

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Monday, April 8, 2013

6:30 p.m.

TRIS LMC

(Enter off of Fair Street, Door 41)

Note, public notice of this meeting given by posting at the District Office, Levi Leonard Elementary School Office, Theodore Robinson Intermediate School Office, J.C. McKenna Middle School Office, High School Office, Evansville School District Web Site: Evansville.k12.wi.us, and by forwarding the agenda to the Evansville Review, Union Bank & Trust and Eager Free Public Library.

- | | <u>Time</u> |
|--|-------------|
| I. Roll Call: Dennis Hatfield Kathi Swanson Eric Busse
Tina Rossmiller Nancy Hurley John Rasmussen
HS Rep. Hunter Johnson HS Rep. Marissa Haegele | 1 min. |
| II. Approve Agenda. | 1 min. |
| III. Public Announcements/Recognition/Upcoming Events: <ul style="list-style-type: none">• Open Enrollment Application Period – February 4 – April 30• Energy Fair – April 19• Week of the Young Child Parade, April 23 and Family Night, April 26• Employee Recognition – May 8• Back To School Days – August 14 & 15 from 1:00 – 7:00 pm• 2013 Accounting Careers Awareness Grant of \$1,600 to Dana Hurda• Recognize Board Members: Hurley and Skinner | 2 min. |
| IV. Public Presentations. Regarding Items Not on the Agenda. Items Related to the Agenda Presented at This Time if the Citizen Needs to Leave. | 60 min. |
| V. Information & Discussion: <ul style="list-style-type: none">A. 2013-2014 Proposed Staff Changes.B. Renaissance Learning – STAR Universal Screener and Progress Monitoring Tool.C. School Board Unofficial Election Results.D. Timeline for Filling Board Vacancy.E. First Reading of Policy #152 - Employee Handbook.F. Employee Handbook Written Draft, Part II, Sec. 7-8 (Certified Staff-Insurance and Leave and Retirement Benefits) and Part III, Sec. 7-11 (Support Staff-Paid Vacation, Holidays, Leave Benefits, Insurance Benefits, and Retirement Benefits). | 60 min. |

- VI. Business (Action Items): 45 min.
- A. Approval of Timeline for Filling Board Vacancy.
 - B. Approval to Give Insurance Committee Direction.
 - C. Approval of Employee Handbook, Part I (All Employees), Section 5, Pay Periods, 5.01, Payroll Cycle, A-School Year Employees, 1-Teachers.
 - D. Approval of 2013-2014 Payroll Cycle for Teaching Staff.
 - E. Approval of Staff Changes: Teacher Resignation; Teacher/Custodian Retirement; High School Girls Assistant Softball Coach; Levi/TRIS LMC Clerk Positions; and Staff Layoffs.
 - F. Approval of Policy #860-Visitors to the Schools.
- VII. Consent (Action Items): 2 min.
- A. Approval of March 11, 2013, Regular Meeting Minutes.
 - B. Approval of February Bills and Reconciliation.
- VIII. Set April 22, 2013, Reorganization Meeting and April 29, 2013, Regular Meeting Agenda. 5 min.
- IX. Adjourn. 1 min.

Mission Statement:

The Evansville Community School District, in active partnership with families and the community, will provide a positive learning environment that challenges all students to achieve personal excellence and become contributing citizens of the world community.

Vision Statement:

Creating a culture of excellence in:

- *Academic achievement*
- *Character development*
- *Pursuit of arts, athletics, and other activities*
- *Community engagement*
- *Highly effective staff*

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.

Persons needing special accommodations or more specific information about the agenda items should call 882-5224, Ext. 3387, at least 24 hours prior to the meeting.

Posted: 4/2/13
Re-Posted: 4/3/13

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs

Monday, April 8, 2013

6:30 p.m.

TRIS LMC

(Enter off of Fair Street, Door 41)

NO LISTENING SESSION FROM 6:00 – 6:30 PM

	<u>Time</u>
I. Roll Call: Dennis Hatfield Kathi Swanson Eric Busse Tina Rossmiller Nancy Hurley John Rasmussen HS Rep. Hunter Johnson HS Rep. Marissa Haegele	1 min.
II. Approve Agenda.	1 min.
Suggested Motion: I move we approve the agenda as presented.	
III. Public Announcements/Recognition/Upcoming Events:	2 min.
<ul style="list-style-type: none">• Open Enrollment Application Period – February 4 – April 30• Energy Fair – April 19• Week of the Young Child Parade, April 23 and Family Night, April 26• Employee Recognition – May 8• Back To School Days – August 14 & 15 from 1:00 – 7:00 pm• 2013 Accounting Careers Awareness Grant of \$1,600 to Dana Hurda• Recognize Board Members: Hurley and Skinner	
IV. Public Presentations. Regarding Items Not on the Agenda. Items Related to the Agenda Presented at This Time if the Citizen Needs to Leave.	60 min.
V. Information & Discussion:	60 min.
A. <u>2013-2014 Proposed Staff Changes</u> – <i>Further discussion and updates on proposed staff changes to be presented by the Administrative Team.</i>	
B. <u>Renaissance Learning – STAR Universal Screener and Progress Monitoring Tool</u> – <i>Director of Instruction, Ms. Landers, Director of Student Services, Ms. Ashby, and School Psychologist, Mr. Feeney, have enclosed information and will present. In order to support student learning through continuous school improvement practices (Rtl) that are informed by student achievement data, the ECSD must implement a universal screening and progress monitoring system that provides coherent K-12 communication and data access for educators and families. Beginning December 1, 2013, this type of progress monitoring data will be required during the special education referral process for students who may have a specific learning disability.</i>	

- C. School Board Unofficial Election Results – *Enclosed are the unofficial school board election results. After the Canvassing of the School Board elections on Tuesday, April 9, 8:00 am, the official results will be shared.*
- D. Timeline for Filling Board Vacancy – *Ms. Swanson has enclosed a proposed timeline and will lead the discussion.*
- E. First Reading of Policy #152-Employee Handbook- *Enclosed is a first reading of this new policy for your consideration.*
- F. Employee Handbook Written Draft, Part II, Sec. 7-8 (Certified Staff-Insurance and Leave and Retirement Benefits) and Part III, Sec. 7-11 (Support Staff- Paid Vacation, Holidays, Leave Benefits, Insurance Benefits, and Retirement Benefits) – *Enclosed is additional information as requested.*

VI. Business (Action Items):

45 min.

- A. Approval of Timeline for Filling Board Vacancy – *Ms. Swanson has enclosed information.*

Suggested Motion: I move that we approve the timeline for filling the Board vacancy as presented.

- B. Approval to Give Insurance Committee Direction – *As shared at the March 25 Board meeting, the Insurance Committee is looking for direction to continue their work. My recommendation is that the Board allocate an amount of money for health insurance not to exceed the current expenditure.*

Suggested Motion: I move that we allocate a 0% increase for health insurance expenses for the 2013-2014 school year for the Insurance Committee to create an insurance proposal for all staff.

- C. Approval of Employee Handbook, Part I (All Employees), Section 5, Pay Periods, 5.01, Payroll Cycle, A-School Year Employees, 1-Teachers – *The enclosed section is coming forward with suggested revisions.*

Suggested Motion: I move to approve the Employee Handbook, Part I, Section 5, Pay Periods, 5.01, Payroll Cycle, A-School Year Employees, 1 – Teachers as proposed.

- D. Approval of 2013-2014 Payroll Cycle for Teaching Staff – *Enclosed is a memo.*

Suggested Motion: I move to approve a one-time exception to the payroll schedule as written in the Employee Handbook for teachers for the 2013-

2014 school year. The first payday for teachers will be August 23, 2013, and the last payday for teachers will be June 10, 2014.

E. Approval of Staff Changes: Teacher Resignation; Teacher/Custodian Retirement; High School Girls Assistant Softball Coach; Levi/TRIS LMC Clerk Positions; and Staff Layoffs – *Please approve the following staff changes:*

1. Teacher resignation of Dan Doverspike, High School English Teacher, effective June 30, 2013.
2. Teacher retirement of Linda Rehfeldt, Middle School Guidance Counselor, effective June 30, 2013.
3. Custodian retirement of Ken Johnson, effective June 28, 2013.
4. High School Girls Assistant Softball Coach, Kris Schmidt, for a stipend of \$1,968.
5. Levi LMC Clerk, Jenean Hamilton, who currently is an educational assistant and will transfer into this position, working 5 hours/day.
6. TRIS LMC Clerk, Dawn Yeager, working 5 hours/day, for a salary of \$11.60/hour.
7. Staff Layoffs -

Suggested Motion: I move to regretfully accept the teacher resignation of Dan Doverspike, High School English Teacher, teacher retirement of Linda Rehfeldt, Middle School Guidance Counselor, both effective June 30, 2013, and custodian retirement of Ken Johnson, effective June 28, 2013, and thank them for their services to the District.

