will be no additional cost for this class as current texts, laboratory equipment and technology will continue being used.

Course Description

This course is designed to give students an option to engage in a more autonomous learning environment to learn traditional physics, and provide voice and choice to explore associated careers, and dive deeper into areas of interest within physics via projects, research, and solving real world problems. Scheduling will aim to have 10% to 20% of class time, depending on student needs, focus on student-generated learning tasks. Students selecting this course should be motivated, autonomous learners who can handle the physics at a pace that allows for added student centered learning problems and projects.

Explicit learning targets, rubrics and overall student competencies will be developed for students to use in the tracking of their progress during the course. Ongoing teacher feedback and guidance will provide students with the necessary support for their learning. Current physics curriculum, teacher-generated video lessons and other support materials will provide the backbone for the course.

Prerequisite: B or better in previous math classes

Sports & History

Course Description:

.5 credit social studies elective

Sports have been a window through which Americans have witnessed and reflected upon the events and issues in their nation and the world. This course will use the differing themes of social studies to examine the place sports have held in American life since the beginning of the 20th Century. Modern American sporting events provide more than escapist entertainment, but are a reflection of our cultural, political and economic views. What we learn by watching these athletes and contests helps to shape our collective decisions and institutions. Particular attention will be given to issues of international relations, social class, race, gender, community, technology, commercialism and media in the United States.

* This course will be a combination of history, economics, political science & sociology because it will explore the impact of sports on American society in the 20th/21st Centuries.

Course Units

I. Politics and International Sport

- Defining Sports & Political Ideology
- Connection between Politics and Sports
- Nationalism and Sports
- History of South Africa & Rugby
- Creation & Mission of the Olympics
- The Cold War
- Ping Pong Diplomacy
- 1972 USSR defeats USA basketball
- American "Malaise" of the 70's
- 1980 USA defeats USSR hockey

II. Negative Political Efforts

- Repressive Regimes - Soviet Hockey
- Sporting Boycotts
- Cold War Boycotts of 1980 & 1984
- Defining Terrorism
- 1996 Olympic Terrorist Bombing
- 1972 Munich Israeli Hostages
- Subversive Politics of the CIA
- Chile vs USSR Soccer 1973

III. Racism - Sports Reflects Society

- Defining Race & Racism
- Nazi Racial Theories & Practice
- 1936 Berlin Hitler vs Jesse Owens
- Jim Crow America
- Booker T. Washington vs. W.E.B. DuBois
- Jack Johnson - Unforgivable Blackness
- Negro League Baseball
- World War II - Opportunity
- Integration – Jackie Robinson
- Hank Aaron’s experiences in Wisconsin & the South
- '51 Dons - University of San Francisco & the Orange Bowl

IV. Race & Civil Rights - Resistance & Power

- Change through the Courts
- Violent Resistance - James Meredith & the Ole Miss Rebels
- Game of Change - Mississippi State vs Loyola
- Texas Western defeats Kentucky college hoops
- The Black Power Movement
- 1968 Olympics – Black Power Salute
- Muhammad Ali – Black Muslim & Conscientious Objector
- Kareem Abdul Jabbar – Other Side of the Black Muslim Movement

V. Gender Equity

- Women's Suffrage Movement
- Rosie the Riveter
- All American Girls Professional Baseball - a League of Their Own
- Post War Feminist Movement
- Title IX
- Billie Jean King vs. Bobby Riggs
- More than Players - Women Sports Journalists

- Woman have been Stars – Gymnastics, Figure Skating
- Other Leagues of Their Own to the WNBA
- Impact today's campuses
- Pat Summit - Winningest b-ball coach in NCAA history
- UCONN - Longest NCAA b-ball winning streak

VI. Impact on Education

- History of the NFHSA & WIAA
- History of the NCAA & Big Ten Conference
- Notoriety & Finances of certain schools/programs
- Corruption / Scandals - SMU gets the death penalty
- New Solutions - Paying Athletes / Northwestern Union

VII. Big Business

- Small town teams to billion dollar industries – Packers
- Rust Belt to Sun Belt – Why franchises move & the impact on Communities
- Anti- Trust MLB, USFL
- Labor Relations – Unions, Strikes, Free Agency, Scabs
- Revenue Sharing – Professional Teams and Collegiate Conferences
- Role of the Media – Impact of Television on Society
- Health/Injuries – Medical & Technology Advances

Unit Learning Targets

UNIT ONE - Politics and International Sport

- I can explain the purpose of the modern Olympic movement.
- I can identify the differences in political & economic systems.
- I can explain the cause & effect relationship between world events and sports.

UNIT TWO -Negative Political Efforts

- I can recognize the origins of racial and religious intolerance.
- I can explain the use of terrorism to achieve political goals.
- I can recognize the goals of Cold War Geopolitical behavior.
- I can explain the cause & effect relationship between world events and sports.

UNIT THREE- Racism; Sports Reflects Society

- I can identify the origins of racial intolerance and conflict within the United States.
- I can identify the actions of groups and individuals that have brought about changes in race relations in the United States.
- I can recognize the legislative acts and judicial decisions that have helped end racial discrimination.
- I can explain the events that have helped end racial stereotypes.

UNIT FOUR- Race & Civil Rights; Resistance & Power

- I can identify the origins of racial intolerance and conflict within the United States.
- I can identify the actions of groups and individuals that have brought about changes in race relations in the United States.
- I can recognize the legislative acts judicial decisions that have helped end racial discrimination.
- I can explain the events that have helped end racial stereotypes.

UNIT FIVE- The Other Generation

- I can recognize the origins of gender intolerance and conflict within the United States.
- I can explain the actions of groups and individuals that brought about changes in gender relations in the United States.
- I can comprehend the legislative acts and judicial decisions that have helped end gender discrimination
- I can identify the events that have helped end gender stereotypes.

UNIT SIX- Impact on Education

- I can explain the benefits of athletic competition within elementary, secondary and post secondary curriculums.
- I can identify the goals of state, national and international organizations that govern athletic competition.
- I can explain the economic impact of sports at the local state and national level.
- I can recognize the social & political impact of athletic teams upon communities and culture.

UNIT SEVEN- Big Business

- I can identify the economic impact of sports at the the local, state and national level.
- I can recognize the impact of athletic teams upon communities and culture.
- I can explain the impact of laws and court decisions on sports and society.
- I can understand how the movement of people impacts economic markets.
- I can recognize the impact of changes in science, technology & medicine.

Possible Readings

Units One & Two - Politics and International Sport

Politics and Sports: Strange Bedfellows

America's Bread and Circuses Society

Beginners Guide to Rugby

Torch Bearers: The Olympics and Geopolitics

1936 Berlin

Holocaust History: Nazi Olympics, Berlin 1936

Adolf Hitler, Jesse Owens and the Olympics Myth of 1936

Did Hitler shake hands with black 1936 Olympic hero Jesse Owens

Owens pierced a myth

1968 Mexico City

Olympic Protester Maintains Passion

Chat with Tommie Smith

John Carlos tells his Own Story

Politics of Race and Sport: The 1968 African American Olympic Protest

1972 Munich

Terrorism

The Munich Massacre at the Jewish Virtual Library

Counter Terrorism Responses and Failures at the 1972 Munich Olympic Massac

Terror at the Games

Cold War

A Few Pieces of Silver: Robbed of Gold Medals in Munich

The Olympic Movement as an Example of the Interdependence between Sport an

How the Cold War Affected the Olympic Movement

1980 Lake Placid

[College Kids Perform Olympic Miracle](#)

[1980 Miracle on Ice: An American in Moscow recalls Soviet reaction](#)

[Miracle on Ice: The Legacy](#)

[Eruzione Auctions Jersey](#)

1980 Moscow

[The Carter Doctrine](#)

[President Carter Sets Olympic Boycott in Motion](#)

[Bitterness Lingers Over Carter's Boycott](#)

[25 Years Later; Olympic Boycott Gnaws at Athletes](#)

[Who was Punished by Carter's Boycott?](#)

[Olympic Boycotts: Always Tricky](#)

1984 Los Angeles

[Soviets Announce Boycott of 1984 Olympics](#)

[Moscow Pulls Out of US Olympics](#)

[Call from China Transformed '84 Games](#)

[The Pretense of Romanian Participation in the 1984 Olympic Games](#)

[The Soviet Boycott - SI Cover Story](#)

1996 Atlanta

[Cover-up of the Atlanta Olympic Bombing](#)

[A Decade Later, Atlanta Olympic Bombing Overshadowed](#)

[Richard Jewell, Wrongly Accused in Atlanta Olympic Bombings, Dead at 44](#)

Units Three & Four - Race Relations

[Sports world is incubator for larger race discussions to come](#)

[ESPN: Exploring Race Relations](#)

[Negro League History 101](#)

Biography

[Jackie changed face of sports](#)
[Hank Aaron: Hammerin' back at racism](#)
[Ernie Davis won the Heisman and respect](#)
[Kareem just kept on winning](#)
[Ali: He is simply ... The Greatest](#)

Events

[Hank Aaron: Civil Rights Crusader Through the Game of Baseball](#)
[Texas Western's 1966 title left lasting legacy](#)
[Commentary: 'Glory Road' follows wrong path](#)
[The Harlem Renaissance, On and Off the Court](#)
[The Story of Dean Colvard Pt II](#)

Unit Five - The Other Gender

The Law

[As Girls Become Women, Sports Pay Dividends](#)
[USA Today Examines Title IX](#)
[Title IX Laws & College Sports: A 10 Part Research Paper](#)

Biography

[Billie Jean won for all women](#)
[Martina was alone on top](#)
[Pat Summitt: Bio](#)
[Lessons from Sports: Pat Summitt](#)

Events

[Take That, Gents!](#)
[Pat Summitt: Dean of W's](#)
[Superpower: Romanian Women's Gymnastics during the Cold War](#)
[UConn Women Own the Longest Streak](#)
[W Initiative; ESPN tries to Serve Women Sports Fan](#)
[Back on the Ice](#)

Unit Six - Impact on Education

[Collegiate Sports vs College Education: Why they must be at odds](#)

[The Shame of College Sports](#)

[Benefits of High School Activities](#)

[The Case for High School Activities](#)

[How Sports Attacks Public Education](#)

Unit Seven - Big Business

Economics

[Those Non-Profit Packers](#)

[NFL Stadiums and Antitrust: Yesterday, Today and Tomorrow](#)

[NFL Signs 9 Year Extension of Television Contract](#)

[NFL Strike 1982: A History Lesson Not Learned](#)

[MLB Study of Miller Park Financial Impact 2012](#)

Law

[Sports Law: An Overview](#)

[The Role of Antitrust Laws in the Professional Sports Industry](#)

[Antitrust Labor Law Issues in Sports](#)

[How did Baseball get an Anti-Trust Exemption?](#)

[The Sports Litigation Archives: USFL v. NFL](#)

[20 Years Later, The USFL Still Brings Fond Memories](#)

[Federal Baseball Club of Baltimore v. National League](#)

[Flood v. Kuhn](#)

Medicine

[Player Whose Career was Ended takes on Concussions in Soccer](#)

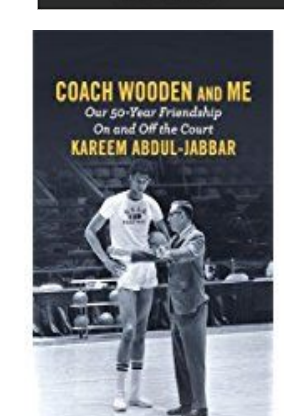
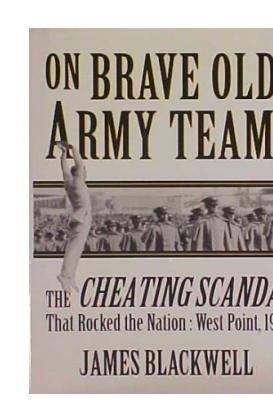
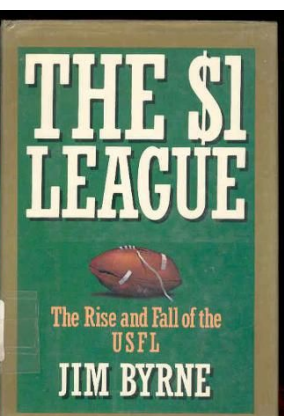
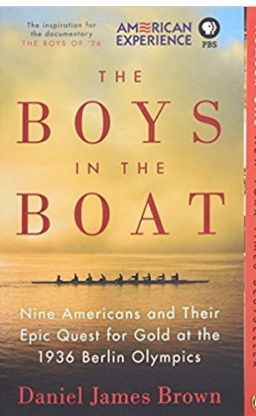
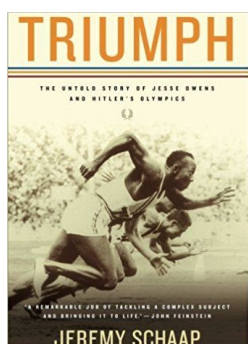
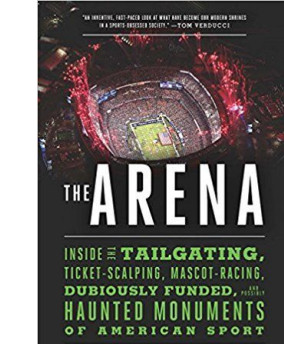
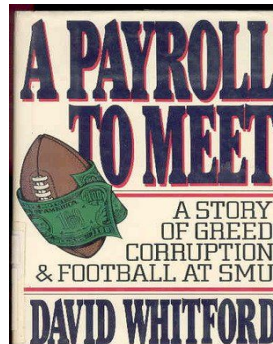
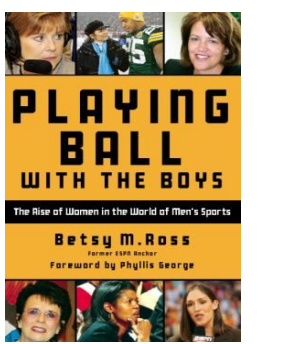
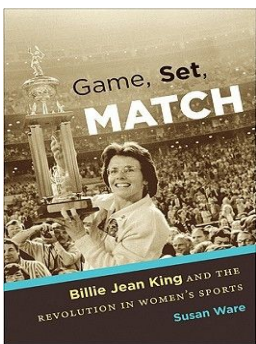
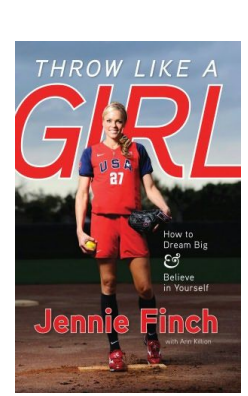
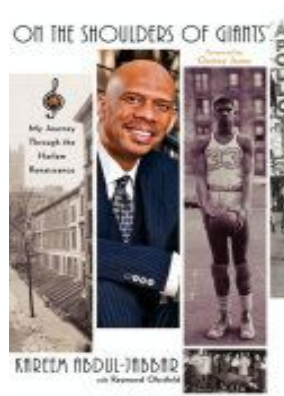
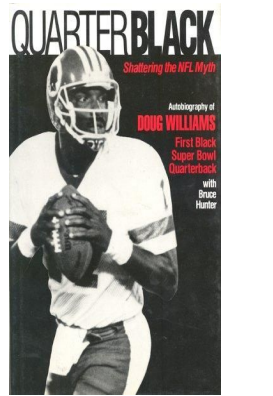
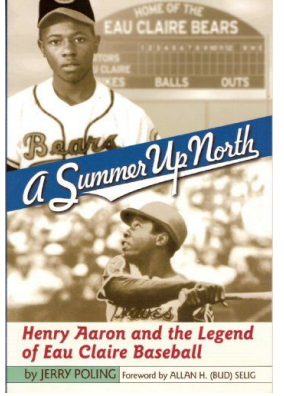
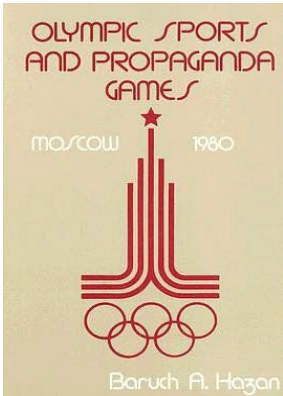
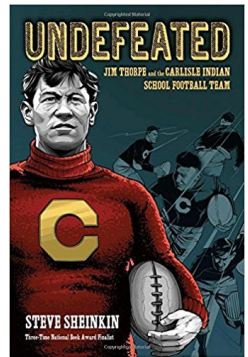
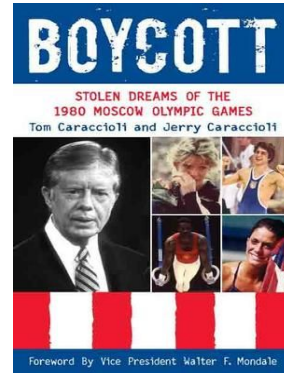
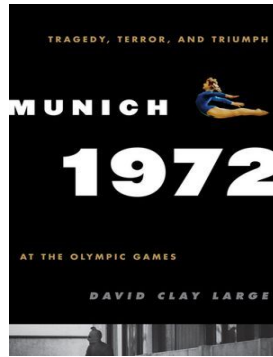
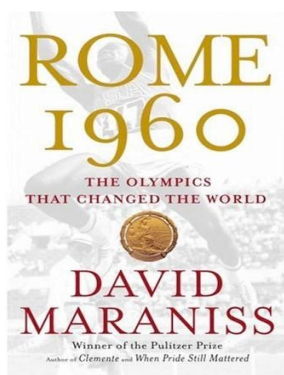
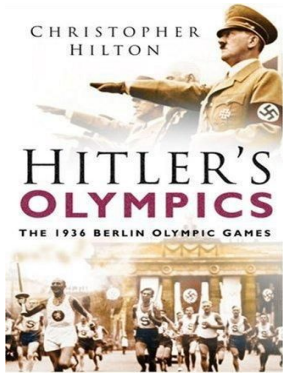
[ESPN Drugs & Sports: Anabolic Steroids](#)