Suggested Motion: I move to approve the High School Girls Assistant Softball Coach contract of Kris Schmidt, for a stipend of \$1,968.

Suggested Motion: I move we approve the hiring of Jenean Hamilton as the Levi LMC Clerk, for five hours per day at her current rate of pay, and Dawn Yeager as the TRIS LMC Clerk, for five hours per day for a salary of \$11.60/hour, pending approval of hiring process.

Suggested Motion: I move we approve the staff layoffs .

F. Approval of Policy #860 Visitors to the Schools – *The enclosed policy is coming to you as a first reading and I am asking that you forego the three readings so that we may communicate to families the change in hours for visitors to register at schools, due to safety reasons.*

Suggested Motion: I move we approve policy #860-Visitors to the Schools as presented.

- VII. Consent (Action Items):** 2 min.
A. Approval of March 11, 2013, Regular Meeting Minutes.
B. Approval of February Bills and Reconciliation.

Suggested Motion: I move that we approve the consent agenda items of the March 11, 2013, regular meeting minutes and the February bills and reconciliation as presented.

ROLL CALL VOTE -

- VIII. Set April 22, 2013, Reorganization Meeting and April 29, 2013, Regular Meeting Agenda's.** 5 min.
These two agenda's are enclosed for discussion.

- IX. Adjourn.** 1 min.

Suggested Motion: I move we adjourn the meeting.



Educational FOUNDATION

235 N. Executive Drive • Suite 200 • Brookfield, WI 53005
P: 262-785-0445 • F: 262-785-0838 • 800-772-6939 • www.wicpa.org

March 2013

Jerry Roth
Evansville School District
340 Fair St
Evansville, WI 53536

Dear Jerry,

I am writing to let you know that **Dana Hurda**, an accounting teacher at **Evansville High School**, has been awarded a WICPA Educational Foundation Accounting Careers Awareness Grant for 2013. The WICPA is pleased to help this teacher further accounting education in your school district.

This is the eighth year of the Educational Foundation's grant program. The Board of Directors is very enthusiastic about the program, and continues to be impressed with accounting teachers who are involved with promoting accounting as a career.

The Wisconsin Institute of CPAs has spent several years working to make young people more aware of accounting as a career. In doing so, we have come to understand that high school educators play a leading role in this effort. The Educational Foundation instituted grants in order to assist high school educators who have direct connections with young people who are likely to choose accounting as a career. The grants encourage recipients to partner with CPAs, parents, schools, universities or community organizations. Grants provide seed money for local needs and encourage lasting innovations that can be shared with other teachers. Recipients document their projects and report back to the Educational Foundation and WICPA.

We thank your district for supporting its teachers and for taking an interest in programs that involve adult role models in your community. We ask that you pass information about this teacher and project along to the people in your district who will ensure that it appears in publications and announcements. We have enclosed a copy of a press release that has been sent to newspapers indicated to us and we ask that you use it to promote Dana Hurda's achievement.

We are greatly encouraged by Wisconsin teachers' interest in advancing high school accounting curriculum, networking with CPAs and professors, learning about accounting careers and higher education, and encouraging young people to study accounting and become CPAs. Thank you for helping to make this happen.

Sincerely,

William L. Komisar
President
WICPA Educational Foundation

Educational
FOUNDATION



Educational FOUNDATION

STUDENTS TODAY. CPAs TOMORROW.

FOR IMMEDIATE RELEASE

March 2013

CONTACT:

Mary Murray

Membership Marketing Manager

(262) 785-0445, ext. 3005

mary@wicpa.org

Evansville teacher awarded grant to promote accounting career

BROOKFIELD, Wis. – Dana Hurda, accounting teacher at Evansville High School in Evansville, has been awarded a 2013 Accounting Careers Awareness Grant in the amount of \$1,600 from the Wisconsin Institute of Certified Public Accountants Educational Foundation, Inc.

Accounting teachers who participated in the fall 2012 WICPA High School Educators Symposium were offered the opportunity to write proposals about why they should receive funding. Hurda was one of 26 teachers to receive a grant.

Hurda plans on using the grant money for a field trip to the Federal Reserve Bank, Board of Trade and the Mercantile Exchange and to participate in UW-Whitewater's Explore Accounting Day.

"The Foundation's Accounting Career Awareness Grant Program is a great opportunity for teachers and students to connect with one or more CPAs and explore accounting careers in interactive and exciting ways," said William L. Komisar, chair of the WICPA Educational Foundation.

The WICPA encourages lasting innovations that can be shared with other teachers. In addition, it supports career awareness and also provides accounting scholarships and grants to individuals and organizations that aim to further their education in accounting.

The WICPA is the premier professional organization for Wisconsin CPAs, with nearly 8,000 members working in public accounting, industry, government and education.

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RATIONALE FOR 2013-14 BUDGET ADDITIONS

- Textbooks, Software, Resources - \$50,000
This annual budget addition will result in the District having a \$70,000 budget for curriculum related resources. The current budget for this purpose is \$20,000 and is insufficient to support the District curriculum needs in the face of alignment to The Common Core State Standards. This budget amount will allow the District to begin to replace outdated instructional resources and to anticipate upcoming demands for alignment to the Next Generation Science Standards. The lack of funding in previous budget for this purpose has resulted in fragmented implementation of resources.
- Educator Effectiveness - \$20,000
Educator Effectiveness is mandated by the DPI for implementation in 2014-2015. In preparation for the mandate, the District needs to move forward with a pilot program that will assist the District in transitioning to full implementation. The annual funds will be used to build staff capacity to improve professional practices as required by Educator Effectiveness.
- Continuous School Improvement - \$40,000
This annual budget expenditure will support the work of developing a continuous school improvement infrastructure in the District. Specifically, it will allow for the development of a consistent data analysis process across all schools, the implementation of a universal screener and progress monitoring system, and provide the resources to support Building level and District level Leadership Teams.
- District Bilingual Document Conversion - \$2,000
The District is not in compliance with converting Student/Parent documents to multiple languages. This budget request represents funds that will be used to start the process of translating documents. This expense will need to be budgeted for each year.
- Technology/Phone Infrastructure Debt Payment - \$114,500
The District has an opportunity to move forward with the recommendations outlined in the PDS Technology audit recently completed. The plan would be to seek Board approval to borrow the funds necessary to complete the recommended upgrades over the next fiscal year. This opportunity is made available to the District through a State Trust Fund Loan program offered to Schools and municipalities. The plan would be to borrow approximately \$1,000,000 at 2.75% fixed interest rate over a 10 year payback period. The budgeted line item represents the first year debt payment. More information will be presented to the Board at a future date.

BUDGET ADDITIONS TO BE CONSIDERED FOR 2014-2015

- Alternative Education Program
- 4-year old Kindergarten Program
- School Safety Initiatives

MEMORANDUM

To: Evansville Community School District (ECSD) Board of Education
From: Paula Landers, Director of Instruction
Vance Ashby, Director of Student Services
Steve Feeney, School Psychologist
Re: Renaissance Learning STAR Enterprise System
Date: April 2, 2013

Needs Statement:

In order to support student learning through continuous school improvement practices (Rtl) that are informed by student achievement data, the ECSD must implement a universal screening and progress monitoring system that provides coherent K-12 communication and data access for educators and families. Beginning December 1, 2013, this type of progress monitoring data will be required during the special education referral process for students who may have a specific learning disability.

Current State:

Currently, all students in grades 2-8 are screened for basic skill proficiency in reading, language usage, and mathematics using the Measures of Academic Progress (MAP) assessment. This assessment is administered 2-3 times annually and requires three hours per administration. MAP data is used to identify students who are in the 95th percentile (advanced level learners) or the 20-25th percentile (remedial level learners) for intervention services. Once students are identified for additional services, their progress toward grade level benchmarks must be documented. The specific skill data provided by MAP is time-consuming to access and break down into skill subsets, and it does not provide progress monitoring data. Current progress monitoring practices vary from school-to-school and teacher-to-teacher, making communication and comparisons regarding student performance across buildings unclear.

Process and Timeline:

In 2011-2012 the District Rtl Team (comprised of reading specialists, at-risk teachers, school counselors, school psychologists, and administrators) determined that the ECSD needed a K-12 universal screening and progress monitoring tool in order to more effectively screen all students, easily and efficiently access student data, and consistently monitor student progress. Over the course of the 2011-2012 and 2012-2013 school years, the team studied several tools including STAR, AIMSweb, Easy CBM, Classworks Universal Screener, and Scholastic Reading and Math Inventories. STAR and AIMSweb were the top two choices. In March 2013 team consensus was that STAR provided the best fit for our District's needs.

If the purchase is approved, school intervention teams would like to begin using the STAR system for end of the year progress monitoring and screening. The data gathered from this process will serve as the foundation for student service decisions over the summer and as the 2013-2014 school year starts in August. Having the universal screener and progress monitoring tool in place for school start next year will ensure that there is enough longitudinal data gathered to comply with the new special education referral process laws beginning December 1, 2013.

Recommendation:

The Renaissance Learning STAR Enterprise system provides

- a K-12 computer adaptive universal screener and progress monitoring tool

- for efficient administration of the universal screener in math and reading (40-60 minute administration) and progress monitoring probes (8-15 minutes) reducing the amount of time required to administer an assessment and freeing it for instruction
- explicit alignment with the Common Core State Standards which helps focus intervention and connect data across multiple assessments, including classroom assessments
- automatic scoring and data management which means data are accessible immediately for individual students
- easily interpreted reports and charts for educators and parents

While STAR resolves many of the District's universal screening and progress monitoring needs, none of the tools reviewed by the team offer everything. STAR will be used in conjunction with other supplemental assessments to collect additional student proficiency data. Additionally, by shifting the universal screener from MAP to STAR, the District will have to re-establish a baseline of data because the two assessments are not comparable.

Budget:

The STAR system can be purchased as a three-year subscription or incrementally over the course of three years. Renaissance has quoted a subscription rate based upon K-10 student enrollment (1550 students) and initial implementation costs. Subscription costs will vary with student enrollment.

Three-year Subscription (lump sum)		\$65,557
Three-year Subscription (incremental)	Year 1	\$38,890
	Year 2	\$18,853
	Year 3	<u>\$15,657</u>
	Total	\$73,400
Successive Years Subscription (after 3 years)		\$15,080

While the overall cost is higher, purchase through the three-year incremental subscription fits best with Fund 10 budget allocations for instructional resources and assessment.

UN-OFFICIAL RESULTS AS OF April 3, 2013
Tabular Statement of Votes Cast
EVANSVILLE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD ELECTION TOTALS
April 2, 2013

Two Open Seats -- Vote for Two	BROOKLYN	CENTER	EVANSVILLE	JANESVILLE	MAGNOLIA	PORTER	RUTLAND	UNION	Total Votes
Sandra Spanton Nelson	15	88	443	17	74	44	0	180	861
Kris Schmidt	6	51	124	19	34	22	0	64	320
Melissa M. Hammann	11	57	274	15	56	43	1	110	567
Eric Busse	6	78	334	21	47	44	1	153	684
Write In		2	4					3	9

Certification

Certification will take place when canvassing of the election returns take place on Tuesday, April 9, 8:00 am.

We certify that the above list contains the results of persons voting at the election held on **April 2, 2013**, and that it contains all the information about the electors required by law. We further certify that this list is true, correct, and complete.

**Proposed Timeline
for Filling Evansville Community School District
Board of Education
Vacancy**

- | | |
|------------------------|--|
| Week of April 15, 2013 | Place Ad announcing vacancy in the Review and on the District website
Develop questions for applicants |
| Friday, May 3, 2013 | Deadline for Prospective Applicants to Apply
(Must turn in Candidate Information Form by 4:00 p.m.) |
| Friday, May 10, 2013 | Deadline to submit written responses to required questions (must be turned into Mrs. Kelly Mosher at the District Office by 4:00 p.m.) |
| Monday, May 13, 2013 | School Board will Review Applications and Written Responses |
| Monday, May 20, 2013 | School Board will Interview Applicants at a Special Board Meeting (time yet to be determined) |
| Monday, _____, 2013 | Announce New Board Member at School Board Meeting |

Mrs. Kelly Mosher will facilitate the process on behalf of the Board. Applications should be submitted to Mrs. Mosher at the District Office. All applicants will receive the following:

- Required Questions to provide a written response
- Prospective New Board Member Packet (same packet that is given to those running for election)
- An outline of the process for re-election

Any questions, please call Mrs. Kelly Mosher at 882-3387.

**Announcing
Vacancy for the
Evansville Community School District
Board of Education**

The Evansville Community School District Board of Education is seeking committed individuals willing to help guide the school district. This is an interim position until Spring 2014.

For details, please contact Mrs. Kelly Mosher at 882-3387 or
mosherk@evansville.k12.wi.us

Board of Education Applicant Questions

April, 2013

1. You are offering to take on the rewarding and at times difficult task of serving on the Evansville Community School District Board of Education. Please introduce yourself and tell us why you are seeking a seat on the School Board.
2. Three areas of major focus for the School Board are policy, finance, and communications. What experience do you have in these areas?
3. What would you do personally to help ensure good working relationships between yourself and other members of the School Board? The District Administrator? Other staff members?

EMPLOYEE HANDBOOK

The Evansville Community School District Employee Handbook is set by statutes and District policies. In case of a direct conflict between the Employee Handbook, policies of the Board, and any specific provisions of an individual contract, the individual contract shall control.

Proposals regarding the Employee Handbook may originate from an employee or employee organization or a member of the Board. In all cases, proposed new or revised Employee Handbook sections shall state their potential contribution in furthering the mission of the District.

Board members shall be informed of and given the opportunity to participate fully in the discussion of each proposed new or amended section of the Employee Handbook. An Employee Handbook section shall be adopted or amended after the Board has had three opportunities to read and discuss the proposals at successive Board meetings. Where implementation of a new or revised Employee Handbook section needs to occur prior to the next board meeting, the Board may approve the section of the Employee Handbook at the meeting where the first or second readings occur.

The Employee Handbook is intended to provide employees with information regarding policies, procedures, ethics, expectations and standards of the District; however, the Employee Handbook should not be considered all inclusive. Copies of Board Policies and the Employee Handbook are available in each administrative office to all personnel and are on the District website at www.ecsdnet.org/. It is important that each employee is aware of the policies and procedures related to his/her position. The rights and obligations of all employees are governed by all applicable laws and regulations, including, but not limited by enumeration to the following: Federal laws and regulations, the laws of the State of Wisconsin, Wisconsin State Administrative Code and the policies of the Evansville Community School District Board of Education.

The Employee Handbook shall be reviewed on a regular basis and updated as necessary.

Availability of The Employee Handbook

The Employee Handbook is available on-line at the District website.

Legal Ref.: Section 120.12(2) Wisconsin Statutes (School Board Duties)

Local Ref.: Policy #151- Board Policy Development

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Handbook Data for Discussion
Date: April 2, 2013

Attached you will find Handbook data for written draft, Part II, Sec. 7-8 (Certified Staff-Insurance and Leave and Retirement Benefits) and Part III, Sec. 7-11 (Support Staff-Paid Vacation, Holidays, leave Benefits, Insurance Benefits, and Retirement Benefits). The data represents the latest attempt to capture information that has been agreed to and information that still needs approval.

Information that has been agreed to by the BOE:

- Cash in Lieu for all employees will be \$4,314 for 2013-2014.
- Bereavement leave for all employees will be 4 days.
- Language for new hires should be postponed until there is more comparable data available.
- Sick leave payout should be consistent for all employee groups and payable upon retirement or permanent layoff, but not upon resignation.

Information that has not been agreed to by the BOE:

- The grandfathering of current paid time off, retirement benefits, unused sick payout for all employee groups.
- Retirement benefits for all staff.
- Final paid time-off for all employee groups as of July 1, 2013.

ALL CURRENT EMPLOYEES AS OF 7/1/2013

	<u>Years of Service</u>				Total
	15+	10+	5+	less than 5	
All Employees	70	54	56	60	240
Teachers	49	36	38	28	151
Support Staff	21	15	16	26	78
Admin/Director	0	3	2	6	11

RETIREMENT BENEFIT

Months	H/S	Employee Group	Current State	1-Jul-13
12	H	Custodians	HRA 55,371	HRA 50,184
12	H	Administrative Assistants	75,611	50,184
12	S	*Administrators - 7/1/2011	50,000	TBD
12	S	*Administrators	75,611	TBD
12	S	*D. Administrator	60,000	TBD
12	S	Non-Rep. District	75,611	50,184
10 to 12	H	Support Staff Level III		21,354
9	H	Support Staff Level I		21,354
9	H	Food Service		21,354
9	S	Teachers	75,611	66,912
9	H	OT/PT		-

Grandfather current employees with _____ years of experience
 Eligible at age 55+ years and 15+ years of service
 \$16,728 x 3 years = \$50,184
 \$16,728 x 4 years = \$66,921
 \$7,118 x 3 years = \$21,354
 * Administrator contracts expire between 7/1/14 and 7/1/15