[Spots Medicine Gives Brewers An Edge](#)

*We would like to thank Oshkosh West and teacher John Burke for allowing us to use materials from their course Sport & History.

Suggested Books for Choice Reading

Students will self select and read one of the following and discuss in an inquiry circle:



College and Career Research: English

one semester
English .5 credit

Senior Elective only

This semester course is personalized and project based: Students will generate a personal question related to a career path of their choice to direct and frame within the components of the ELA common core standards, including reading, research, writing, speaking and listening. Sample activities include completing interviews with adults working in the student's current field of interest; the school and job application processes; a culminating MLA formatted research paper; creation of a multimedia presentation; and creation of a personal portfolio within the State of Wisconsin Career Cruising digital tool.

Additional skills will focus on perseverance, responsibility, adaptability, and leadership; Sean Covey's book *7 Habits of Highly Effective Teens* will provide a framework of study.

GRIT Resource 8 & 9
Course Proposal, 11/03/17
Wendy Cartledge
At-Risk Teacher

Course Description

The GRIT Resource is designed to provide a range of additional supports and tools to students in their transition from the Middle School to the JR High and from the JR High to the High School. The GRIT Resource course will promote following areas:

Growth- Academic Social/Emotional/Individual Growth
Responsibility- Community Volunteering/School Community Engagement
Independence- Study Skills/Self Advocate Needs
Tenacity- Stamina to persist through challenges at home, in the community and at school

**** 8th grade will focus on getting to know the JR High, Success Skills, Behavior Matrix/Expectations, and the main volunteer group for the Giving Tree.**

****9th grade will focus on Strengths Building, Self Advocating, Community Volunteering, and preparing for the transition to the High School.**

Length of Course:

Semester/Year ($\frac{1}{4}$ & $\frac{1}{2}$ Credit)
Pass/Fail

Prerequisite:

Additional support within the At-Risk programming as identified through the ESS process and the CST team.

Course Materials

This course will draw from the following rotating resources for activities, discussions, and assessments:

- The Growth Mindset Coach: A teacher's Month-by-Month Handbook for Empowering Students to Achieve, by Annie Brock and Heather Hundly
- Changing Behavior by Changing Thinking, Materials Developed & Adapted by John Bemis
- The Mindfulness Toolbox, by Donald Altman
- The Seven Habits of Highly Effective Teens, by Sean Covey
- Summarization Savvy, by Rick Wormeli
- School Connect, by Kathy Beland & Julea Douglass
- The Prepare Curriculum, by Arnold P Goldstein

Course Objectives

Students will:

8th Grade

- Identify building expectations (matrix)
- Identify 3 strategies to increase organization skills
- Identify 3 staff members in the JR high that can be resources
- Identify 1 or more conflict resolution strategies
- Participate in Giving Tree pantry operations
- Identify and give personal examples of the DCE Success skills
- Participate in short and long term goal setting

9th Grade

- Identify the characteristics of a fixed and growth mindset
- Participate in community volunteer activities
- Demonstrate ability to maintain a system of their choice to keep track of assignments (planner, iPad, etc)
- Identify 3 staff members at the High School that can be resources
- Identify and give personal examples of study strategies
- Participate in short and long term goal strategies

Budget

***Serving approx. 20-25 students with both sections**

DCE Planners-60\$

Reward/Incentive Budget-400\$

JOB DESCRIPTION

TITLE: Assistant Junior High School Principal
REPORTS TO: Junior High School Principal

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To assist the principal in performing the administrative duties necessary to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

Interprets and/or refers staff questions on Board policy and employment agreements to the Principal.
Assists the Principal in the development of building policies and procedures.

Planning

Participates in the planning, implementation, and evaluation of the school's instructional program.
Assists the Principal in planning, organizing, and directing the implementation of all school activities.
Assists the Principal in developing short and long-range plans and formulating annual building administrative goals.
Under the direction of the principal, takes responsibility for developing the master schedule.

Conflict Resolution

Maintains open communications to resolve conflicts at the lowest level.
Serves as an intermediary between the school staff and the principal to resolve concerns and sensitive personnel problems.
Serves as a mediator in resolving conflicts between students, between teachers, between students and teachers, and between teachers and parents.
Serves on the district negotiating team as assigned by the Superintendent.

Budgeting and Financial Planning

Assists the Principal in developing and administering the building budget.
Assists curriculum coordinators, reading staff, and support staff in formulating budgets.
Responsible for becoming knowledgeable on building budgeting operations.

Supervision and Evaluation

Assists in the supervision and evaluation of professional and support staff as directed by the Principal.
Assists in the development of strategies for teacher supervision and evaluation.
Supervises use of the school plant.
Makes recommendations to the Principal regarding the employment status of staff members on an annual basis.

Staff Relations

Contacts and coordinates substitute teachers as the need arises.
Provides leadership and support to the teaching and support staff.
Works with the professional and support staff in solving problems as they arise.
Encourages the sharing of successful practices, techniques, and innovative procedures among members of the school staff.
Makes arrangements with staff for adequate supervision of student activities and assists teachers in scheduling meetings for clubs and activities.

Staff Development

Assists in the orientation of new personnel.
Encourages staff members to participate in clinics, workshops, and state and regional meetings.
Assists in developing and implementing appropriate in-service activities in cooperation with the Principal, curriculum coordinators, and the Assistant Superintendent-Curriculum and Learning.

Involves professional staff in curriculum planning and development.

Serves as an educational leader, counseling staff members regarding their individual and group performance.

School - Community Relations

Provides opportunities for parents to discuss and resolve individual student problems through letters, telephone contacts and conferences.

Provides input to and assist the principal in disseminating information of interest to the community through various media including newspaper, television, and radio.

Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support overall of school objectives and programs.

Works with community agencies in securing appropriate assistance and opportunities for students.

Fosters and promotes community services within the school attendance area.

Student Relations

Maintains a building atmosphere that is conducive to the promotion of good student citizenship.

Assists with the evaluation and updating of the Student Code of Rights and Responsibilities.

Maintains appropriate and complete student records dealing with discipline and attendance.

Coordinates and supervises the school detention program.

Coordinates and arranges for the supervision of all student activities and assemblies.

Coordinates student trips in cooperation with the transportation supervisor.

Assists in developing student handbooks.

Develops schedules for new students and makes modifications for those requiring changes.

Serves as the building administrative representative on all multidisciplinary teams and assumes responsibility for scheduling and coordinating building multidisciplinary team meetings.

Makes recommendations to the Assistant Superintendent-Curriculum and Learning regarding the placement of students in the EEN program.

Curriculum

Works closely with the Principal, curriculum coordinators, and Assistant Superintendent-Curriculum and Learning in developing an appropriate instructional program for junior high school students.

Assists in implementing, monitoring, and evaluating curriculum offerings.

Serves on the district wide curriculum council and related committees.

Assists in the administrative process which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.

Works with the Assistant Superintendent-Curriculum and Learning in coordinating and evaluating the building's special education programs.

Discipline

Maintains high standards of student conduct and enforce appropriate disciplinary measures as necessary while according students their due process rights.

Communicates expectations regarding student behavior to students, staff, and parents.

Identifies and modifies factors contributing to student behavior problems.

Counsels with students and teachers to resolve individual pupil behavior problems.

Supervises the reporting and monitoring of student attendance as well as investigative follow-up actions.

Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

Assists in teacher recruitment, screening, and selection as delegated by the principal.

Communication

Provides open lines of communication with students, teachers, and support staff.

Communicates with other appropriate district administrators regarding issues and developments affecting the school.

Provides opportunities for two-way communication between the school, parents, and school community.

Other Responsibilities

Serves as the principal in the absence of the regular principal.

Assists in conducting safety inspections and safety drill practice activities.

Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.

Shall have the primary responsibility of maintaining an extra-curricular athletic program.

Shall be the liaison person between the school and the Supervisor of Community Services.

Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's Degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract and Board Policy.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Assistant Middle School Principal
REPORTS TO: Middle School Principal

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To assist the principal in performing the administrative duties necessary to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices.

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

Interprets and/or refers staff questions on Board policy and employment agreements to the Principal.

- Assists the Principal in the development of building policies and procedures.

Planning

- Participates in the planning, implementation, and evaluation of the school's instructional program.
Assists the Principal in planning, organizing, and directing the implementation of all school activities.
Assists the Principal in developing short and long-range plans and formulating annual building administrative goals.
Under the direction of the principal, takes responsibility for developing the master schedule.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Serves as an intermediary between the school staff and the principal to resolve concerns and sensitive personnel problems.
- Serves as a mediator in resolving conflicts between students, between teachers, between students and teachers, and between teachers and parents.
Serves on the district negotiating team as assigned by the Superintendent.

Budgeting and Financial Planning

- Assists the Principal in developing and administering the building budget.
- Assists curriculum coordinators, specialists, and support staff in formulating budgets.
Responsible for becoming knowledgeable on building budgeting operations.

Supervision and Evaluation

- Assists in the supervision and evaluation of professional and support staff as directed by the Principal.
Assists in the development of strategies for teacher supervision and evaluation.
- Supervises use of the school plant.
Makes recommendations to the Principal regarding the employment status of staff members on an annual basis.

Staff Relations

- Contacts and coordinates substitute teachers as the need arises.
Provides leadership and support to the teaching and support staff.
- Works with the professional and support staff in solving problems as they arise.
Encourages the sharing of successful practices, techniques, and innovative procedures among members of the school staff.
- Makes arrangements with staff for adequate supervision of student activities and assists teachers in scheduling meetings for clubs and activities.

Staff Development

- Assists in the orientation of new personnel.
Encourages staff members to participate in clinics, workshops, and state and regional meetings.

Assists in developing and implementing appropriate in-service activities in cooperation with the Principal, curriculum coordinators, and the Assistant Superintendent-Curriculum and Learning. Involves professional staff in curriculum planning and development.

- Serves as an educational leader, counseling staff members regarding their individual and group performance.

School - Community Relations

- Provides opportunities for parents to discuss and resolve individual student problems through letters, telephone contacts and conferences.

Provides input to and assist the principal in disseminating information of interest to the community through various media including newspaper, television, and radio.

Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support overall of school objectives and programs.

Works with community agencies in securing appropriate assistance and opportunities for students.

Fosters and promotes community services within the school attendance area.

Student Relations

- Maintains a building atmosphere that is conducive to the promotion of good student citizenship. Assists with the evaluation and updating of the Student Code of Rights and Responsibilities.
- Maintains appropriate and complete student records dealing with discipline, attendance, and truancy.
- Coordinates and supervises the school discipline program.
- Coordinates and arranges for the supervision of all student activities and assemblies. Coordinates student trips in cooperation with the transportation supervisor. Assists in developing student handbooks. Develops schedules for new students and makes modifications for those requiring changes. Attend special events held to recognize student achievement, and attends school sponsored activities or functions and athletic events.
- Serves as the building administrative representative on all multidisciplinary teams and assumes responsibility for scheduling and coordinating building multidisciplinary team meetings.
- Makes recommendations to the Assistant Superintendent-Curriculum and Learning regarding the placement of students.

Curriculum

- Works closely with the Principal, curriculum coordinators, and Assistant Superintendent-Curriculum and Learning in developing an appropriate instructional program for middle school students. Assists in implementing, monitoring, and evaluating curriculum offerings. Serves on the district wide curriculum council and related committees. Assists in the administrative process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.
- Works with the Assistant Superintendent-Curriculum and Learning in coordinating and evaluating the building's special education programs.