CASH IN LIEU

Months	H/S	Employee Group	Current State	1-Jul-13
12	S	*Administrators	\$ 5,820.00	\$ 4,314.00
12	H	Custodian - LM	\$ 5,478.00	\$ 4,314.00
12	H	Custodian - Cleaner	\$ 5,478.00	\$ 4,314.00
12	H	Admin. Asst.	\$ 5,000.00	\$ 4,314.00
9	S	Teachers	\$ 5,000.00	\$ 4,314.00
11	H	Guidance Secretary	\$ 4,314.00	\$ 4,314.00
12	H	Technology Specialist	\$ 4,314.00	\$ 4,314.00
10	H	Athletic Secretary	\$ 4,314.00	\$ 4,314.00
9	H	Educ. Asst.	\$ 4,314.00	\$ 4,314.00
9	H	Clerks	\$ 4,314.00	\$ 4,314.00
12	S	*Non-Rep. District	\$ 5,000.00	\$ 4,314.00
9	H	OT/PT	\$ 5,000.00	\$ 4,314.00
9	H	Food Service	N/A	\$ 4,314.00

*Not eligible for CIL if spouse is District employee - remove language
 All employees eligible for health insurance would be eligible for CIL
 Pro-rated for less than full-time
 All married couples are eligible
 BOE will reconsider amount each year

SICK LEAVE PAYOUT

Months	H/S	Employee Group	Current State		
			Max. Sick Hours	Payout per hour	Max. Benefit
12	H	Custodian - LM	960	\$ 12.00	\$ 11,520.00
12	H	Custodian - Cleaner	960	\$ 12.00	\$ 11,520.00
12	H	Admin. Asst.	825	\$ 12.67	\$ 10,449.45
12	H	Admin. Asst.-20 yrs	880	\$ 12.67	\$ 11,146.08
12	H	*Administrators	880	\$ 11.88	\$ 10,450.00
12	S	Non-Rep. District	880	\$ 11.88	\$ 10,450.00
12	H	Technology Specialist	825	\$ 16.52	\$ 13,629.00
11	H	Guidance Secretary	825	\$ 16.52	\$ 13,629.00
10	H	Athletic Secretary	825	\$ 16.52	\$ 13,629.00
9	H	Food Service	412.5	\$ 15.00	\$ 6,187.50
9	S	Teachers	825	\$ 12.67	\$ 10,450.00
9	S	Teachers 20 yrs	907.5	\$ 12.67	\$ 11,494.40
9	H	Educ. Asst.	825	\$ 14.35	\$ 11,838.75
9	H	Clerks	825	\$ 14.35	\$ 11,838.75
9	H	OT/PT			N/A

Represents maximum eligible days

Represents calculations made with current maximum salaries

Paid at retirement or layoff only

Unpaid sick leave payouts are vested when earned and cannot be taken away in the future

Current language allows unused sick payout at resignation, termination or retirement. New language allows unused sick payout at retirement only.

TBD for new hires after 7/1/2013

*Administrator contracts expire between 7/1/14 and 7/1/15

Grandfather current employees with _____ years of experience

1-Jul-13				
Max. Sick Hours	Payout per hour	Max. Benefit	Change	
880	\$ 12.50	\$ 11,000.00	\$	(520.00)
880	\$ 12.50	\$ 11,000.00	\$	(520.00)
880	\$ 12.50	\$ 11,000.00		
880	\$ 12.50	\$ 11,000.00	\$	(146.08)
TBD				
880	\$ 12.50	\$ 11,000.00	\$	550.00
880	\$ 12.50	\$ 11,000.00	\$	(2,629.00)
880	\$ 12.50	\$ 11,000.00	\$	(2,629.00)
880	\$ 12.50	\$ 11,000.00	\$	(2,629.00)
880	\$ 12.50	\$ 11,000.00	\$	4,812.50
880	\$ 12.50	\$ 11,000.00	\$	550.00
968	\$ 12.50	\$ 12,100.00	\$	605.61
880	\$ 12.50	\$ 11,000.00	\$	(838.75)
880	\$ 12.50	\$ 11,000.00	\$	(838.75)

PAID TIME OFF

Months	H/S	Employee Group	Current State						Total
			Sick	Personal	Holiday	Vacation	Death	Total	
12	H	Custodian - LM	12	3	11	25	5	56	
12	H	Custodian - Cleaner	12	3	11	25	5	56	
12	H	Admin. Asst.	10	3	12	22	5	52	
12	S	Non-Rep. District	10	3	12	20	5	50	
12	S	*Administrators	9	3	12	20	5	49	
12	H	Technology Specialist	8	3	9	15	5	40	
11	H	Guidance Secretary	8	3	9	15	5	40	
10	H	Athletic Secretary	7	3	6	5	5	26	
9	H	Food Service	4	7	5	0	5	21	
9	S	Teachers	8	3	3	0	5	19	
9	H	Educ. Asst.	6	3	5	0	5	19	
9	H	Clerks	6	3	5	0	5	19	
9	H	OT/PT	5	3	3	0	5	16	
								463	

1-Jul-13							
Sick	Personal	Holiday	Vacation	Death	Total	Total	Chg
9	3	10	20	4	46	46	-10
9	3	10	20	4	46	46	-10
9	3	10	20	4	46	46	-6
9	3	12	20	4	48	48	-2
9	3	12	20	4	48	48	-1
9	3	10	20	4	46	46	6
8	3	8	15	4	38	38	-2
7	3	6	5	4	25	25	-1
6	3	5	0	4	18	18	-3
8	3	3	0	4	18	18	-1
6	3	5	0	4	18	18	-1
6	3	5	0	4	18	18	-1
5	3	3	0	4	15	15	-1
						430	

Part-time staff paid time off is pro-rated

Represents maximum eligible days

Grandfather current employees with _____ years of experience

*Administrator contracts expire between 7/1/14 and 7/1/15

1 **PART II** **Certified Staff**

2
3 **Section 7** **INSURANCE AND LEAVE**

4
5 **7.01 Holidays**

6 Teachers will receive the following three (3) holidays: Labor Day, Memorial Day and
7 Thanksgiving.

8
9 **7.02 Sick, Personal, Bereavement, and Leave Benefits**

10 *Refer to Policies: 529.3 – Bereavement Leave*

11 *529.1 – Family & Medical Leave*

12 *529.4 – Use of Sick Leave*

13 *529.45 – Personal Leave*

14 **A. Sick/Personal/Business**

- 15 1. Teachers may be absent for personal illness or injury up to eleven (11) days per
16 year. Three (3) of these days may be used each year for personal or business
17 leave. Unless an emergency situation prevails, a Sub-Online request for a
18 personal day(s) must be submitted at least forty-eight (48) hours prior to using
19 personal time. Personal days may not be used on the first day of school, during
20 the last two (2) weeks of the school year, or to extend vacation or holidays
21 except with prior approval of the District Administrator or designee.
22
23 2. In instances of emergency situations, when prior approval cannot be obtained,
24 the teacher shall submit a statement to the District Administrator or designee
25 who shall then determine whether a personal day may be used.
26
27 3. If such days are not taken, they will accumulate each year as sick leave.
28
29 4. The full allowance for sick leave for the school year will be credited at the
30 beginning of the school term on the first day of school. Unused sick leave will
31 be credited to each teacher's reserve, which may accumulate to one hundred
32 ten (110) days at the end of the school year.
33
34 5. If a teacher fails to complete the full term of the contract for reasons other than
35 illness, such leave may be pro-rated on the basis of one (1) day per month of
36 the time in service beginning with September.
37
38 6. In the case where an employee qualifies for long-term disability, the District
39 shall continue to pay teacher group health, hospitalization insurance provided
40 the policy continues to have waiver of premium, for the duration of the annual
41 contract after sick leave has been exhausted. The provisions stated in item
42 number 14 of Part II, Section 7 of this handbook do not apply (they are
43 exclusive to child-rearing/maternity leave). If the teacher fails to return to duty
44 the following school year, a partial repayment of health and dental insurance
45 premiums will be required. The amount due will be one-half (½) of the full
46 cost of health and dental insurance premiums paid after FMLA provisions, if
47 applicable, have been exhausted. The Board has the discretion to waive all or
48 part of the repayment of premiums if, in the Board's judgment, the termination
49 is beyond the teacher's control.

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7. Any employee covered by long term disability insurance shall not be eligible to claim sick leave pay at such time as the employee becomes eligible for LTD benefits.
 8. ~~For teachers hired before July 1st, 2013, Accrued sick time up to a limit of 880 hours one hundred ten (110) days shall be paid out at \$12.50 per hour the beginning daily substitute rate of pay at the time of retirement. Teachers with at least twenty (20) years of service in the District may accumulate and be paid for up to 968 hours one hundred twenty one (121) days payable upon retirement. Payment will be made into a non-elective TSA according to the terms of the District 403b plan.~~
 9. Sick or personal or business time as outlined in this section shall be administered on an hourly basis of an eight (8) hour day.
 10. Sick or personal or business time of less than one hundred twenty (120) minutes will not be charged to sick or personal or business or funeral or bereavement leave if a substitute is not required.
 11. The District agrees that no deduction for benefits will be required for up to two (2) days of non-paid leave in a contract year. Benefits will continue to be paid by the District.
 12. If an employee takes more than two (2) non-paid leave days in a contract year, the District will deduct from the employee's payroll an amount per day determined by the following formula: Formula – divide the annual cost of the benefit by 260 days, multiply the resulting amount times the number of non-paid leave days in excess of two (2), and the result will be the total amount to be deducted for benefits. For example, If the health insurance annual premium is \$18,180 divided by 260 days the amount will be approximately \$70 per day for employees with the family health plan.
 13. Use of sick leave under this section will be allowed to care for a spouse/domestic partner, parent, child and other dependent members of household.
 14. All requests for unpaid leave must be approved by the District Administrator or his/her designee.
- B. Funeral/Bereavement
1. Employees of the District shall be allowed up to five (5) days leave per year with pay (not accumulative and not deducted from sick leave) in case(s) of death involving a member of the immediate family. The term "immediate family" shall be construed to mean spouse/domestic partner, children, parents, grandparents, grandchildren, brothers and sisters, in-laws and members of household.

- 98 2. Up to two (2) days of the above leave per year shall be allowed for individuals
99 not listed above.
100
101 3. Employees who have exhausted their funeral/bereavement leave may request in
102 writing from the District Administrator use of up to five (5) of their sick days
103 as needed for funeral/bereavement leave.
104

105 C. Family and Medical Leave Act

106 Leaves of absence involving a serious health condition of the employee or the
107 employee's parent, child or spouse/domestic partner, as well as leaves attendant to
108 the birth, adoption or foster care placement of a child, shall be granted consistent
109 with the applicable provisions of state and federal Family and Medical Leave Act
110 (FMLA) laws for employees who qualify for coverage under such laws. It will be
111 the responsibility of the employee to notify Human Resources of the need for
112 FMLA. Any teacher who has used all accumulated sick leave because of an
113 extended illness shall be placed on an approved leave of absence, without pay, for
114 the duration of the FMLA. During such approved leave of absence, the teacher
115 shall retain all rights and privileges granted by § 118.22, Wis. Stats. Upon return
116 from any such approved leave of absence, a teacher shall be assigned to the same
117 position if available, or if not, an equivalent position.
118

119 D. Childbearing/Childrearing/Adoption/Other Leave

120 **Refer to Part I, Sec. 13 of this handbook.**

- 121 1. ~~Teachers may, upon request, be granted a leave of absence up to one school~~
122 ~~year for maternity, paternity, or adoption.~~
123
124 2. ~~A person may use any portion of their accumulated sick days during their leave~~
125 ~~and/or save days for the next active teaching time.~~
126
127 3. ~~After FMLA benefits are exhausted; the teacher will be required to pay for~~
128 ~~benefits.~~
129

130 **7.03 Leave of Absence**

131 *Refer to Policies: 529.4 – Use of Sick Leave*

132 *529.45 – Personal Leave*

133 *529.3 – Bereavement Leave*

134 *529.1 – Family & Medical Leave*

135 *529.5 – Uniformed Services Leave*

136 *529.2 – Jury Duty Leave*
137

138 **7.04 Eligibility for and Payment Towards Coverage of Health, Dental, Life,**
139 **Disability, and Liability Insurance**

140 Employees regularly scheduled at least 20 hours per week during the school year are eligible
141 for the following insurance benefits with the premium contribution being prorated as the
142 percentage of employment. Eligibility for coverage is dependent upon the terms of each
143 insurance plan.
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145 The percentage of the premium paid by the employee and the District will be determined by
146 the Board of Education on an annual basis.

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7.05 Cash Option in Lieu of Health Insurance – Alternate Benefit Plan (ABP)

- A. Employees who qualify for participation in the District group health insurance plan but who have coverage through another plan other than the District group health insurance plan may waive participation under the District group health insurance plan and elect to receive cash compensation in lieu of the health insurance benefit. The amount of the cash compensation will be set by the Board prior to the District’s annual open enrollment period. ~~The cash in lieu of insurance benefit is not available for employees who have coverage under the District plan through a family plan. Employees who are spouses or domestic partners of other District employees who are also eligible for health insurance under the District group health insurance plan will be eligible for one family health insurance plan or two single health insurance plans.~~
- B. Employees who choose the ABP option may sign up at any time due to qualifying life events.
- ~~C. In order for this proposal to remain in effect, a sufficient number of employees must opt out of their coverage so as not to cause an added expense for the District. Such determination of the additional expense is made by the District in its sole discretion.~~
- ~~D. The District may, at its discretion, discontinue the cash compensation in lieu of health insurance benefit by providing the participating employees with written notice of not less than sixty (60) days and an “open enrollment” opportunity to enroll in the group health insurance plan.~~

Section 8 RETIREMENT BENEFITS

8.01 Wisconsin Retirement System (WRS) Contributions

All qualified regularly employed full-time and part-time teaching personnel shall pay 100% of the employee’s required contribution into the WRS as required by state statute.

A. Retirement Notification

~~Employees who choose retirement shall notify the District of their intent to do so at least ninety (90) days prior to the expected date of retirement. Retirement notification shall be submitted on or before February 1st for budget planning and staffing purposes. Employees who submit their notice after February 1st will may be required to pay \$500.00.~~

B. Retiree - Benefits

An employee may elect to retire at the conclusion of a school year provided that person has reached age fifty-five (55) no later than September 1st of the next school year.

C. Retiree – HRA for Teachers Hired before June 30, 2013

1. The Board of Education of the Evansville Community School District and the Evansville Education Association agree to establish a Health Reimbursement

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Arrangement (HRA) for teachers who choose to retire.

2. An employee may elect to retire at the conclusion of a school year provided that person has reached age fifty-five (55) no later than September 1st of the next school year.
3. The Board will make payments into a Health Reimbursement Arrangement (HRA) account on behalf of retiring employees as follows:
 - a. Participants who have taught at least ten (10) full-time equivalent years in the District shall receive an annual payment of \$16,728 for three (3) consecutive years (or until eligible for Medicare) to be deposited into their HRA account.
 - b. Participants who have taught at least fifteen (15) full-time equivalent years in the District shall receive an annual payment of \$16,728 for four (4) consecutive years (or until eligible for Medicare) to be deposited into their HRA account. **The amount of the annual payment will be determined by the Board on an annual basis annually, based on insurance industry trends.**
 - c. Any payments into the HRA account will be 100% vested upon payment.
 - d. A retired employee may use proceeds from the HRA to buy into the District's insurance plan if the employee requests and if allowed by the insurance carrier.
 - e. The District shall be responsible for payment of any HRA administrative fees.
4. If an employee dies prior to exhausting the HRA benefit, the payments shall continue to be made into the HRA account, and the spouse/domestic partner, and/or dependent(s) eligible for employee's health insurance benefit shall receive the remainder of the benefit per the terms of the HRA plan. If there are none, no payment will be made to an estate.

Teachers hired after June 30, 2013

~~Upon retirement and at least age 55 by September 1 of the next school year, will receive \$175 for every unused sick day up to a maximum of 110 days which is equivalent to \$19,250.~~

Please note: Sections of this handbook will be revised for compliance purposes when the National Health Care Act is fully defined.

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PART III Support Staff

Section 7 PAID VACATIONS

Educational Assistants, Clerks, Secretaries, Receptionists, and Technology Specialists:

- A. All employees who work 197-229 days (10 month employees) are allowed paid vacations under the following plan:
 - 1. Two (2) days after one (1) year; and one (1) day for each additional year of service.
 - 2. Vacation shall not exceed five (5) days per year.
- B. All employees who work 230-259 days (11 month employees) are allowed paid vacations under the following plan:
 - 1. One (1) week after one (1) year; and one (1) day for each additional year of service.
 - 2. Vacation shall not exceed three (3) weeks per year.
- C. **Employees are encouraged to use their vacation in the year earned. Five (5) days of vacation may be carried over into the next school contract year upon request.**
- D. Vacations will be arranged with the cooperation of the employee and the employee's immediate supervisor, or in the absence of the immediate supervisor, the District Administrator.

Administrative Assistants:

- A. Two (2) weeks paid vacation after one year of service; and one day for each additional year of service not to exceed twenty (20) days.
- B. For Administrative Assistants hired before June 30th, 2012 - Two (2) additional days of vacation during Spring Break.