Discipline

- Maintains high standards of student conduct and enforce appropriate disciplinary measures as necessary while according students their due process rights.
- Communicates expectations regarding student behavior to students, staff, and parents.
- Identifies and modifies factors contributing to student behavior problems.
- Counsels with students and teachers to resolve individual pupil behavior problems.
- Supervises the reporting and monitoring of student attendance as well as investigative follow-up actions.
- Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

Assists in teacher recruitment, screening, and selection as delegated by the principal.

Communication

- Provides open lines of communication with students, teachers, and support staff.
Communicates with other appropriate district administrators regarding issues and developments affecting the school.
Provides opportunities for two-way communication between the school, parents, and school community.

Other Responsibilities

- Serves as the principal in the absence of the regular principal.
- Assists in conducting safety inspections and safety drill practice activities.
Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.
Shall be the liaison person between the school and the Supervisor of Community Services.
Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's Degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract and Board Policy.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Assistant Senior High Principal
REPORTS TO: Senior High Principal

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To assist the principal in performing the administrative duties necessary to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices.

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

Interprets and/or refers staff questions on Board policy and employment agreements to the principal and/or Superintendent.

- Assists the principal in the development of building policies and procedures.

Planning

- Participates in the planning, implementation, and evaluation of the school's instructional program.

Assists the principal in planning, organizing and directing the implementation of all school activities.

Assists the principal in developing short and long-range plans and formulating annual building administrative goals.

Under the direction of the principal, takes responsibility for developing the master schedule.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Serves as an intermediary between the school staff and the principal to resolve concerns and sensitive personnel problems.
- Serves as a mediator in resolving conflicts between students, between teachers, between students and teachers, and between teachers and parents.

Serves on the district negotiating team as assigned by the Superintendent.

Budgeting and Financial Planning

- Assists the principal in developing and administering the building budget.
- Assists curriculum coordinators, teaching staff, and support staff in formulating budgets.

Responsible for becoming knowledgeable on building budgeting operations.

Supervision and Evaluation

- Assists in the supervision and evaluation of professional and support staff as directed by the principal.
- Assists in the development of strategies for teacher supervision and evaluation.
- Supervises use of the school plant.

Makes recommendations to the principal regarding the employment status of staff members on an annual basis.

Staff Relations

Contacts and coordinate substitute teachers as the need arises.

Provides leadership and support to the teaching and support staff.

- Works with the professional and support staff in solving problems as they arise.
Encourages the sharing of successful practices, techniques, and innovative procedures among members of the school staff.

Staff Development

- Assists in the orientation of new personnel.
Encourages staff members to participate in clinics, workshops, and state and regional meetings.
Assists in developing and implementing appropriate in-service activities in cooperation with the principal, curriculum coordinators, and the Assistant Superintendent-Curriculum and Learning.
Involves professional staff in curriculum planning and development.
- Serves as an educational leader, counseling staff members regarding their individual and group performance.

School-Community Relations

- Provides opportunities for parents to discuss and resolve individual student problems through letters, telephone contacts, and conferences.
Provides input to and assists the principal in disseminating information of interest to the community through various media including newspaper, television and radio.
Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support overall of school objectives and programs.
Fosters and promotes community services within the school attendance area.

Student Relations

- Maintains a building atmosphere that is conducive to the promotion of good student citizenship.
Assists with the evaluation and updating of the Student Code of Rights and Responsibilities.
- Maintains appropriate and completes student records dealing with discipline and attendance.
- Coordinates and supervises the school detention program.
- Coordinates and arranges for the supervision of all student activities and assemblies.
Coordinates student trips in cooperation with the transportation supervisor.
Assists in developing student handbooks.
- Serves as the building administrative representative on all multidisciplinary teams and assumes responsibility for scheduling and coordinating building multidisciplinary team meetings.
- Makes recommendations to the Assistant Superintendent-Curriculum and Learning regarding the placement of students.

Curriculum

- Works closely with the principal, curriculum coordinators, and Assistant Superintendent-Curriculum and Learning in developing an appropriate instructional program for senior high school students.
Assists in implementing, monitoring, and evaluating curriculum offerings.
Serves on the district curriculum council and related committees.
Assists in the administrative process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.
- Works with the Assistant Superintendent-Curriculum and Learning in coordinating and evaluating the building's special education programs.

Discipline

- Maintains high standards of student conduct and enforce appropriate disciplinary measures as necessary while according students their due process rights.
- Communicates expectations regarding student behavior to students, staff and parents.
- Identifies and modifies factors contributing to student behavior problems.
- Counsels with students and teachers to resolve individual pupil behavior problems.
- Supervises the reporting and monitoring of student attendance as well as investigative follow-up actions.
- Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

Assists in teacher recruitment, screening, and selection as delegated by the principal.

Communication

- Provides open lines of communication with students, teachers and support staff.
Communicates with other appropriate district administrators regarding issues and developments affecting the school.
Provides opportunities for two-way communication between the school, parents, and school community.

Other Responsibilities

- Serves as the principal in the absence of the regular principal.
- Assists in conducting safety inspections and safety drill practice activities.
Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.
Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.
A Master's degree with coursework in school administration.
Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.
All insurance and other fringe benefits provided by the individual administrator contract.
Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Assistant Superintendent, Business/Personnel Services UPDATED: October 2017
REPORTS TO: Superintendent of Schools TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

The Assistant Superintendent will ensure that all students are provided a safe and healthy environment, access to a quality food program and a responsive transportation system, and that district financial and personnel interests are appropriately addressed. S/he is responsible for administrative leadership in the planning, implementing, directing and evaluating of all district logistical needs and community service activities in accordance with the policies, rules, and regulations established by the School Board and the laws and administrative regulations of the state of Wisconsin and the United States of America.

In the event of the absence of the Superintendent of Schools, s/he will assume the duties and responsibilities of the Superintendent, if assigned.

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

- Recommends to and assists the Superintendent of Schools in the ongoing development and administration of contracts, policies, and rules with emphasis on Business/Personnel Services.
- Recommends to and assists the Superintendent of Schools on the impact of local, state and federal laws regarding financial, budgetary, personnel, transportation, food service including but not limited to general institutional matters.
- Recommends to and assists the Superintendent of Schools with respect to staff ratios, enrollment projections, support staff needs, compensation and benefit programs, and staffing designs.

Planning

- Provides administrative leadership in long-range planning, coordinating, and evaluating Business/Personnel Services programs and service delivery systems.
- Initiates and maintains an ongoing program of needs assessment, to include space utilization analysis, ongoing research, and prepares/updates long-range plans as needed.
- Prepares documentation for district compliance with state and federal legislation relating to Business/Personnel Services.

Assists the Superintendent of Schools in developing district goals.

Conflict Resolution

- Recommends to and assists the Superintendent and the School Board with the resolution of disputes involving outside contractors or agents.
- Counsels with administrators and employees to resolve disputes involving the business operations of the district.
- Conducts investigations of complaints from public and staff regarding personnel, transportation, buildings & grounds, food services, community services and any other school operations as directed by the Superintendent.

Budgeting and Financial Planning

- Administers the district's short term borrowing program under arbitrage and works closely with bond counsel to ensure IRS compliance.
- Administers the district bonding and long term financing programs.
- Directs all staff in the preparation and development of the Annual School District Budget.
- Provides for the cash flow management of the district.
- Researches, implements new budgeting, and financial practices as technology and systems improve.
- Develops resolutions to identify and authorize district depositories.
- Directs the district's errors and omissions, liability, property, and worker's compensation insurance programs and all other insurance programs as needed.

Purchasing and Supply Management

- Directs the purchasing of all supplies, materials and equipment included in the annual operating budget.
- Directs the purchasing of all supplies, materials and equipment for new buildings.

- Directs the preparation of suitable specifications and standards and for the utilization of good purchasing principles and procedures.
- Provides for procedures and records necessary for warehousing, storing, trucking and inventory control.
- Researches and implements new purchasing practices as technology and systems improve.

Accounting and Reporting

- Establishes and supervises the district accounting system and provides school officials and administrators with accurate financial facts as the basis for formulating policies and decisions.
- Provides the proper safeguards for the custody of public funds and makes possible complete reporting as deputy treasurer of the district.
- Directs the timely and accurate preparation of all state and federal budgetary and financial reports.
- Supervises the development and preparation of financial reports required for the operation of the district.
- Works with the auditor to develop, conduct and maintain a sound internal audit program.
- Establishes procedures for recordkeeping, maintaining all records that prudence and legal requirements demand.
- Directs the preparation of the district's Annual Financial Report to the Wisconsin Department of Public Instruction.
- Directs the preparation of the district's Annual Meeting Report and reports the budget to the voters of the district and the Annual Meeting and Budget Hearing.

Recruitment and Placement

- Makes recommendations to the Superintendent on the hiring and placement of teaching and support staff.
- Directs the district's personnel operations and ensures appropriate hiring practices and procedures.
- Researches and implements new personnel practices as technology and systems improve.

Supervision and Evaluation

- Supervises and evaluates the administrators responsible for custodial/buildings and grounds, community services, transportation, food service, and Human Resources, and others as needed.

Staff Development

- Directs the in-service training of staff in relation to business/personnel services policies, procedures and reports.
- Acts as compliance officer for the E.E.O.C. and O.C.R. regulations.
- Assists the Superintendent in developing and reviewing administrative management objectives.

Data Processing

- Initiates and develops data processing systems and equipment, as necessary, to provide better and more complete accounting, budgeting and personnel records.
- Researches new technology and, working with the Director of Technology, utilizes new technology to improve business services operations.

Plant Construction, Operation and Maintenance

- Works with administrators, teachers and lay personnel in determining and planning for school plant needs and in acquiring school sites and managing school property after the educational standards have been determined.
- Works with architects to see that needs are properly translated into final plans, with attorneys and financial advisors to effect suitable financing, with bidders to secure economical contracts and with contractors to provide satisfactory building facilities.
- Responsible for providing, operating and maintaining facilities which will assure maximum educational utility as well as a healthy, comfortable, safe environment for pupils, teachers and the public.

Environmental Issues

- Advises the Superintendent and school board on environmental issues.
- Directs programs related to safety and environmental issues such as lock-out/tag-out, asbestos, right-to-know, U.S. Safe Water Drinking Act, confined space entry, and others.

School-Community Relations

- Helps interpret the business affairs of the school district to the public by preparing materials for distribution, addressing and working with service clubs, the PTA and citizens committees, and through contacts with press, radio and television services.
- Provides the Superintendent and other staff members, as well as the School Board, with financial and budgetary information to help them in their relations with the public.
- Develops and maintains good relations with business, financial and community leaders.

Communication

- Maintains both internal and external communications regarding the business/personnel operation.
- Keeps the Superintendent of Schools apprised of the current status of business/personnel operations and prepare reports as requested by the Superintendent.

Transportation

- Oversees the operation of all transportation services.
- Negotiates contract for services from the transportation vendor.
- Directs all state reports regarding transportation issues.

Other Responsibilities

- Attends all School Board meetings, board committee meetings as requested by the Superintendent, on school business/personnel matters.
- Attends local, state and national meetings as is necessary to carry out the responsibilities of his job description subject to the approval of the Superintendent of Schools and budgetary restraints.
- Administers, for the School Board Clerk bond referendum elections.
- Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction as a Business Manager (08).

Master's Degree in School Business Administration.

Training and experience in business management.

Three years' experience in school administration or a related area of business management.

TERM OF EMPLOYMENT:

52 week contract (July 1 to June 30).

Salary determined annually on merit based upon evaluation of performance.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Assistant Superintendent, Curriculum & Learning
REPORTS TO: Superintendent of Schools

UPDATED: November 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

The Assistant Superintendent will ensure that all students have an equal opportunity to access educational programs and services. S/he is responsible for administrative leadership in the planning, evaluation, direction, and evaluation of district PK-12 curricula and instructional programs and services within recognized current best standards and practices in accordance with the policies, rules, and regulations as established by the Board of Education and the laws and administrative regulations of the State of Wisconsin and the United States of America. S/he assists the teachers and administrators of the D.C. Everest District in the planning, implementation, and funding of technology.

In the event of the absence of the Superintendent of Schools and the Assistant Superintendent, Business/Personnel Services, s/he will assume the duties and responsibilities of the Superintendent.

PERFORMANCE RESPONSIBILITIES:

Policy and Contract Administration

- Assists the Superintendent of Schools in the ongoing development and administration of contracts, policies, and rules with emphasis on Curriculum and Learning.
- Assists the Superintendent of Schools as per his/her direction on carrying out the district's policies in his/her absence.
- Advises the Superintendent of Schools regarding staff needs with input from principals and a review of appropriate ratios.

Planning

- Provides administrative leadership in long-range planning, coordinating, and evaluating Curriculum & Instruction programs and services.
- Approves and coordinates all curriculum writing by staff.
- Develops long- and short-range technology goals.
- Serves as the chair of the District Technology Committee.
- Maintains a district wide inventory of hardware and software.
- [Provides leadership related to open enrollment, tuition waiver, and youth options program opportunities.](#)
- Makes an assessment of space needs and makes recommendations to the Superintendent of Schools.
- Assists the Superintendent of Schools in the development of district goals.
- Initiates and maintains an ongoing research program.
- Develops, evaluates and administers state and federal grant proposals.

Conflict Resolution

- Counsels with administrators from all levels of Curriculum and Instruction in the district to resolve conflicts pertaining to student programs and services.
- Counsels with administrators, employees, parents, personnel from community agencies or school districts, DPI personnel, or others to resolve complaints and sensitive problems.

Budgeting and Financial Planning

- Administers budgets relating to the Curriculum & Learning office.
- Prepares state and federal program plans relating to categorical aided programs and grants: Title I, Title II, Title III, Title IV, Title VI-Innovative Educational Program Strategies, Prep, and others as assigned.
- Assists the Business Office in the preparation of financial reports.
- Keeps abreast of federal state, and private funding sources and initiatives, and authorizes grant writing when appropriate.
- Assists the Business Office in the preparation of financial reports.

Supervision

- Supervises and evaluates Directors of Elementary and Secondary Education, Director of Technology, Director of Pupil Services and Special Education, and Curriculum Coordinators.
- Administers PK-12 Curriculum & Instruction programs and services.
- Provides resources and administrative leadership to principals and/or coordinators in the evaluation and improvement of the teaching staff.

Staff Development

- Oversees robust professional development program for teachers and district compensation model.
- Supervises and coordinates the state/district assessment process.
- Assists principals with the improvement of instruction.
- Provides leadership with coordinators on evaluation, change, implementation and assessment of district Curriculum & Instruction programs/services and the state Standards & Benchmarks.
- Plans, organizes and directs long-range staff development including in-service, continuing education programs and technology for regular education personnel, administrators, other district personnel, parents and other community members.
- Assists the Superintendent of Schools in developing and reviewing administrative management objectives.
- Coordinates equivalency clock hours for administrators.
- Coordinates the Teacher Induction Program.