Custodians:

Custodians will earn vacation according to the following schedule. Custodians who have earned four (4) weeks or more of vacation as of June 30th, 2013, will not earn additional vacation days (frozen at current days earned). Custodians hired after June 30th, 2013 will earn vacation according to the following schedule. No vacation will be granted during the week prior to the start of the school year except in extenuating circumstances (i.e. family emergencies requiring the employee's attention or participation). Each situation will be reviewed on a non-precedent setting, one-time basis. Exceptions must be submitted to the District Administrator for approval.

- 1 year, 2 weeks
- 2 years, 2 weeks, 1 day

- 294 3 years, 2 weeks, 2 days
- 295 4 years, 2 weeks, 3 days
- 296 5 years, 2 weeks, 4 days
- 297 6 years, 3 weeks
- 298 7 years, 3 weeks, 1 day
- 299 8 years, 3 weeks, 2 days
- 300 9 years, 3 weeks, 3 days
- 301 10 years, 3 weeks, 4 days
- 302 **11 years, 4 weeks**
- 303 **12 years, 4 weeks, 1 day**
- 304 **13 years, 4 weeks, 2 days**
- 305 **14 years, 4 weeks, 3 days**
- 306 **15 years, 4 weeks, 4 days**
- 307 **16 years, 5 weeks**
- 308
- 309 11+ years, 4 weeks
- 310
- 311

312 Food Service: No Vacation.

313

314 **Section 8 HOLIDAYS**

315

316 **8.01 Holidays Defined**

317 A. Employees hired for the number of days indicated in the table below shall be

318 compensated for holidays.

319

Number of Days Worked in a School Year	Holidays*
180-196 (9 month)	5 Holidays
197-229 259-(10-11 month)	6 Holidays
230 -259 (11 month)	8 Holidays
260 (12 month)	10 Holidays

320

321 * Holidays are specified in Section B below.

322

323 B. Holidays as granted are paid for but not worked. In the case of an employee on

324 vacation or sick leave, the time shall not be deducted from vacation or sick leave.

325 To be paid for these days, the employee must work, be on sick leave, or vacation,

326 both the work day before the holiday and the work day after the holiday. The

327 exception to this shall be Labor Day and Memorial Day if those days occur before

328 the first work day of the employee's assignment or after the last work day of the

329 employee's assignment. Holidays falling on week-ends will be celebrated the

330 work day before or the work day after unless school classes are held.

331

332 C. Holidays according to the table in Section A are granted as follows:

333

- 334 1. 180-196 days (9 month) – Labor Day, Thanksgiving Day, Christmas Day, New
- 335 Year's Day and Memorial Day.
- 336
- 337 2. 197-229 259 days (10-11 month) – Labor Day, Thanksgiving Day, the Friday

338 after Thanksgiving, Christmas Day, New Year's Day and Memorial Day.
339

340 3. **230-259 (11 month) - Labor Day, Thanksgiving Day, the Friday after**
341 **Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day,**
342 **New Year's Day, and Memorial Day.**
343

344 4. 260 days (12 month) – Independence Day, Day after Independence Day, Labor
345 Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Eve Day,
346 Christmas Day, New Year's Eve Day, New Year's Day, and Memorial Day.
347

348 4. Administrative assistants hired before July 1, 2012, shall retain twelve (12)
349 holidays - Independence Day, Day after Independence Day, Labor Day,
350 Thanksgiving Day, the Friday after Thanksgiving, **Christmas Eve Day,**
351 **Christmas Day, Day After Christmas,** the day before New Year's Eve Day,
352 New Year's Eve Day, New Year's Day, and Memorial Day. The day before
353 Christmas Eve Day will be a holiday if school is not in session. If school is in
354 session, employees may choose a floating day when school is not in session.
355

356 5. All part-time employees will receive holidays on a prorated basis.
357
358

359 **8.02 Holidays Falling on Weekends**

360 If any of the holidays listed above, fall on a Saturday, the preceding workday shall be
361 observed as the holiday. If any of the above named holidays falls on a Sunday, the following
362 workday shall be observed as the holiday. If January 1st falls on a Sunday and school is
363 scheduled to begin on the following Monday, the preceding Thursday shall be observed as the
364 December 31st holiday and the preceding Friday shall be observed as the January 1st holiday.
365 If December 24 and December 31 fall on a Sunday, the preceding Friday shall be declared the
366 holiday unless the preceding Friday is a student contact day. If the preceding Friday is a
367 student contact day, section 8.03 will apply.
368

369 **8.03 Holidays Falling on Student Contact Days**

370 If any of the holidays listed in section 8.01 ~~6.01~~, above, fall on a student contact day, the
371 employees shall work their regular hours that day, and shall instead receive a paid holiday on
372 a date determined by the Administration.
373

374 **8.04 Work on a Holiday**

375 Except as provided in section 8.03, above, employees who work on any of the above-
376 mentioned holidays shall be paid time and one-half for all hours worked in addition to the
377 holiday pay.
378

379 **8.05 Holidays During Vacation**

380 If any of the above holidays fall within an employee's vacation period, the employee shall be
381 allowed to take an additional day of vacation in lieu of such holiday.
382

383 **8.06 Eligibility for Holiday**

384 In order to be eligible for holiday pay, an employee must work the employee's scheduled
385 workdays immediately preceding and following the holiday, unless the employee is on an

386 excused absence with pay which has been approved by the District Administrator and/or
387 his/her designee. Employees on unpaid leave of absence shall not be eligible for holiday pay
388 if the holiday falls during the absence period.

389

390

391 **Section 9 LEAVE BENEFITS**

392

393 **9.01 Sick, Personal, Bereavement, Leave Benefits**

394 *Refer to Policies: 529.4 – Use of Sick Days*

395 *529.45 – Personal Leave*

396 *529.3 – Bereavement Leave*

397 *529.1 – Family & Medical Leave*

398 When employees are requesting to use benefit time they will not be expected to find a
399 substitute to cover the time off. Designated administrator or designated personnel may
400 reassign staff to cover for absences.

401

402 A. Personal – All employees will receive three (3) days a year for personal or
403 business leaves. If these days are not taken, they will accumulate each year as sick
404 leave. Requests for personal time should be made at least 24 hours in advance
405 unless it is an unforeseen emergency.

406

407 B. Funeral/Bereavement

408 1. Employees of the District shall be allowed up to five (5) days leave per year
409 with pay (not accumulative and not deducted from sick leave) in case(s) of
410 death involving a member of the immediate family. The term “immediate
411 family” shall be construed to mean spouse/domestic partner, children, parents,
412 grandparents, grandchildren, brothers and sisters, in-laws and members of
413 household.

414

415 2. Up to two (2) days of the above leave per year shall be allowed for individuals
416 not listed above.

417

418 3. Employees who have exhausted their funeral/bereavement leave may request in
419 writing from the District Administrator use of up to five (5) of their sick days
420 as needed for funeral/bereavement leave.

421

422 C. Sick Days - All nine (9) month employees (180-196 days) will receive six (6) sick
423 leave days; 10 month employees (197-229 days) will receive seven (7) sick leave
424 days; and 11 month employees (230-259 days) will receive eight (8) sick leave
425 days; 12 month employees will receive nine (9) sick leave days. The full
426 allowance for sick leave for the school year will be credited at the beginning of the
427 school year. Unused sick general leave will be credited to each employee’s
428 reserve, which may accumulate to 110 days at the end of the school year.

429

430 Sick days will be allowed for use when an employee must be absent for medical
431 reasons. It is the employee’s responsibility to inform his/her administrator or their
432 designee of their need to use sick time. In the event an employee is going to be out
433 for three (3) or more consecutive days, they need to contact the District Office
434 regarding FMLA.

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- D. Allocations - If an employee fails to complete the full school year for reasons other than illness, such leave may be pro-rated on the basis of one (1) day per month based upon the percentage of student contact days completed. Sick and personal leave will be deducted based on actual time off in fifteen (15) minute intervals.

Section 10 INSURANCE BENEFITS

10.01 Health, Dental, Life, Disability, and Long-Term Disability Insurance

Eligibility for and Payment towards Coverage of Health, Dental, Life, Disability, and Liability Insurance

The percentage of the premium paid by the full time employee and the District will be determined by the Board of Education on an annual basis. A full time employee is scheduled to work 35-40 hours per week. Employees regularly scheduled at least 20 hours per week during the school year are eligible for insurance benefits with the premium contribution being prorated as the percentage of employment. Eligibility for coverage is dependent upon the terms of each insurance plan.

10.02 Cash Option in Lieu of Health Insurance – Alternate Benefit Plan (ABP)

- A. Employees who qualify for participation in the District group health insurance plan but who have coverage through another plan other than the District group health insurance plan may waive participation under the District group health insurance plan and elect to receive cash compensation in lieu of the health insurance benefit. The amount of the cash compensation will be set by the Board prior to the District's annual open enrollment period. ~~The cash in lieu of insurance benefit is not available for employees who have coverage under the District plan through a family plan. Employees who are spouses or domestic partners of other District employees who are also eligible for health insurance under the District group health insurance plan will be eligible for one family health insurance plan or two single health insurance plans.~~
- B. Employees who choose the ABP option may sign up at any time due qualifying life events.
- ~~C. In order for this proposal to remain in effect, a sufficient number of employees must opt out of their coverage so as not to cause an added expense for the District. Such determination of the additional expense is made by the District in its sole discretion.~~
- ~~D. The District may, at its discretion, discontinue the cash compensation in lieu of health insurance benefit by providing the participating employees with written notice of not less than sixty (60) days and an "open enrollment" opportunity to enroll in the group health insurance plan.~~

484 **Section 11** **RETIREMENT BENEFITS**

485

486 **11.01 Wisconsin Retirement System (WRS) Contributions**

487 All qualified regularly employed full-time and part-time support staff personnel shall pay
488 100% of the employee's required contribution into the WRS as required by state statute.

489

490 **11.02 Retirement Benefits for Educational Assistants, Secretaries, Clerks, and**
491 **Technology Specialists and Food Service**

492 Employees, who retire from the District after fifteen (15) years or more of District
493 employment and are age 55, shall be paid \$12.50 per hour for up to 880 hours of accumulated
494 unpaid sick leave into a non-elective TSA after the employee's retirement. (This amount is not
495 to exceed a total of \$11,000.) This severance benefit is not subject to WRS contributions.

496

497 **11.03 Retirement Benefits for Administrative Assistants Hired Before July 1,**
498 **2012**

499 Employees, who retire from the District after fifteen (15) years or more of District
500 employment and are age 55, shall be paid \$12.50 per hour for up to 880 hours of accumulated
501 unpaid sick leave into a non-elective TSA after the employee's retirement. (This amount is not
502 to exceed a total of \$11,000.) This severance benefit is not subject to WRS contributions.

503

504 A. The Board of Education of the Evansville Community School District on behalf of
505 those classified as administrative assistants in the District agree to establish a
506 Health Reimbursement Arrangement (HRA) for administrative assistants as a
507 retirement benefit.

508

509 B. An administrative assistant may elect to retire at the conclusion of a school year
510 provided that person has reached age fifty-five (55) no later than September 1st of
511 the next school year.

512

513 C. The Board will make payments into a Health Reimbursement Arrangement (HRA)
514 account on behalf of administrative assistants as follows:

515

516 1. An administrative assistant who currently has at least 10 full-time equivalent
517 years **as an administrative assistant** in the District is entitled to receive
518 \$16,728 per year for three (3) years (or until eligible for Medicare) deposited
519 into an HRA by August 20 of the year of retirement. These HRA funds are
520 fully vested **upon** ~~from~~ the initial payment.

521

522 An administrative assistant who currently has at least 15 full-time equivalent
523 years **as an administrative assistant** in the District is entitled to receive
524 \$16,728 per year for four (4) years (or until eligible for Medicare) deposited
525 into an HRA by August 20 of the year of retirement. These HRA funds are
526 fully vested **upon** ~~from~~ the initial payment.

527

528 2. A retired administrative assistant may use proceeds from the HRA to buy into
529 the District's insurance plan if the employee requests and if allowed by the
530 insurance carrier.

531

532 D. If an employee dies prior to exhausting the HRA benefit, the payments shall
533 continue to be made into the HRA account, and the spouse and/or dependent(s)
534 eligible for employee's health insurance benefit shall receive the remainder of the
535 benefit per the terms of the HRA plan. If there are none, no payment will be made
536 to an estate.
537

538 **11.04 Retirement Benefits for Administrative Assistants Hired After July 1, 2012**

539 Administrative Assistants, who retire from the District after fifteen (15) years or more of
540 District employment and are age 55, shall be paid \$12.50 per hour for up to 880 hours of
541 accumulated unpaid sick leave into a non-elective TSA after the employee's retirement. (This
542 amount is not to exceed a total of \$11,000.) This severance benefit is not subject to WRS
543 contributions.
544

545 **11.05 Retirement Benefits for Custodians hired before June 30, 2013**

546 A. Custodians, who have reached the age of fifty-five (55) and have been employed
547 by the District for fifteen (15) years, shall receive payment for accumulated, unused
548 sick leave. The amount will be twelve dollars (\$12.50) times the number of
549 accumulated sick leave hours up to 880 hours. This will be paid into a non-elective
550 TSA per the District 403b Plan. This severance benefit is not subject to WRS
551 contributions.
552

553 B. Custodians, who have reached the age fifty-five (55) and have been employed by
554 the District for fifteen (15) years, shall be entitled to receive \$16,728 per year for
555 three (3) years (or until eligible for Medicare) deposited into their HRA account.
556 These HRA funds are fully vested from the initial payment.
557

558 **11.06 Retirement Benefits for Custodians hired after June 30, 2013**

559 Custodians, who retire from the District after fifteen (15) years or more of District
560 employment and are age 55, shall be paid \$12.50 per hour for up to 880 hours of accumulated
561 unpaid sick leave into a non-elective TSA after the employee's retirement. (This amount is not
562 to exceed a total of \$11,000.) This severance benefit is not subject to WRS contributions.
563

564
565 Please note: Sections of this handbook will be revised for compliance purposes when the
566 National Health Care Act is fully defined.
567

568
569

Evansville Community School District

340 Fair Street
Evansville, WI, 53536
Phone: (608) 882-3383
Fax: (608) 882-6564

Doreen Treuden
Business Manager
treudend@evansville.k12.wi.us

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Teacher Payroll Schedule
Date: April 8, 2013

Attached is the revised Employee Handbook language regarding the teacher payroll schedule. The Board is asked to approve the revised language that is now in compliance with Wisconsin law. Teachers will be paid bi-monthly beginning September 10 and conclude June 25 each school year with the exception of the 2013-14 transition year.

Transitioning the pay schedule from the current 26 paydays to 20 paydays causes a "gap" of 26 days without a paycheck for teachers. The last scheduled payday for 2012-13 is August 9 and the first payday for 2013-14 would be September 10. To eliminate the "gap" during this transition year, we are recommending the first payday for the 2013-14 school year for teachers will be August 23 and continue bi-monthly through June 10, 2014. The Board is asked to approve this one-time exception for the teacher pay schedule for the 2013-14 school year. Beginning with the 2014-15 school year and going forward, the bi-monthly 20 payday schedule for teachers will begin September 10 and conclude June 25.

1 **Part I** **All Employees**

2
3 **Section 4** **GRIEVANCE PROCEDURE**

4
5
6 *Refer to Policies: 527.2 – Employee Grievances*
7 *527.3 – Employee Grievance Procedures*
8 *527.4 – Impartial Hearing Officer Selection Procedures*
9 *527.2 Form – Grievance Form*

10 **4.01 Purpose**

11 The Board has adopted a grievance procedure for the orderly resolution of employee grievances
12 related to discipline, termination, and workplace safety as well as for grievances related to
13 purported violations, interpretation or inappropriate application of any provision addressed in the
14 *Handbook*. The exclusive means of resolving employee grievances shall be through the
15 grievance procedure adopted by the Board. Any school employee of the District has the right of
16 access to the grievance procedure.

17
18 The procedure provides for grievances to be handled in a timely manner and contains an appeals
19 process in which the highest level of appeal is the Board. A determined effort shall be made to
20 settle any grievance at the lowest possible level in the grievance procedure.

21
22 The procedure also includes an opportunity for employees with grievances related to discipline,
23 termination and work place safety to present their case before an impartial hearing officer.