School-Community Relations

- Seeks input from parents and the community regarding Curriculum, Instruction and Technology programs and services.
- Disseminates information on technology initiatives to the community through various media including the newspaper, television, and radio.
- Provides leadership selecting and chairing the materials reconsideration committee/process.

Student Relations

- Acts as an advocate for students and their educational programs.

Curriculum and Instruction

- Provides leadership in the coordination, development, reviewing and revision of written courses of study.
- Provides resources and leadership for the continuous evaluation and improvement of Curriculum & Learning.
- Makes recommendations to the Superintendent of Schools on curricular changes, purchasing instructional materials, textbooks adoptions, teaching methods, etc.
- Provides administrative leadership in the development of a district wide assessment and testing program, and interprets test results in relation to curricular needs.
- Provides leadership in the development of content area curriculum that uses technology as a tool for learning.
- Provides leadership toward improving student performance through technology integration in the district.

Equity

- Oversees ELL program.
- Oversees District Equity Leadership Team

Mental Health

- Oversees School Based Mental Health Services

Technology

- Communicates with other appropriate district administrators regarding issues and developments related to technology.

Communications

Maintains both internal and external communications regarding Curriculum and Learning.

Keeps the Superintendent of Schools apprised of the current status of activities relating to Curriculum and Learning, and prepares reports as requested by the Superintendent.

Other Responsibilities

Attends all Board of Education meetings and Board Committee meetings as requested by the Superintendent of Schools.

Attends local, state and national meetings as is necessary to carry out the responsibilities of the job description subject to the approval of the Superintendent of Schools and budgetary restraints.

Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Athletic Director
REPORTS TO: Senior High Principal

UPDATED: November 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To provide leadership, coordination, and innovation to the total athletic program. To help coaches increase their skills and improve their performance so that students may be provided equal educational opportunities of high standards. To help coaches translate athletic activities into meaningful learning experiences.

PERFORMANCE RESPONSIBILITIES:

Policy and Contract Administration

Interprets and/or refers staff questions on Board policy and employment agreements to appropriate administrative personnel.

Assists in the development of Board policies and procedures.

Explains policy goals to coaching staff.

Planning

- Develops long and short-range athletic goals.
- Develops strategies for coaching supervision and evaluation.
- Develops in-service goals in conjunction with the Assistant Superintendent, Curriculum, Instruction & Technology and other appropriate administrative staff.
- Attends all administrator and coordinator meetings to promote interdisciplinary goals.
- Coordinates and oversees the selection of supplies and materials in the Athletic Department.
- Advises the principals on coaching assignments.
- Works with Supervisor of Community Services in planning for the use of facilities and providing programs.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Counsels with the coaching staff to resolve concerns and conflicts.
Assists in providing information on certification and other requirements of state agencies that affect athletic staff.
- Assists the principals in mediating disputes which arise between coaching staff and the school community.
- Serves on the district negotiating team as assigned by the Superintendent.

Budgeting and Financial Planning

- Develops and administers the Athletic budget in conjunction with the building principals.
- Approves purchase orders for all athletic supplies and materials at the Senior High School.
- Develops bid specifications where necessary.
- Provides input to the building principals in approving requests for attendance at professional meetings and conferences/clinics.

Supervision and Evaluation

- Conducts a program of coaching supervision leading to the improvement of coaching in the Athletic Department.
- Evaluates coaching performance and makes recommendations to the principals regarding athletic personnel.
- Conducts an ongoing evaluation of the athletic program.
- Supervises and evaluates athletic and clerical personnel.

Staff Relations

- Provides a framework in which staff can work cooperatively and share in decision-making.
- Provides leadership and support to athletic and clerical staff.
- Conducts Athletic Department meetings to keep members informed of policy changes, new programs, and the like.

- Works with coaching staff and clerical staff in solving problems as they arise.

Staff Development

- Orients new coaches, substitutes, and paraprofessional personnel to their role within the department.
- Encourages staff members to participate in appropriate clinics, workshops, and state and regional meetings.
- Works jointly with the Assistant Superintendent, Curriculum, Instruction & Technology to develop and implement appropriate in-service activities in athletic areas.
- Involves coaching staff in program planning and development.
- Observes, consults with, and assists individual coaches in their coaching assignments.

Keeps informed of educational innovations and trends.

School-Community Relations

- Assists the principals in disseminating information on athletic activities to the community through various media including the newspaper, television, and radio.
- Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support for overall school objectives and programs.
- Works with the athletic booster club.
- Assists in providing an atmosphere of open communication between students, faculty, parents, and administrators.
- Ensures a climate free of discrimination and pupil harassment.
- Serves as an advocate for students in their educational programs.
- Provides opportunities to counsel with individual students to meet individual problems as they arise.

Curriculum

- Implements, monitors, and evaluates athletic offerings.
- Supports a process which provides for a reasonable accommodation as defined under Section 504 of The Rehabilitation Act of 1973.
- Serves on the district-wide curriculum council and related committees as requested by the Assistant Superintendent, Curriculum, Instruction & Technology.
- Keeps up-to-date with publications and new trends in coaching and athletics.

Discipline

- Communicates expectations regarding student behavior to students, staff, and parents.
- Counsels with students and teachers to assist in resolving individual pupil behavior problems.
- Develops policies and procedures to ensure appropriate standards of conduct in the area of athletics.
- Coordinates and chairs Athletic Council meetings dealing with violations of the athletic code for school district.

Recruitment and Placement

- Assists the principals in interviewing prospective teachers for coaching.
- Makes recommendations to the principals on the hiring and placement of coaching staff.

Communication

- Provides open lines of communication with students, teachers, and support staff.
- Communicates with other appropriate district administrators regarding issues and developments affecting athletics.

Other Responsibilities

- Attends local, state and national meetings as necessary to carry out the responsibilities of this job description subject to the approval of the Superintendent of Schools and budgetary restraints.
- Serves as staff advisor to principals in all matters pertaining to athletics.
- Provides leadership for development of written guides for all sports and coaches conducting all athletic programs.

Carries out directions of principals relative to scholastic athletics including WIAA rules and policies, scheduling management of contests and transportation.

Assumes responsibility for home athletic contests including assignment of person in charge, the officials, supervisory personnel, police, team physician, etc. for the proper conduct and control of said event.

Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Curriculum Coordinator
REPORTS TO: Director of Curriculum & Learning

UPDATED: November 2017
TERMS OF EMPLOYMENT: Various

JOB GOAL:

To provide leadership, coordination, and innovation to help teachers increase their skills and improve their performance so that each district student may be provided with equal educational opportunities of a consistently high standard.

To help teachers translate curriculum goals and objectives into meaningful learning experiences in their specific content area.

PERFORMANCE RESPONSIBILITIES:

Planning

- Develops long and short-range curriculum goals.
- Develops strategies for teacher supervision and evaluation.
- Develops in-service departmental goals in conjunction with the Assistant Superintendent, Curriculum & Learning, and other appropriate administrative staff.
- Attends all administrator and coordinator meetings to promote interdisciplinary goals.
- Coordinates and oversees the selection of instructional materials in content area.
- Advises the principals on class loads and teacher subject assignments.
- Serves as a consultant in the selection of instructional supplies, equipment, and books.

Conflict Resolution

- Counsels with departmental staff to resolve concerns and interdepartmental conflicts among the staff.
- Assists the principals in mediating disputes which arise between departmental staff and the school community.

Budgeting and Financial Planning

- Develops and administers budgets in conjunction with the building principals and Director of Curriculum and Learning.
- Approves purchase orders for all departmental instructional supplies and materials.

Supervision and Evaluation

- Conducts a program of teacher supervision leading to the improvement of instruction in content area.
- Evaluates the achievement and placement of students in content area.

Staff Development

- Orients new teachers, substitutes, and paraprofessional personnel to their role within the department.
- Works jointly with the Assistant Superintendent, Curriculum & Learning, to develop and implement appropriate professional development in content area.
- Involves departmental staff in curriculum planning and development.
- Observes, consults with, and assists individual classroom teachers in their instructional and classroom performance.

Curriculum

- Works closely with the Assistant Superintendent, Curriculum & Learning, and building principals in developing appropriate curricular offerings within the department.
- Coordinates the development and implementation strategies to assess student performance.
- Works closely with the building principals in developing appropriate curricular offerings within content area.
- Develops recommendations on textbook selection, tests, and other instructional aids.
- Coordinates departmental curricular revisions and rewriting of course descriptions.

Recruitment and Placement

- Assists principals in interviewing prospective teachers for content area.
- Makes recommendations to the principals on hiring and placement of teaching and support staff.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

As determined by individual contracts.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Director of Elementary Education
REPORTS TO: Assistant Superintendent, Curriculum, & Learning

UPDATED: November 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

ESSENTIAL FUNCTIONS:

PERFORMANCE RESPONSIBILITIES

Provides direct leadership in curriculum, instruction, and learning and assessment practices at the 4K-5 level.

Provides for systematic evaluation of the effectiveness of the instructional programs.

Systemically plan, develop and implement continuous improvement of quality educational programs and services for students across all 4K-5 buildings.

Advances a comprehensive curriculum and instruction system focused on enhancing student outcomes and creating the best possible learning environment for children.

Through a shared responsibility model, builds capacity among staff and administration.

Examines the district instructional needs critically to identify strengths and opportunities to improve and communicate recommendations to all stakeholders.

Provides leadership for Response to Intervention (Rtl).

Keeps abreast of current research and practice in curriculum, instruction and assessment.

Assists principals to create a plan to meet district level goals.

Policy and Contract Administration

- Interprets and administers Board policies and employment agreements.
Carries out the policies of the School Board relating to curriculum and instruction.

Planning

- Involves staff, parents, and community in short and long range planning at the building and district level.
- Facilitates and coordinates the planning, implementation, and evaluation of the school's instructional program.
- Develops, implements, supervises, and evaluates the elementary summer school.
Coordinates the reporting and analysis of class size and instructional staff policies.
- Plans jointly with the Assistant Superintendent, Curriculum & Learning to initiate and maintain an ongoing program of elementary curriculum evaluation and research.

Budgeting and Financial Planning

Supports the development of budgets relating to 4K-5 curriculum and instruction.

Recruitment and Placement

- Makes recommendations to the Superintendent on the hiring and placement of teaching and support staff.

Student Relations

- Provides for an atmosphere of open communication between students, staff, parents, and administrators that fosters constructive suggestions for making the school program stronger.
Participates in the recommendation, evaluation, and assignment of students to the district's special education and other special school programs.
Provides for the health and safety of students assigned to the school.
- Serves as an advocate for students and their educational programs.

- Ensures a climate free of discrimination and pupil harassment.
Provides leadership to help students develop positive self-concepts, recognize and value their own uniqueness, and accept both their capabilities and limitations.

Staff Relations

- Creates a strong sense of togetherness, through the use of effective human relation skills to accomplish the district's mission.
- Provides leadership and support to teaching and support staff.
Creates an atmosphere of fairness and consistency in dealing with work-related issues.
- Conducts staff meetings to involve staff in decision-making and keep them informed of policy changes, and new programs.

School-Community Relations

- Provides opportunities to develop partnerships between the school, home and the school community.
- Provides individual opportunities for parents to discuss student-related matters.
Communicates the school's philosophy, needs, and accomplishments through the dissemination of information to the community through various media including the newspaper, television, and radio.
Serves as the liaison between the teaching and support staffs, central office staff, and patrons of the school district.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Counsels with employees to resolve concerns and sensitive personnel problems.
- Mediates disputes, which arise between the school and the school community.
- Counsels with elementary principals to resolve conflicts pertaining to the elementary program.

Communication

- Provides open lines of communication with students, teachers, and support staff.
Communicates with other appropriate district administrators regarding issues and developments affecting the school.
- Ensures opportunities for two-way communication between the school, parents and the school community.

Supervision and Evaluation

- Uses a variety of strategies to assess student performance, individual teacher and staff performance, the achievement of curriculum goals, and the effectiveness of the instructional program.
Makes recommendations to the Superintendent regarding the employment status of staff members on an annual basis.
- Works collaboratively with the elementary principals on evaluation, change, and implementation of the 4K-5 programs.

Staff Development

- Participates in the orientation of new personnel – including the new Teacher Mentor Program.
- Provides opportunities for and encourage staff members to participate in clinics, workshops, state and regional meetings as part of their continuing professional development, and to support the attainment of school goals.
Develops and implements appropriate professional development activities in cooperation with the Assistant Superintendent, Curriculum & Learning.
- Keeps informed of educational innovations and trends.

Curriculum

- Works closely with the Elementary Principals and Assistant Superintendent, Curriculum & Learning in developing an appropriate educational program for elementary school students.
Serves on the district curriculum committees and other related committees.
- Administers a process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.

Implements, monitors, and evaluates curriculum offerings.

- In conjunction with the Curriculum Coordinators, makes recommendations to the Assistant Superintendent, Curriculum, Instruction & Learning on all 4K-5 curricular changes, instructional materials, textbook adoptions, teaching methods, etc.
- In conjunction with the curriculum coordinators, makes recommendations to the Assistant Superintendent, Curriculum, Instruction & Learning on all 4K-5 curricular changes, instructional materials, textbook adoptions, teaching methods, etc.

Promotes the district's educational plan and mission.

Other Responsibilities

Reports to the School Board on building concerns as requested by the Superintendent of Schools.

Attends School Board and Board committee meetings as requested by the Superintendent of Schools.

Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.

Serves on district committees for the benefit and welfare of the organization.

Performs other duties that are self-initiated or may be assigned.

DESIREABLE TRAINING AND EXPERIENCE:

Master's Degree in Educational Administration, Ed.D. or Ph.D. preferred.

Elementary teaching and administrative experience is required.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Director of Human Resources
REPORTS TO: Assistant Superintendent of Business/Personnel Services

UPDATED: 10/30/2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

Provide direction, assistance and guidance, on various types of employee relations issues to managers and supervisors; by independently address and resolve multifaceted issues. Interpret and apply a wide range of state and federal rules and regulations, as well as, school board policies and handbooks.

Recruit professional and support personnel of sufficient caliber to ensure consistently high educational advantages to the students of the district. Direct and coordinate the management of personnel in the district in ways that promote productive employer-employee relations.

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

- Interprets a variety of written materials such as transcripts, references, employment records, education codes, employment regulations, policies, handbooks, laws, for the purpose of ensuring compliance and providing accuracy.
- Coordinates all employee leaves of absence.
- Develops updates and administers the district's personnel policies to ensure fair, consistent and positive treatment of district employees.
- Oversees the administration of benefit programs for all district staff. Meet with service providers such as employee assistance provider, Health Insurance Company, Flexible Benefits Company, Life Insurance Company, Benefit Consultant, etc.
- Issues contracts and letters of assurance for all staff except Administrators.
- Notifies employees that work less than full time of their start dates and end dates - (all clerical and food service staff).
- Recommend handbook changes to Cabinet.
- Track teacher placement on salary schedule.

Conflict Resolution

- Accountable for conducting thorough, fair, and complete investigations: assess workplace complaints, determine the objective of the investigation, form investigation team and process steps, decide interview order and conduct interviews, finalize investigation, and take action.
- Processes all unemployment compensation claims.

Accounting and Reporting

- Supervises the payroll operation of the district.

Budgeting and Financial Planning

Prepares and administers the Director of Human Resource's office budget.

Supervision and Evaluation

- Supervises and evaluates the Secretary to the Director of Human Resources, Payroll Specialists, Human Resources Generalist, Human Resources Associate.

Staff Relations

- Monitors all staff with supervisors and establishes recommendations for continuation or termination of employment.
Establishes and maintains a district Employee Assistance Program.

Staff Development

Conducts in-service training for staff in relation to business/personnel policies, procedures.

- Organizes and directs a program of in-service training aimed at increasing the skills of school district clerical aide staff.

School-Community Relations

Committee work or involvement as requested.

Recruitment and Placement

- Directs the recruitment, screening, selection and hiring of all school district employees.
Recruits, screens and participates in the interviewing of administrative staff as determined by the Superintendent.
- Directs the district's substitute teacher program.

Communication

- Advises and guides managers on workplace complaints, performance issues, progressive discipline, demotion, suspension, dismissal, workplace issues, employee alcohol and other drug issues. Family Medical Leave, leaves, and return to work, Fitness for Duty evaluations, Americans with Disabilities Act compliance, grievance process and procedures, and other employment related issues.
- Advises the Superintendent and Assistant Superintendent, Business/Personnel Services about relevant Human Resources operations, reports, and personnel issues as needed.

Other Responsibilities

Coordinates physical exams: requests bids, develops policy and rules for committee and board, provides in-service for employees with appropriate information, and monitors record keeping of all physical exams.

- Verifies for colleges, financial institutions and other agencies the previous and present employment of individuals, establishes salary information levels for financial institutions for purposes of financing and refinancing of loans.
Performs other duties that are self-initiated or assigned.

QUALIFICATIONS:

Sound general knowledge and experience in school personnel management.

Ability to supervise and evaluate personnel.

Possess organizational and management skills.

Capable of working with and motivating others.

Bachelor degree and training and/or experience in business/personnel practices.

SHRM Certification

TERMS OF EMPLOYMENT:

52 week contract (July 1 to June 30).

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

- REPRESENTS ESSENTIAL FUNCTIONS

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

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.



TITLE: Director of Technology

REPORTS TO: Assistant Superintendent of Curriculum & Learning and Assistant Superintendent Business and Personnel

SUPERVISES: District Technology Staff

JOB GOAL: To provide vision, innovation, leadership, and direction for the implementation and use of technology to advance system efficiency, quality of instruction, and student learning in the District.

PERFORMANCE RESPONSIBILITIES:

Planning

- Develops a multi-year district wide technology plan to include curriculum/instructional initiatives, specific timelines, estimated budgets, personnel, and inservice implications.
- Meets with vendors and service providers to determine appropriate network design and devices.
- Meets regularly with the technology staff.
- Maintains a district wide inventory of hardware and software.
- Consults with and provides information to Superintendent, School Board, and community regarding technology policies, plans, and implementation.

Infrastructure/Hardware/Software

- Understands all aspects of an industry-standard infrastructure and performance standards
- Coordinates equipment selection, purchase, installation, and use.
- Coordinates repair and maintenance services.
- Creates and carries out the repair-replace-discard policy.
- Coordinates technical assistance to the schools within the District.
- Coordinates software selection, purchase, and installation.
- Develops software licensing and management policies.
- Determines security and disaster recovery needs.

Curriculum

- Assists in the development of content area curriculum using technology as a tool for learning.
- Provides leadership toward improving student achievement through technology integration in the district.
- Oversees the hardware, software, and connectivity issues related to online assessments.

Budgeting and Financial Planning

- Develops and administers the technology budget.
- Approves purchase orders for all technology purchases district wide.
- Develops bid specifications when necessary.
- Provides input to the building principals in budgeting for technology.
- Keeps abreast of federal, state, and private funding sources, and initiatives, and authorizes grant writing when appropriate.

Supervision and Evaluation

- Supervises technology staff.
- Supervises all aspects of the educational and administrative uses of technology district wide, including voice, data, and video.
- Establishes and enforces all technology guidelines, policies, and standards.

Staff Relations

- Provides a framework in which staff can work cooperatively and share in decision-making.
- Provides leadership and support to professional and clerical staff.
- Conducts technology staff meetings to keep members informed of policy changes, new programs, etc.
- Works with professional and clerical staff in solving problems as they arise.
- Staff Development
 - Plans and implements technology staff development for all teaching, administrative, and support staff.
 - Orients technology personnel to their role within the department.
 - Encourages staff members to participate in appropriate clinics, workshops, and state and regional meetings.
 - Keeps informed of technology innovations and trends.

School-Community Relations

- Disseminates information on technology initiatives to the community through various media including the newspaper, television, and radio.
- Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicits support for overall school objectives and programs.

Communication

- Provides open lines of communication with students, teachers, and support staff.
- Communicates with other appropriate district administrators regarding issues and developments related to technology.
- Provides status reports to the School Board on a yearly basis.
- Develops guidelines for use of computer hardware and software on and off premises.

Other Responsibilities

- Attends technology conferences, seminars, and vendor presentations to keep up to date on emerging uses for technology.
- Provides for professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
- Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

- A Master's Degree or higher with administrative certification(s)
- Three years of successful teaching experience.
- Experience in educational technology.
- Demonstrated knowledge of IT systems management
- Demonstrated ability to think strategically, manage projects, and lead the District from vision to effective delivery of services

TERMS OF EMPLOYMENT:

- 52-week contract.
- All insurance and other fringe benefits provided by the individual administrator contract.
- Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

JOB DESCRIPTION

TITLE: Elementary School Principal
REPORTS TO: Director

UPDATED: November 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To serve as the instructional leader of the elementary school in order to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices. To administer the elementary school according to the policies of the Board of Education and the administrative directives of the Superintendent of Schools. To take an active leadership role in planning, initiating, refining, and evaluating the instructional and operational programs of the school.

PERFORMANCE RESPONSIBILITIES:

Policy and Contract Administration

- Interprets and administers Board policies and employment agreements.
Assists in the development and implementation of Board policies and procedures.

Planning

- Involves staff, parents, and community in short and long range planning at the building and district level.
- Facilitates and coordinates the planning, implementation, and evaluation of the school's instructional program.

Budgeting and Financial Planning

- Develops and administers the building's budget.
Approves all purchase orders originating from the elementary school in accordance with School Board policy.
Maintains an inventory of all building materials, supplies, and equipment.

Recruitment and Placement

- Participates in the selection of all school employees.
- Makes recommendations to the Director of Human Resources on the hiring and placement of teaching and support staff.

Student Relations

- Provides for an atmosphere of open communication between students, staff, parents, and administrators that fosters constructive suggestions for making the school program stronger.
Participates in the recommendation, evaluation, and assignment of students to the district's special education and other special school programs.
Provides for the health and safety of students assigned to the school.
- Serves as an advocate for students and their educational programs.

Staff Relations

- Provides leadership and support to teaching and support staff.
Creates an atmosphere of fairness and consistency in dealing with work-related issues.
- Conducts staff meetings for collaborative purposes, decision-making, problem solving, and to keep staff informed of policy changes and new programs.
- Participates in team/program meetings, special education staffings and other meetings as necessary.
- Works with professional and support staff in solving problems as they arise.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.

Discipline

- Establishes procedures for the maintenance of a positive learning climate and the promotion of student citizenship, collaboration, and conflict resolution.

Communicates expectations regarding student behavior to the students, staff and parents.

School-Community Relations

- Provides opportunities to develop partnerships between the school, home and the school community. Serves as the liaison between the teaching and support staffs, central office staff, and patrons of the school district.
- Organizes and promotes parent-teacher conferences and other parental involvement activities.

Communication

Communicates with other appropriate district administrators regarding issues and developments affecting the school.

- Develops a staff handbook outlining building policies and procedures.
- Ensures opportunities for two-way communication between the school, parents and the school community.

Supervision and Evaluation

- Uses a variety of strategies to assess student performance, individual teacher and staff performance, the achievement of curriculum goals, and the effectiveness of the instructional program. Maintains employee personnel file within the regulatory structure of the general contract. Makes recommendations to the Superintendent regarding the employment status of staff members on an annual basis.
- Evaluates the performance of professional and support staff in cooperation with other administrators as appropriate.

Staff Development

- Provides leadership in the orientation of new personnel.
- Provides opportunities for and encourages staff members to participate in professional development. Develops and implements appropriate staff development activities to accomplish the district's mission in cooperation with the Assistant Superintendent, Curriculum and Learning.

Curriculum

- Works closely in developing an appropriate educational program for elementary school students.
- Administers a process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973. Promotes the district's educational plan and mission.

Other Responsibilities

Reports to the Board of Education on building concerns as requested by the Superintendent of Schools.

Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.

Serves on district committees for the benefit and welfare of the organization.

Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Finance Manager

UPDATED: 10/23/2017

REPORTS TO: Assistant Superintendent, Business/Personnel Services

TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL: To supervise the district's accounts payable, general ledger, transportation, purchasing, and property and liability insurance programs. To oversee the development of Federal Project budgets and filing of claims

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

- Administers policies of the Board of Education relating to bidding, purchasing and accounts payable.
- Initiates the processing of all property and liability insurance claims, including worker's compensation claims, and their follow-up.
- Maintains an insurance register of all property and liability claim data.
Works with other administrators and principals on proper reporting procedures to be followed for reporting any insurance claims.
Prepares specifications, bids, claims and assists in the reviews of policies to determine if the various insurance coverages in effect are adequate for the district's requirements.

Conflict Resolution

- Coordinates the system of student conduct on school buses and counsels with building principals and the bus contractor when difficulties and offenses occur.
- Assists with resolution of disputes that may arise with the independent bus contractor.
Assists in contract negotiations with the bus contractor.
Assists the Accounts Payable Clerk in resolution of vendor conflicts.

Budgeting and Financial Planning

- Prepares the annual budget for the transportation program.
- Prepares Annual Budget Report.
- Assists with monitoring of debt service.
- Assists with overall development of district budget.
- Oversees all Debit Card transactions district-wide

Purchasing and Supply Management

- Administers the purchasing of all supplies, materials, and equipment included in the annual operating budget.
- Administers the purchasing of all movable equipment for new buildings.
- Prepares suitable specifications and standards for the purchasing process.

Accounting and Reporting

- Assists in the preparation of state and federal reports.
- Maintains the necessary records for reporting data pertinent to the job responsibilities.

Supervision and Evaluation

- Supervises and evaluates the Accounts Payable Clerks and Front Desk Receptionist.

School - Vendor Relations

Maintains positive relations with vendors.

- Maintains vendor delivery and invoicing procedures.

Communication

Advises the Superintendent and Assistant Superintendent, Business/Personnel Services about relevant business operations and reports as needed.

Transportation

- Directs transportation services.

Federal Projects

- Oversees development of Federal Project budgets.
- Maintains necessary Federal Project accounting records and files claims.
- Designates proper accounting codes for receipts.

Other Responsibilities

Performs other duties that are self-initiated or assigned.

QUALIFICATIONS:

Sound general knowledge and experience in the requirements of a functional and efficient school transportation system, centralized purchasing system, school property and liability insurance program, and school district finance.

Ability to supervise and evaluate personnel.

Possess organizational and management skills.

Capable of working with and motivating others.

Bachelor degree and training and/or experience in business/personnel practices.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

- REPRESENTS ESSENTIAL FUNCTIONS

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Information Systems Supervisor
REPORTS TO: Director of Technology

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To assist the Director of Technology in the planning, development and maintenance of district administrative and instructional information systems.

ESSENTIAL FUNCTIONS:

Information Systems

- * Coordinate with Network Administrator and Director of Technology regarding implications of installation of potential software selections on network systems.
- * Be second level of support for users with questions regarding administrative software and systems, providing support by phone, e-mail and on-site when necessary.
- * Serve as Project Manager for software conversions or enhancements of financial or student accounting software.
- * Act as data base administrator of financial and student data systems.
- * Organize and present training/in-service programs for groups and individuals for office automation and administrative applications.
- * Attend regular update training on the applications in use, and bring effective concepts and tools back for use within the district.
- * Coordinate with Network Administrator on support of back up, virus, security, etc. applications.
- * Develop queries for retrieval and formatting of data for system users and outside agencies.
- * Assist the Network Administrator in the implementation and maintenance of local and wide area networks.
- * Coordinate off-line storage of administrative data.
- * Define specifications, obtain pricing and order all custom and standard information system forms.
- * Develop and maintain specialized PC database applications.
- * Perform system-wide updates and rollovers as necessary.
- * Support legacy administrative software applications.

Accounting and Reporting

- * Coordinate the processes necessary for the electronic transfer of funds with financial institutions for payroll and tax purposes.
- * Assist in the data collection and reporting of all state and federal electronically submitted reports.
- * Supervise maintenance of district computer-supported census information and communicate that information to the appropriate state agencies.
- * Coordinate the district's inventory management system.
- * Assist in the preparation of the automated budget system.

Supervision and Evaluation

- * Assist the Director of Technology in supervising the Information Systems Technician.
- * Assist the Director of Technology in evaluation and selection of administrative software.
- * Coordinate the acquisition, maintenance and replacement of technology equipment.

Communication

- * Coordinate the maintenance and modification of the district's telecommunication system.
- * Communicate with vendors for system support.
- * Provide information regarding system status to Director of Technology to allow for effective planning and decision-making.
- * Understand, support and communicate District technology standards, policies, and procedures.

Other Responsibilities

Performs other duties that are self-initiated or assigned.

QUALIFICATIONS:

Associate or college degree in computer science or related field.

Leadership ability and ability to supervise others.

Previous experience preferred

TERM OF EMPLOYMENT:

52 Week Contract (July 1 to June 30)

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

* REPRESENTS ESSENTIAL FUNCTIONS

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Innovations & Director of Secondary Education UPDATED: 3/7/2017
REPORTS TO: Asst. Superintendent, Curriculum & Learning TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

Reports to: Assistant Superintendent, Curriculum & Learning
Supervises: Secondary Principals
 IDEA and K-5 Multi-age Staff

Performance Responsibilities

- Analyzes and synthesizes data sources to effectively lead continuous improvement efforts in collaboration with the Director of Elementary.
- Provides leadership and supervision for Everest On-line Academy and IDEA.
- Systemically plans, develops, and implements continuous improvement of innovative educational programs and services for students across all 4K-12 buildings in collaboration with the Director of Elementary.
- Engages staff in an established decision making structure that honors and values the voices of many.
- Advances a comprehensive curriculum and instruction system focused on enhancing student outcomes and creating the best possible learning environment for children.
- Through a shared responsibility model, builds capacity among staff and administration.
- Be a resource to Athletic Directors regarding athletic issues/code of conduct.
- Examines the district instructional needs critically to identify strengths and opportunities to improve and communicate recommendations to all stakeholders.
- Provides leadership for Everest Systems of Support (E.S.S.) in collaboration with Director of Elementary Education.
- Keeps abreast of current research and practice in curriculum, instruction, and assessment.
- Assists principals to create a plan to meet district level goals.
- Provides leadership for implementation of standards based grading in collaboration with Director of Elementary Education.

Planning

- Plans jointly with the Assistant Superintendent, Curriculum & Learning to initiate and maintain an ongoing community partnership to enhance and expand program course options.

Budgeting and Financial Planning

- Supports the development of budgets relating to curriculum and learning.

Staff and Student Relations

- Creates a strong sense of togetherness through the use of effective human relation skills to accomplish the district's mission.

Supervision and Evaluation

- Works collaboratively with the Director of Elementary Education on evaluation, change, and implementation of the 4K-12 instructional program.

Other Responsibilities

- Reports to the School Board on concerns as requested by the Superintendent.
- Attends School Board meetings.
- Serves on Superintendent Cabinet
- Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.
- Serves on district committees for the benefit and welfare of the organization.
- Performs other duties that are self-initiated or may be assigned.

Qualifications

- Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.
- A master’s degree with coursework in school administration.
- Successful teaching experience.
- Three to five years of successful administrative experience at the secondary level.

Desirable Training and Experience

- Master’s Degree in Educational Administration, Ed.D. or Ph.D. preferred.
- Teaching and administrative experience is required.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Instructional Coach
REPORTS TO: Director of Elementary & Secondary
Education or Director of Curriculum & Learning

UPDATED: October 2017
TERMS OF EMPLOYMENT: School Year

JOB GOAL:

To provide onsite professional development to teach educators how to use evidence-based teaching practices and to support them in learning to apply these practices in a variety of educational settings.

ESSENTIAL FUNCTIONS:

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of evidence based reading strategies.
- Knowledge of learning styles, instructional strategies and varied teaching methods.
- Ability to effectively assess levels of student achievement, analyze test results and prescribe actions for improvement.
- Ability to plan, establish priorities, implement and conduct staff development activities for maximum effectiveness based on differentiated teacher needs.
- Ability to model interventions and differentiated lesson plans to staff, students and parents.
- Ability to effectively collaborate.
- Skills to implement the steps of the problem-solving process and the skills to facilitate this process with school-based teams.
- Knowledge of and ability to support implementation of current and emerging best practices.
- Skills to ensure the implementation of universal screening and progress monitoring data collection in primary content areas of reading/literacy and mathematics at the elementary level.
- Skills to ensure the evaluation of the fidelity of core instruction and skills to provide the technical support to ensure fidelity of supplemental (targeted) and intensive interventions.
- Skills in consultation and group facilitation to ensure effective communication, collaboration and technical assistance support that result in the implementation of problem-solving/response to intervention with integrity and sustainability.
- Skills in effective integration of a variety of instructional tools including digital.

PERFORMANCE RESPONSIBILITIES

Provide district, building, and program level professional development, technical support and on-site coaching to district staff members. Coaches will perform the following functions:

- Meet regularly with district and school based teams to set goals, plan for implementation, allocate resources, create a staff development plan, evaluate implementation integrity, and monitor progress and plan for sustainability of the process.
- Provide Educator Effectiveness coaching support for teachers.
- Provide RTI/PBIS coaching support for teachers.
- Coordinate curriculum with and instruction across disciplines, staff and school settings.
- Facilitate review and analysis of CORE curriculum and interventions, identify areas of need and make recommendations for improvement to district-level RtI Leadership Team.
- Support district and/or school based administrators and coach (es) to facilitate collection and analysis of universal screening, progress monitoring, diagnostic and general outcome data.
- Develop training modules/materials and deliver large-scale workshops when necessary.
- Assist with identification and delivery of Tier 1, Tier 2, and Tier 3 interventions.
- Provide tools and training to ensure interventions are implemented with fidelity.
- Other duties as assigned.

QUALIFICATIONS:

- Masters level education or higher with five or more years' experience in education.
- Certified as a Reading Specialist (#317) preferred.
- Experience and training with RtI and PBIS including school-wide, classroom and individual plans.
- Computer skills to enter and manipulate data as needed.
- Ability to support multiple schools.
- Experience with development and implementation of professional development training preferred.
- Experience with program evaluation strategies and methods preferred.
- Experience in assessing student skills using a variety of formal and informal assessment tools.
- Ability to facilitate groups of educators through the change process to consensus.
- Outstanding oral and written communication skills.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Junior High School Principal
REPORTS TO: Director

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To serve as the instructional leader of the junior high school in order to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices to secure the best possible educational opportunity for the students under his jurisdiction. To administer the junior high school according to the policies of the Board of Education and the administrative directives of the Superintendent of Schools. To take an active leadership role in planning, initiating, refining and evaluating the instructional and operational programs of the school.

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

Interprets and administers Board policies and employment agreements.

Assists in the development of Board policies and procedures.

Planning

Involves staff in short and long range planning at the building and district level.

Approves the master schedule of classes and assignment of teachers.

Coordinates and schedules staff and building utilization.

Develops a master calendar of school-sponsored events.

Participates in the planning, implementation, and evaluation of the school's instructional program.

Provides direction for the school's extra-curricular programs.

Plans for site development and improvement.

Plans, organizes, and directs the implementation of all school activities.

Conflict Resolution

Maintains open communications to resolve conflicts at the lowest level.

Counsels with employees to resolve concerns and sensitive personnel problems.

Investigates, discusses, and processes employee grievances.

Serves on the district negotiating team as assigned by the Superintendent.

Mediates disputes, which arise between the school and the school community.

Budgeting and Financial Planning

Develops and administers the building's budget.

Approves all purchase orders originating from the high school in accordance with School Board policy.

Maintains an inventory of all building materials, supplies, and equipment.

Works with the Supervisor of Building and Grounds in connection with the custodial and maintenance budget and planning for remodeling projects.

Maintains and controls various local funds generated by student activities.

Supervision and Evaluation

Ensures a climate free of discrimination and pupil harassment.

Conducts a program of teacher supervision leading to the improvement of instruction.

Maintains employee personnel file within the regulatory structure of the master contract.

Makes recommendations to the Superintendent regarding the employment status of staff members on an annual basis.

Evaluates the performance of professional and support staff in cooperation with other administrators as appropriate.

Keeps pupil progress and growth uppermost in mind when evaluating the effectiveness of the total school program.

Supervises the use of the school plant.

Supervises all activities and programs that are outgrowths of the school's curriculum.

Supervises the preparation of reports, records, lists and all other paperwork required or appropriate to the school's administration.

Supervises the school's assistant principals and curriculum coordinators.

Staff Relations

Provides a framework in which staff can work cooperatively and share in decision-making.

Provides leadership and support to teaching and support staff.

Creates an atmosphere of fairness and consistency in dealing with work-related issues.

Conducts staff meetings to keep members informed of policy changes, new programs, and the like.

Works with professional and support staff in solving problems as they arise.

Staff Development

Participates in the orientation of new personnel.

Provides opportunities for and encourages staff members to participate in clinics, workshops, state and regional meetings.

Develops and implements appropriate in-service activities in cooperation with the Assistant Superintendent, Curriculum and Learning.

Involves professional staff in curriculum planning and development.

Evaluates and counsels all staff members regarding their individual and group performance.

School Community Relations

Provides opportunities for two-way communication between the school and the school community.

Provides opportunities for parents to discuss and resolve individual student problems.

Disseminates information of interest to the community through various media including the newspaper, television, and radio.

Responds to written and oral requests for information.

Acts as the liaison between the school and the community, interpreting activities and policies of the school and encouraging community participation in school life.

Fosters and promotes community services within the school attendance area.

Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support for overall school objectives and programs.

Student Relations

Establishes and maintains an effective learning climate in the school.

Supervises the guidance program to enhance individual student education and development.

Provides for an atmosphere of open communication between students, faculty, parents and administrators.

Assumes responsibility for the attendance, conduct, health and safety of students.

Participates in the recommendation, evaluation, and assignment of students to the district's special education program.

Serves as an advocate for students and their educational programs.

Attends special events held to recognize student achievement, and attends school sponsored activities or functions and athletic events.

Develops and provides for student handbooks on policies and procedures.

Curriculum

Works closely with the Assistant Superintendent, Curriculum and Learning in developing an appropriate educational program for high school students.

Implements, monitors, and evaluates curriculum offerings.

Administers a process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.

Works with the Assistant Superintendent, Curriculum and Learning in coordinating and evaluating the building's special education programs.

Serves on the district wide curriculum council and related committees.

Works closely with the Assistant Superintendent, Curriculum and Learning and the senior high and elementary school principals in articulating the instructional programs of the junior high and senior high and elementary schools.

Discipline

Maintains high standards of student conduct and enforces appropriate disciplinary measures as necessary, while according students their due process rights.

Communicates expectations regarding student behavior to the students, staff and parents.

Identifies and modifies factors contributing to student behavior problems.

Counsels with students and teachers to resolve individual pupil behavior problems.

Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

Participates in the selection of all school employees.

Makes recommendations to the Assistant Superintendent, Curriculum and Learning on the hiring and placement of teaching and support staff.

Communication

Provides open lines of communication with students, teachers, and support staff.

Communicates with other appropriate district administrators regarding issues and developments affecting the school.

Develops a faculty handbook outlining building policies and procedures.

Provides all school personnel with a set of building emergency procedures.

Maintains effective communication with students.

Provides opportunities for two-way communication between the school, parents and the school community.

Other Responsibilities

Reports to the Board of Education on building concerns.

Attends Board of Education and Board committee meetings as requested by the Superintendent of Schools.

Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.

Coordinates employment information for junior high school summer school program

Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: K-8 Summer School Director
REPORTS TO: Assistant Superintendent, Curriculum & Learning

UPDATED: November 2017
TERMS OF EMPLOYMENT: 10 Weeks

JOB GOAL:

To serve as the instructional leader of the K-8 summer school in order to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices. To administer the K-8 summer school according to the policies of the Board of Education and the administrative directives of the Superintendent of Schools. To take an active leadership role in planning, initiating, refining, and evaluating the summer school program.

PERFORMANCE RESPONSIBILITIES:

Planning

Facilitates and coordinates the planning, implementation, and evaluation of the K-8 summer school's instructional program.

Facilitates and coordinates the after school program in partnership with Community Services.

Plans for and conducts appropriate staff development workshops.

Facilitates and coordinates student transportation.

Designs and implements a student registration and parent notification procedure.

Plans for and coordinates the use of facilities and appropriate furnishings.

Budgeting and Financial Planning

- Develops and administers the K-8 summer school budget.
Establishes an efficient and effective purchasing procedure.
Maintains an inventory of summer school materials, supplies, and equipment.

Recruitment and Placement

Recruits appropriate certified and non-certified personnel.
Makes recommendations to the Assistant Superintendent, Business/Personnel Services on the hiring and placement of teaching and support staff.
Plans and implements a procedure to recruit students for the summer school program

Student Relations

- Provides for an atmosphere of open communication between students, staff, parents, and administrators that fosters constructive suggestions for making the summer program effective.
Provides for the health and safety of students assigned to the school.

Staff Relations

- Provides leadership and support to teaching and support staff.
Creates an atmosphere of fairness and consistency in dealing with work-related issues.
- Works with professional and support staff in solving problems as they arise.

Discipline

- Counsels with teachers to solve individual student behavior problems.
Communicates expectations regarding student behavior to the students, staff and parents.
Identifies and modifies factors contributing to student behavior problems.

School-Community Relations

- Provides opportunities to develop partnerships between the school, home and the school community.

Communication

- Provides open lines of communication with students, teachers, and support staff.
Communicates with other appropriate district administrators regarding issues and developments affecting summer school.

Supervision and Evaluation

- Uses a variety of strategies to assess student performance, individual teacher and staff performance, the achievement of curriculum goals, and the effectiveness of the summer school program.
- Evaluates the effectiveness of the summer school program through the progress and growth of students.

Staff Development

- Promotes and provides opportunities for lifelong learning and continuing professional development for staff members.
- Provides leadership in the orientation of new personnel.
Develops and implements appropriate staff development activities to accomplish the summer school mission.

Curriculum

Develops and implements the summer school curriculum to include enrichment, remedial, and special education opportunities.

Other Responsibilities

- Works closely with the Department of Public Instruction to ensure that the summer school program follows state guidelines.
Facilitates the completion of all summer school records.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

10-week contract.

Salary determined annually.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Literacy Coach

UPDATED: November 2017

REPORTS TO: Director of Elementary Ed or Assistant Superintendent, Curriculum and Learning

TERMS OF EMPLOYMENT: School Year

JOB GOAL:

The K-5 Literacy Coach will focus on providing professional development for teachers by giving them the additional support needed to implement instructional programs and practices that support literacy and research-based reading interventions.

PERFORMANCE RESPONSIBILITIES:

Planning

Assists K-5 classroom teachers, K-12 reading teachers, and reading specialists in the writing and development of K-5 reading curriculum and reading interventions.

Helps create and supervise long-term staff development that supports both the development and implementation of the K-5 literacy program.

Assists appropriate administrative and instructional staff in goal setting relative to literacy.

Curriculum

Works closely with the curriculum coordinators, principals, and reading teachers to implement the reading curriculum and reading interventions at the elementary schools.

Assists in the development of reading assessments and activities that support the elementary reading curriculum.

Assists in collecting and analyzing reading assessment data that will inform instruction, show growth, and assist in district planning.

Instruction

Helps the classroom teachers and specialists implement best practices in reading instruction across the curriculum through peer coaching, modeling, and co-teaching.

Provides leadership for the schools' literacy programs through study groups, co-planning, content presentations, and collegial discussion.

Communication

Uses good listening and observation skills to gather information in the classroom.

Provides sound feedback to teachers.

Is able to develop a trusting relationship with teachers in order to serve effectively in a coaching role.

Other Responsibilities

Serves on curricular committees as assigned.

Acts as a reading resource for all elementary teachers and administrators.

Facilitates communication between the elementary and secondary reading programs and other support services within the district.

Attends local, state, and national meetings as required.

Performs other duties that are self-initiated or assigned.

QUALIFICATIONS:

Certified as an Elementary teacher

Certified as a reading teacher (#316) or reading specialist (#317)

At least three years of teaching experience at the elementary level.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Middle School Principal
REPORTS TO: Director

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 weeks

JOB GOAL:

To serve as the instructional leader of the middle school in order to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices to secure the best possible educational opportunity for the students under his jurisdiction. To administer the middle school according to the policies of the Board of Education and the administrative directives of the Superintendent of Schools. To take an active leadership role in planning, initiating, refining and evaluating the instructional and operational programs of the school.

ESSENTIAL FUNCTIONS:

Policy and Contract Administration

- Interprets and administers Board policies and employment agreements.
Assists in the development of Board policies and procedures.

Planning

- Involves staff in short and long range planning at the building and district level.
Approves the master schedule of classes and assignment of teachers.
Coordinates and schedules staff and building utilization.
Develops a master calendar of school-sponsored events.
- Participates in the planning, implementation, and evaluation of the school's instructional program.
Provides direction for the school's extra-curricular programs.
Plans for site development and improvement.
Plans, organizes, and directs the implementation of all school activities.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Counsels with employees to resolve concerns and sensitive personnel problems.
- Investigates, discusses, and processes employee grievances.
Serves on the district negotiating team as assigned by the Superintendent.
Mediates disputes, which arise between the school and the school community.

Budgeting and Financial Planning

- Develops and administers the building's budget.
Approves all purchase orders originating from the high school in accordance with School Board policy.
Maintains an inventory of all building materials, supplies, and equipment.
Works with the Supervisor of Building and Grounds in connection with the custodial and maintenance budget and planning for remodeling projects.
Maintains and controls various local funds generated by student activities.

Supervision and Evaluation

- Ensures a climate free of discrimination and pupil harassment.
Conducts a program of teacher supervision leading to the improvement of instruction.
Maintains employee personnel file within the regulatory structure of the master contract.
Makes recommendations to the Superintendent regarding the employment status of staff members on an annual basis.
- Evaluates the performance of professional and support staff in cooperation with other administrators as appropriate.
Keeps pupil progress and growth uppermost in mind when evaluating the effectiveness of the total school program.

Supervises the use of the school plant.

Supervises all activities and programs that are outgrowths of the school's curriculum.

Supervises the preparation of reports, records, lists and all other paperwork required or appropriate to the school's administration.

- Supervises the school's assistant principal(s).

Staff Relations

- Provides a framework in which staff can work cooperatively and share in decision-making.
Provides leadership and support to teaching and support staff.
Creates an atmosphere of fairness and consistency in dealing with work-related issues.
Conducts staff meetings to keep members informed of policy changes, new programs, and the like.
- Works with professional and support staff in solving problems as they arise.

Staff Development

- Participates in the orientation of new personnel.
Provides opportunities for and encourages staff members to participate in clinics, workshops, state and regional meetings.
- Develops and implements appropriate in-service activities in cooperation with the Assistant Superintendent-Curriculum and Learning.
Involves professional staff in curriculum planning and development.
- Evaluates and counsels all staff members regarding their individual and group performance.

School Community Relations

- Provides opportunities for two-way communication between the school and the school community.
- Provides opportunities for parents to discuss and resolve individual student problems.
Disseminates information of interest to the community through various media including the newspaper, television, and radio.
Responds to written and oral requests for information.
Acts as the liaison between the school and the community, interpreting activities and policies of the school and encouraging community participation in school life.
Fosters and promotes community services within the school attendance area.
- Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support for overall school objectives and programs.

Student Relations

- Establishes and maintains an effective learning climate in the school.
Supervises the guidance program to enhance individual student education and development.
Provides for an atmosphere of open communication between students, faculty, parents and administrators.
- Assumes responsibility for the attendance, conduct, health and safety of students.
Participates in the recommendation, evaluation, and assignment of students to the district's special education program.
- Serves as an advocate for students and their educational programs.
Attends special events held to recognize student achievement, and attends school sponsored activities or functions and athletic events.
Develops and provides for student handbooks on policies and procedures.

Curriculum

- Works closely with the Assistant Superintendent-Curriculum and Learning in developing an appropriate educational program for high school students.
Implements, monitors, and evaluates curriculum offerings.
- Administers a process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.
Works with the Assistant Superintendent-Curriculum and Learning in coordinating and evaluating the building's special education programs.
Serves on the district wide curriculum council and related committees.

- Works closely with the Assistant Superintendent-Curriculum and Learning and the senior high and elementary school principals in articulating the instructional programs of the middle and senior high and elementary schools.
- Works with the Assistant Superintendent-Curriculum and Learning in coordinating the middle school gifted education program.

Discipline

- Maintains high standards of student conduct and enforces appropriate disciplinary measures as necessary, while according students their due process rights.
Communicates expectations regarding student behavior to the students, staff and parents.
Identifies and modifies factors contributing to student behavior problems.
- Counsels with students and teachers to resolve individual pupil behavior problems.
Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

Participates in the selection of all school employees.

- Makes recommendations to the Assistant Superintendent-Curriculum and Learning on the hiring and placement of teaching and support staff.

Communication

- Provides open lines of communication with students, teachers, and support staff.
Communicates with other appropriate district administrators regarding issues and developments affecting the school.
Develops a faculty handbook outlining building policies and procedures.
Provides all school personnel with a set of building emergency procedures.
Maintains effective communication with students.
- Provides opportunities for two-way communication between the school, parents and the school community.

Other Responsibilities

Reports to the Board of Education on building concerns.

Attends Board of Education and Board committee meetings as requested by the Superintendent of Schools.

Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.

Coordinates employment information for middle school summer school program

Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.

A Master's degree with coursework in school administration.

Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.

All insurance and other fringe benefits provided by the individual administrator contract.

Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____ Date: _____

JOB DESCRIPTION

TITLE: Reading Specialist K-5
REPORTS TO: Director of Elementary Education or
Assistant Superintendent, Curriculum & Learning

UPDATED: November 2017
TERMS OF EMPLOYMENT: School Year

JOB GOAL:

The K-5 Reading Specialist will design reading programs at the elementary level. These programs are to include developmental, as well as remedial programs. The K-5 Reading Specialist will work with building administrators to support and implement the reading program. The specialist will function as the resource to all elementary teachers.

PERFORMANCE RESPONSIBILITIES:

Planning

- To develop a K-12 area curriculum jointly with the 6-12 reading specialists.
 - To design developmental reading programs at the elementary level.
 - To develop reading programs for individuals.
- To provide input into the annual reading assessment and goal setting for the district.
- To make recommendations concerning needed reading in service for elementary teachers.

Budgeting

- Assumes responsibility for developing the K-5 reading budget.

Curriculum

- Works closely with the principal and other reading specialists and teaching staff in the area of curriculum and instruction, and in developing reading programs at the elementary schools.
- Serves as a member of the district Reading Curriculum Committee.
- Conducts an annual evaluation of the K-5 Reading program.
- Assists in reporting the results of the reading program to the Board of Education each year.

Instruction

- Implements the reading program at the elementary level.
- Implements the remedial reading program for individuals at the elementary level.

Other Responsibilities

- Serves on curricular committees that relate to the reading/learning process.
- Acts as a resource in reading for all elementary teachers.
- Coordinates the reading curriculum with other reading programs and other support services within the district.

QUALIFICATIONS:

- Certified as an elementary teacher.
- Certified as a Reading Specialist
- At least three years of teaching experience at the elementary level.
- Experience as a reading diagnostician and in development of reading programs for individuals.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: School Nutrition Program Supervisor
REPORTS TO: Asst. Superintendent Business/Personnel

UPDATED: 2/8/17
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

The School Nutrition Program Supervisor will oversee all aspects of the School Nutrition Program (SNP) to meet the nutritional and educational needs of the children while following federal, state, and local guidelines. The following job functions are expected to be performed with the highest ethical integrity, and with a commitment to promote a high quality SNP in accordance with the goals and visions of the District.

ESSENTIAL FUNCTIONS:

Financial Management, Recordkeeping, and Procurement

- Appropriately manage SNP finances and establish measurable financial objectives and goals
- Ensure all records and supporting documentation are maintained in accordance with local, state, and federal laws and policies
- Seek out additional funding and/or grants for program development and other district needs
- Develop cost effective purchasing guidelines for food, non-food supplies, and equipment in terms of district needs and policies, preferences, and nutrition objectives
- Establish standards for receiving, storing, and inventorying food and supplies

Food Production, Menu Planning, and Nutritional Accountability

- Develop procedures and standards to ensure meals are nutritious and high quality, as well as the planning of cost-effective menus that maintain nutritional integrity and are in compliance with all local, state, and federal guidelines and regulations
- Assess preferences and current research information to determine health and nutrition related trends in developing an innovative program and to increase participation
- Partner with school staff, teachers, parents, and health professionals to plan menus for children with special nutritional needs
- Ensure sanitary, efficient, and effective operational procedures for food production and distribution

Employee Supervision

- Develop standards for job performance and professional development opportunities for staff
- Implement policies and procedures for general employee expectations and processes
- Work with Human Resources staff to develop best practices for hiring staff, and evaluating on-the-job performance
- Provide computer technology training for food service staff, as well as integrating safety training and regulations into all phases of food service operation

General Management

- Develop short and long term program goals through strategic planning that support the District and School Board goals and objectives
- Ensure compliance with all local, state, and federal laws, regulations, and policies, as well as maintaining an effective and efficient program
- Communicate program information and updates to District staff, parents, students, and the community to encourage better understanding and support of the program
- Evaluate systems and make changes when needed that increase the productivity and efficiency of the program
- Evaluate the design and functionality of each food service facility to ensure efficient workflow
- Performs other duties as assigned

QUALIFICATIONS:

- Bachelor's degree, or equivalent educational experience, with academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field.
- Three to five years of experience in a food service environment, preferably one year of which in a school setting with student enrollment of 2,500-9,999.
- At least 8 hours of food safety training is required either within the last 5 years or to be completed within 30 calendar days of employee's start date

DESIREABLE TRAINING AND EXPERIENCE:

- Registered Dietician preferred

CERTIFICATIONS PREFERRED:

- ServSafe Certification
- SNS (School Nutrition Specialist) Certification

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Senior High School Principal
REPORTS TO: Director

UPDATED: October 2017
TERMS OF EMPLOYMENT: 52 Weeks

JOB GOAL:

To serve as the instructional leader of the high school in order to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices. To administer the high school according to the policies of the Board of Education and the administrative directives of the Superintendent of Schools. To take an active leadership role in planning, initiating, refining, and evaluating the instructional and operational programs of the school

ESSENTIAL FUNCTIONS:

- Interprets and administers Board policies and employment agreements.
Assists in the development of Board policies and procedures.

Planning

- Involves staff in short and long range planning at the building and district level.
Approves the master schedule of classes and assignment of teachers.
- Coordinates and schedules staff and building utilization.
Develops a master calendar of school-sponsored events.
- Participates in the planning, implementation, and evaluation of the school's instructional program.
Provides direction for the school's extra-curricular programs.
Plans for site development and improvement.
Plans, organizes, and directs the implementation of all school activities.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Counsels with employees to resolve concerns and sensitive personnel problems.
Investigates, discusses, and processes employee grievances.
Serves on the district negotiating team as assigned by the Superintendent.
Mediates disputes, which arise between the school and the school community.

Budgeting and Financial Planning

- Develops and administers the building's budget.
Approves all purchase orders originating from the high school in accordance with School Board policy.
- Maintains an inventory of all building materials, supplies, and equipment.
Works with the Supervisor of Building and Grounds in connection with the custodial and maintenance budget and planning for remodeling projects.
Maintains and controls various local funds generated by student activities.

Supervision and Evaluation

- Ensures a climate free of discrimination and pupil harassment.
- Conducts a program of teacher supervision leading to the improvement of instruction.
Maintains employee personnel file within the regulatory structure of the master contract.
Makes recommendations to the Superintendent regarding the employment status of staff members on an annual basis.
- Evaluates the performance of professional and support staff in cooperation with other administrators as appropriate.
- Keeps pupil progress and growth uppermost in mind when evaluating the effectiveness of the total school program.

Supervises the use of the school plant.

Supervises all activities and programs that are outgrowths of the school's curriculum.

Supervises the preparation of reports, records, lists and all other paperwork required or appropriate to the school's administration.

- Supervises the school's assistant principals and curriculum coordinators.

Staff Relations

- Provides a framework in which staff can work cooperatively and share in decision-making.
Provides leadership and support to teaching and support staff.
Creates an atmosphere of fairness and consistency in dealing with work-related issues.
Conducts staff meetings to keep members informed of policy changes, new programs, and the like.
- Works with professional and support staff in solving problems as they arise.

Staff Development

Participates in the orientation of new personnel.

Provides opportunities for and encourages staff members to participate in clinics, workshops, state and regional meetings.

- Develops and implements appropriate in-service activities in cooperation with the Assistant Superintendent-Curriculum and Learning.
Involves professional staff in curriculum planning and development.
- Evaluates and counsels all staff members regarding their individual and group performance.

School Community Relations

Provides opportunities for two-way communication between the school and the school community.

- Provides opportunities for parents to discuss and resolve individual student problems.
Disseminates information of interest to the community through current media including the newspaper, television, website, radio and social media.
Responds to written and oral requests for information.
Acts as the liaison between the school and the community, interpreting activities and policies of the school and encouraging community participation in school life.
Fosters and promotes community services within the school attendance area.
Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support for overall school objectives and programs.

Student Relations

Establishes and maintains an effective learning climate in the school.

Supervises the guidance program to enhance individual student education and development.

Provides for an atmosphere of open communication between students, faculty, parents and administrators.

- Assumes responsibility for the attendance, conduct, health and safety of students.
- Participates in the recommendation, evaluation, and assignment of students to the district's special education program.
- Serves as an advocate for students and their educational programs.
Attends special events held to recognize student achievement, and attend school sponsored activities or functions and athletic events.
Develops and provides for student handbooks on policies and procedures.

Curriculum

- Works closely with the Assistant Superintendent-Curriculum and Learning.in developing an appropriate educational program for high school students.
Implements, monitors, and evaluates curriculum offerings.
Works with the Assistant Superintendent-Curriculum and Learning.in coordinating and evaluating the building's special education programs.

- Administers a process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.
Serves on the district wide curriculum council and related committees.
- Works closely with the Assistant Superintendent-Curriculum and Learning and collaborating with administrative and teaching staff in articulating the instructional programs of the junior and senior high schools.

Discipline

- Maintains high standards of student conduct and enforces appropriate disciplinary measures as necessary, while according students their due process rights.
Communicates expectations regarding student behavior to the students, staff and parents.
Identifies and modifies factors contributing to student behavior problems.
- Counsels with students and teachers to resolve individual pupil behavior problems.
Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

- Participates in the selection of all school employees.
- Makes recommendations to the Assistant Superintendent-Curriculum and Learning on the hiring and placement of teaching and support staff.

Communication

- Provides open lines of communication with students, teachers, and support staff.
Communicates with other appropriate district administrators regarding issues and developments affecting the school.
Develops a faculty handbook outlining building policies and procedures.
Provides all school personnel with a set of building emergency procedures.
Maintains effective communication with students.
- Provides opportunities for two-way communication between the school, parents and the school community.

Other Responsibilities

Reports to the Board of Education on building concerns.
Attends Board of Education and Board committee meetings as requested by the Superintendent of Schools.
Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.
Coordinates employment information for senior high school summer school program
Performs other duties that are self-initiated or may be assigned.

QUALIFICATIONS:

Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.
A Master's degree with coursework in school administration.
Three years of successful teaching experience.

TERMS OF EMPLOYMENT:

52-week contract.
All insurance and other fringe benefits provided by the individual administrator contract.
Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Teacher of Environmental Education
REPORTS TO: Science Coordinator

UPDATED: October 2017
TERMS OF EMPLOYMENT: School year

JOB GOAL:

The teacher of environmental education shall direct and coordinate the K-12 environmental education program so as to provide students with the awareness, knowledge, skills, and attitudes necessary for them to become active participants in the resolution of environmental issues and problems.

ESSENTIAL FUNCTIONS:

Qualifications

- Works closely with teachers, principals, and Assistant Superintendent, Curriculum and Learning to develop an appropriate PK-12 environmental education program consistent with the district's goals and philosophy.
Develops and updates self-guided nature trail guides.
Develops and updates the natural history museum and teaching exhibits at the district's environmental center.
- Develops and updates environmental education activities for use in the K-12 program.
Assists teachers in planning for field trips and the resident camp program.

Instruction

- Functions as an environmental education resource person for teachers.
- Provides environmental education in-service opportunities for teachers.
Teaches camp counselor training course at the high school.

Evaluation

- Assesses the functions of the program on a regular basis.

Coordination

Works with Department of Natural Resources foresters in implementing management plans for district-owned forested areas.

- Schedules site and building usage, camp dates, and camp counselors.
- Works with district maintenance staff regarding building and site maintenance.
- Recruits, screens, and selects students for camp counseling course.

Communication

- Regularly communicates with district staff regarding their involvement in the program.
Prepares press releases for mass media regarding functions of the program.
Prepares and distributes displays to local banks featuring various aspects of the program.

Budget/Record Keeping

- Inventories supplies, equipment, and curricular materials.
- Prepares budget for K-12 environmental education program and for maintenance of buildings and sites.
Maintains all records required by law, district policy, and administrative regulation.

Other

Is expected to adhere to the terms of the general teaching contract between the DCETA and the Board of Education.

Attends staff meetings and serves on staff committees as required.

- Provides for professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
Performs other duties as assigned.

QUALIFICATIONS:

Must be appropriately certified by the Wisconsin Department of Public Instruction.

Must possess the ability to work effectively with students, parents, colleagues, and the general public.

Must be willing to participate in-service activities promoted by the district.

Must be able to carry out responsibilities in a satisfactory manner.

TERMS OF EMPLOYMENT:

School year position.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Teacher
REPORTS TO: Building Principal

UPDATED: November 2017
TERMS OF EMPLOYMENT: School Year

JOB GOAL:

The teacher shall help students learn subject matter and/or skills that will contribute to their development consistent with the philosophy and goals of the school district.

RESPONSIBILITIES:

Curriculum

- Works closely with other teachers, principal(s), and Assistant Superintendent, Curriculum and Learning to develop an appropriate long-range instructional program consistent with the district's goals and philosophy.
Serves on committees to choose instructional materials which reflect the district's objectives.
Uses district guidelines to develop an instructional program commensurate with individual teaching assignment.

Planning

- Plans, writes (curriculum, lesson plans, unit plans, performance assessments, etc.) and provides instruction which leads to student learning consistent with the district standards and benchmarks.
- Plans a program of study which is consistent with the curriculum adopted by the school district.
- Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of students.
- Effectively plans for and uses a variety of current instructional tools including digital and technology-based resources.
- Prepares written plans for each day's lessons.
- Plans procedures needed to accomplish objectives for each lesson.
- Plans meaningful assignments, including both guided and independent, to check for understanding of the objective.
- Collaborates in a meaningful, purposeful and ongoing way with colleagues with the intent to collectively design an intentionally developed, engaging student experience.
- Establishes appropriate plans for substitute teachers.
- Plans purposeful tasks for aides, secretaries, and volunteers.
- Plans appropriate evaluation devices to assess student learning, proficiency of district standards, and teaching effectiveness.
- Works with colleagues/peers and appropriate staff on long-range planning.

Instruction

- Makes decisions that reflect what we know about how learning occurs and is able to explain those decisions.
- Understands that instruction should focus on use of knowledge rather than recall and is able to plan and teach accordingly.
- Provides for overt and covert student involvement throughout the lesson.
- Provides instruction that is consistently congruent to the learning objective.
- Chooses objectives that match the skill and knowledge level of all their students, while addressing district standards.
- Checks for understanding and makes decisions on the basis of the feedback received.

Behavior Management & Safety

- Creates a learning environment that is conducive to good learning.
- Communicates expectations regarding student behavior to students and parents.
- Develops reasonable rules of classroom behavior that complement the building philosophy.
Encourages productive behavior with positive reinforcement.
Identifies and modifies factors contributing to student behavior problems.
Seeks assistance from other professional staff when situations warrant.

Keeps the principal informed regarding behavioral situations that may warrant his/her attention.

Communication

Communicates with other members of the staff and/or team.

- Uses a variety of communication devices, including two-way communication with students and parents.
- Is aware of and able to effectively implement classroom-level safety procedures and crisis response plans.

Evaluation

- Assesses the proficiency level of students, provides performance assessments to student, and parent on a regular basis.
- Monitors student progress and interprets the results of evaluation, seeking the assistance of district specialists as needed.

Budgeting

- Determines classroom needs.
- Conducts inventory of supplies and equipment.
- Surveys curriculum materials for determining necessary purchase of supplies and equipment.
- Assists in the preparation of the budget and completes the appropriate forms, if and when appropriate.
- Receives budgeted items.

Other

- Completes Individualized Educational Program (IEP) Team process.
- Provides educational services as identified on the IEP.
- Accommodates students as determined by Section 504 of the Rehabilitation Act and the Americans with Disabilities Act.
- Communicates with parents and teacher on behalf of all students.
- Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulation.
Is expected to adhere to the Board Policies and Handbook.
Attends staff meetings and serves on staff committees as required.
- Provides for professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
Completes student assessments (scholarships, applications, appraisals.)
Performs other duties as assigned.

Qualifications

Must be appropriately certified by the Wisconsin Department of Public Instruction.

Must possess the ability to work effectively with students, parents, colleagues, and the general public.

Must productively participate in in service activities promoted by the district.

Must be able to carry out responsibilities in a satisfactory manner.

Terms of employment

School year position

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____

JOB DESCRIPTION

TITLE: Title I Math Support Teacher
REPORTS TO: Building Principals

UPDATED: November 2017
TERMS OF EMPLOYMENT: School Year

JOB GOAL:

To provide math instruction to individuals and small groups of K-5 students in Title I schools who need assistance in reaching Proficient status on district and state assessments

PERFORMANCE RESPONSIBILITIES:

- Support classroom mathematics instruction.
- Perform informal and formal assessments in math.
- Help to prepare students for district and state assessments.
- Follow a daily structured academic schedule.
- Maintain a clean and organized Title 1 classroom space that is conducive to learning.
- Maintain records for student grading, and submit all requested reports on time.
- Provide students with timely and supportive feedback on their performance.
- Attend and participate in all required meetings, supervisions, and trainings.
- Demonstrate professionalism at meetings with peers and/or parents by contributing relevant ideas and experiences.
- Communicate with classroom teachers and parents regarding students' behaviors and class performance.
- Perform all responsibilities required of a Teacher in the D. C. Everest Area School District as outlined in Policy 10950.
- Perform other duties as assigned.

QUALIFICATIONS:

Must be appropriately certified by the Wisconsin Department of Public Instruction.

Must possess the ability to work effectively with students, parents, colleagues, and the general public.

Must be willing to participate in in service activities promoted by the district.

Must be able to carry out responsibilities in a satisfactory manner.

TERMS OF EMPLOYMENT

School year position.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy **3122** throughout his/her employment in the District.

Employee Signature: _____

Date: _____



**D.C. EVEREST
SENIOR HIGH SCHOOL**

6500 Alderson Street
Weston, WI 54476

To: Kristine Gilmore
From: Thomas W. Johansen *TWJ*
Date: November 15, 2017
Subject: Varsity Baseball Team Trip

The D.C. Everest High School varsity baseball team is planning a trip to Myrtle Beach, SC over spring break 2018 for the Cal Ripken Experience. Approximately 18-20 potential players would attend. Student cost for the trip is \$650 that will cover lodging and meals and transportation will be covered by the Booster Club. The players will be chaperoned by 2-3 coaches. The trip will be discussed with potential team parents of those who can attend. There are no district expenses. Students and coaches will raise money through fundraisers to pay the expenses for this trip.

I am asking that you bring this request to the attention of the School Board for approval of the trip. Thank you for your time and assistance with this request.



**D.C. EVEREST
SENIOR HIGH SCHOOL**

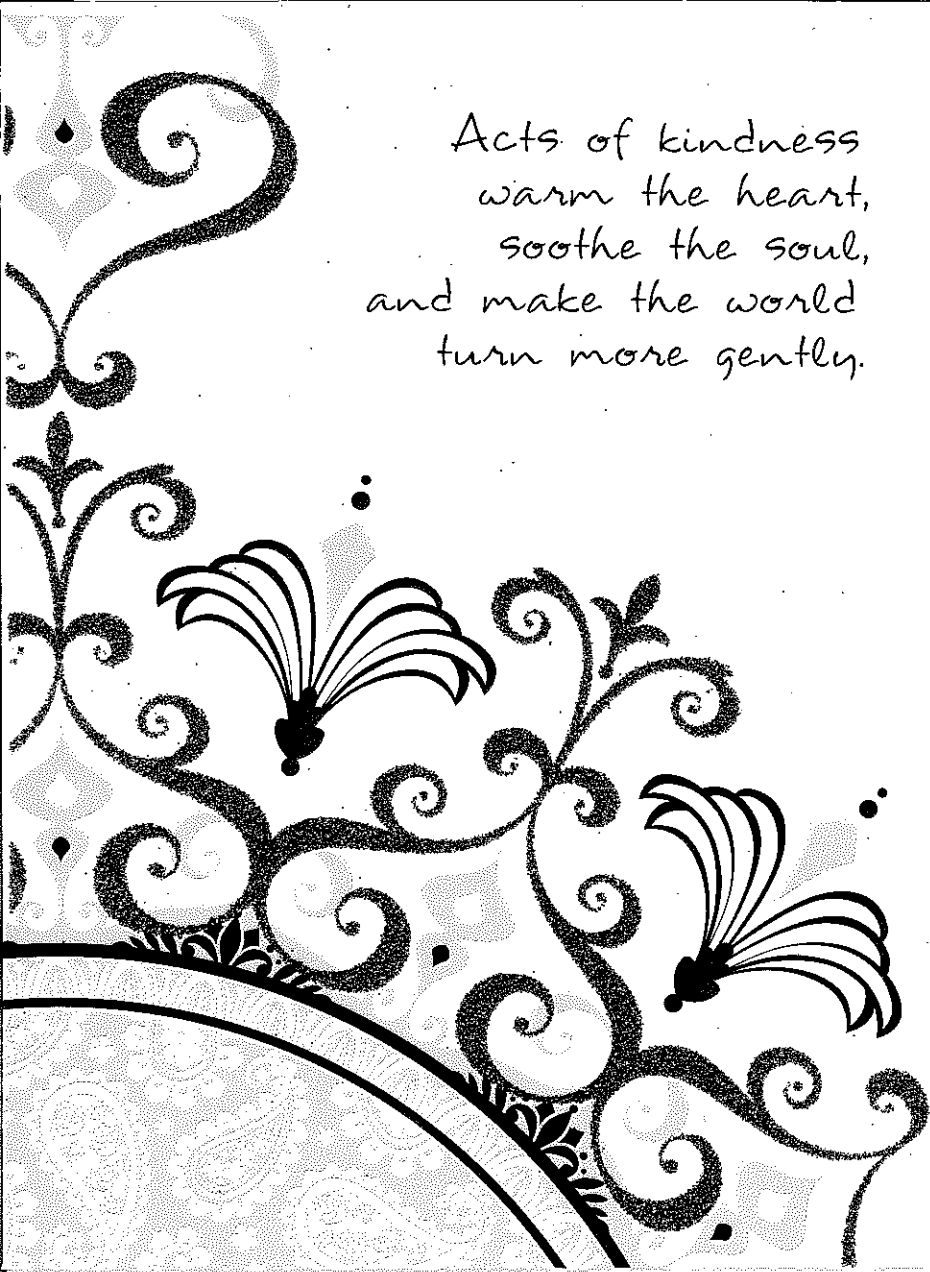
6500 Alderson Street
Weston, WI 54476

To: Kristine Gilmore
From: Thomas W. Johansen *TWJ*
Date: November 28, 2017
Subject: Songspiners Class Trip

The D.C. Everest High School Songspiners class is planning a trip to Minneapolis/St. Paul, Minnesota on March 15-16, 2018. Approximately 33 students would attend along with the teacher and three parent volunteers. Students will fundraise for their cost of the trip with no cost to the district. The group will perform three times throughout the Twin Cities and will attend the Broadway musical "Newsies" with a talk-back after the show. They will also tour to the Science Museum of Minnesota and the historic JJ Hill House.

I am asking that you bring this request to the attention of the School Board for approval of the trip. Thank you for your time and assistance with this request.

Acts of kindness
warm the heart,
soothe the soul,
and make the world
turn more gently.



Thanks for your support, all

Support, all

Thank you for your support!

Thank you for the support!

Thank you for much appreciation!

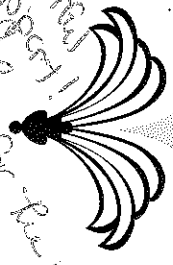
Thank you for all your support!

Thank you for making us feel appreciated!

Thank you for making us feel appreciated!

Thank you for making us feel appreciated!

Thank you for making us feel appreciated!



Thank you for your support and love!

Thank you for your support!

Thank you for your support!

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Dear DCE School Board
Members.

We thank you so very
much for lovely plant
you sent for the death
of our father. Your
kindness is greatly
appreciated. Thank you
again for thinking of us
during this very sad time.

Thank You

for your words
of sympathy,

Your voice of *Concern*,
your gesture of Caring,

and the *Love*
you offer.

The family of Donald Erdman
Tim, Kathy + Hunter Rochester