24
25 **4.02 Definitions and Time Limits**

26 *Refer to Policy 527.3 - Employee Grievance Procedures*

27
28 **4.03 Grievance Process**

29 *Refer to Policy 527.3 - Employee Grievance Procedures*

30
31 **4.04 Grievant Rights to Representation**

32 *Refer to Policy 527.3 - Employee Grievance Procedures*

33
34 **4.05 Consolidation of Grievances**

35 *Refer to Policy 527.3 - Employee Grievance Procedures*

36
37 **4.06 Group Grievances**

38 *Refer to Policy 527.3 - Employee Grievance Procedures*

39
40
41 **Section 5** **PAY PERIODS**

42
43 *Refer to State Statutes 109.03(1)(b)*

44
45 **5.01 Payroll Cycle**

46 **A. School Year Employees:**

- 47 1. Teachers: ~~Teachers shall have their wages annualized over 24 pay periods~~
48 ~~beginning September 10 of each year and ending June 30 of each year. Teachers~~

1 will receive pay on the 10th and 25th of each month except for the month of June.
2 Each June teachers will receive 6 direct deposits of pay. The June direct deposits
3 will be made on the 10th, 25th and four additional days to be determined. Teachers
4 will be paid bi-monthly on the 10th and 25th of each month beginning in
5 September and ending in June of each school year.
6

7 2. Hourly Employees: Hourly employees will be paid bi-monthly on the 10th and
8 25th of each month.
9

10 B. Calendar Year Employees: All employees scheduled to work the calendar year will
11 be placed on the twenty-four (24) pay period cycle. Pay dates will be the 10th and
12 25th of each month.
13

14 **5.02 Payroll Dates**

15 *Refer to Policy 513 – Personnel/Payroll Management for additional information*

16 If the payday falls on a Saturday, Sunday or a holiday, employees will be paid on the previous
17 business day prior to the tenth (10th) or twenty-fifth (25th).
18

19 **5.03 Direct Deposit Payment Method**

20 *Refer to Policy 513 – Personnel/Payroll Management for additional information*

21 The District will pay all employees through direct deposit on each pay date. Employees may
22 change financial institutions at any time.
23

24 **5.04 Definitions for Payroll Purposes**

25 *Refer to Policy 513 – Personnel/Payroll Management for additional information*

26 A day shall run from 12:00 midnight (a.m.) to 11:59 p.m.

27 **5.05 Salary Deferrals –Tax Sheltered Annuities (TSA)**

28 The District will maintain a TSA program without regard to the employee's current or former
29 employee's contribution amounts. Employees shall have the opportunity to participate in the
30 District's Internal Revenue Service (IRS) Code 403(b) Savings Program and invest their money
31 through salary deferral in annuities and other qualifying IRS Code 403(b)(7) investment vehicles
32 (collectively referred to as an "Investment Vehicle").
33
34

35 **Section 6 COMPENSATION AND EXPENSE**

36 **REIMBURSEMENT**

38 **6.01 Mileage Reimbursement**

39 *Refer to Policy 671.2-Form – Expense Reimbursement*
40

41 **6.02 Other Expense Reimbursement**

42 *Refer to Policy: 164 – Board member Compensation and Expenses*
43 *671.2 – Reimbursement of Expenses*
44
45

46 **Section 7 WORKER'S COMPENSATION**

47

March 25, 2013

Evansville Community School District
340 Fair Street
Evansville, Wisconsin 53536

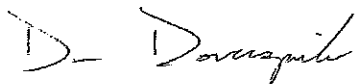
Dear Mr. Scott Everson,

The purpose of this letter is to formally submit my resignation as an English teacher at Evansville High School. Leaving this school, district and community will be an extremely hard thing to do but I believe it is the right thing to do for personal reasons.

I want to thank you, Mr. Jerry Roth, the school board, Evansville High School staff, students, and Evansville community members for allowing me to serve as a teacher (and coach) for my hometown. When I was hired I did not anticipate this being a one year venture and sincerely apologize for any inconvenience this may be causing the high school or the district as a whole.

I plan on fulfilling my duties to the best of my ability so I can leave this position in a better place than I found it. I look forward to finishing the year strong while helping my students reach new levels of learning and understanding. I think I am in a position where I can appreciate this place more than most and because of that, I am feeling many mixed emotions about leaving. However, I am excited for the future ahead and I know for a fact that Evansville will not skip a beat without me.

Sincerely,



Dan Doverspike

Rec'd 3-25-13
KR

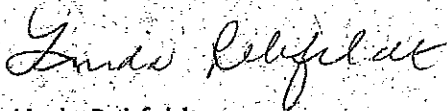
March 26, 2013

Mr. Jerry Roth
Superintendent of Schools
340 Fair Street
Evansville, WI 53536

Dear Jerry,

Please accept my retirement from the Evansville Community School District,
effective June 30, 2013.

Sincerely,



Linda Rehfeldt
J.C. McKenna Middle School Counselor

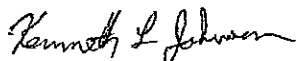
Rec'd 3-27-13
JRW

To: Evansville School Board/Mr. Roth
From: Kenneth L. Johnson
Date: April 2, 2013

This letter is to give my notification of my upcoming retirement. My official retirement date will be Friday, June 28, 2013, from the School District.

I have enjoyed my years working for the District.

Sincerely,


Kenneth L. Johnson

Rec'd 4-2-13
KM

VISITORS TO THE SCHOOLS

The Board of Education and the staff of the school District welcome members of the community and other interested persons to visit the schools. Visitors who have legitimate business to conduct at the school shall be welcome.

1. Visitors are welcome whether to conduct business or take an interest in our students and programs. Visits should be pre-arranged with the building principal.
2. A visitor who is a guest of a student must be pre-approved by the building administrator at least one day before the visitation occurs. Pre-approval will be based upon completion of the "Visitors Request Form". All of the student's teachers will be polled regarding their consent to the visitation. One objection to the visitation will result in disapproval of the request. The host student is responsible for the conduct of the guest who must abide by all school policies and regulations. No student will be allowed more than two visitors per school year.
3. Any visitor during school hours (~~7:30 8:00~~ 7:30 a.m. – 4:00 p.m.)(e.g., volunteer, community member, parent/guardian, salesperson, visiting student) must register at the school's main office before going anywhere in the building and wear an ID badge or sticker.
4. Visitors attending a school-sponsored function need not register.
5. Community members interested in using school facilities for a walking exercise program are welcome to do so during the hours designated at each building open to walkers. Hours are 6:00 a.m. to 7:00 a.m. and/or 4:00 p.m. to 9:00 p.m. unless otherwise posted. We ask that walkers sign in each time they walk and that they do not interrupt staff and students during their planning time or work. We reserve the right to conduct background checks on walkers and may request the information we need to complete background checks. Walkers will be asked to sign an agreement indicating they agree to the restrictions, and that walking privileges may be revoked at the discretion of the principal if procedures are not followed.
6. Principals or designee shall have complete authority to exclude from the school any visitor whom they have reason to believe is not making a positive contribution to the school environment.

Local Ref.: Policy #830 Form 4
Policy #830 – Use of School Facilities

Legal Ref.: 120.12(2) Wisconsin Statutes
120.13(35)

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

MINUTES OF REGULAR MEETING

The regular meeting of the Board of Education of the Evansville Community School District was held Monday, March 11, 2013, at 6:32 pm in the District Board and Training Center room.

The meeting was called to order by President Kathi Swanson. Roll call was taken. Members present: Hatfield, Rossmiller, Swanson, Busse, Rasmussen, Hurley, and High School Rep. Haegele. Absent: Skinner and High School Rep. Johnson.

APPROVE AGENDA

Motion by Ms. Hurley, seconded by Mr. Hatfield, moved to approve the agenda with one change, to move items VII – Business (Action Items), A and B, Employee Handbook Items, after public announcements. Motion carried, 6-0 (voice vote).

PUBLIC ANNOUNCEMENTS

- Open Enrollment Application Period – February 4 – April 30
- Kindergarten Screener – March 20, 21, and 22
- Energy Fair – April 19
- Week of the Young Child Parade, April 23 and Family Night, April 26
- Employee Recognition – May 8
- Back To School Days – August 14 & 15 from 1:00 – 7:00 pm
- School Board Candidate, Kris Schmidt, introduced
- Kindergarten orientation will be Tuesday, March 12, 2013

BUSINESS (Action Items)

Motion by Ms. Hurley, seconded by Mr. Busse, moved to take from the table, motion to approve the Employee Handbook written draft, Part II, Sec. 7-8 (Certified Staff-Insurance and Leave, Retirement Benefits) and Part III, Sec. 7-11 (Support Staff-Paid Vacation, Holidays, Leave Benefits, Insurance Benefits, and Retirement Benefits). Motion taken from the table. Ms. Hurley and Ms. Swanson presented document on their proposal for this section of the Handbook. Discussion:

Motion by Mr. Hatfield, seconded by Ms. Hurley, moved we vote on the pending motion on the floor and subsequent to that vote, discuss direction we will give to the administration in preparation for the revised sections. Motion carried, 6-0 (voice vote).

Previous motion, approve Employee Handbook, Part II, Sec. 7-8 and Part III, Sec. 7-11, voted on: 0-6 (voice vote), motion failed.

Discussion of direction Board would like Administration on revised sections of the Employee Handbook. Revisions will come back to the Board.

Motion by Ms. Rossmiller, seconded by Mr. Busse, moved we approve the Employee Handbook written draft Part IV (Administrative and District Level Staff), Part V (Co-and Extra-Curricular Staff), and Part VI (Substitute and Seasonal Staff) as presented. Discussion. Motion carried, 6-0 (voice vote).

DISTRICT ADMINISTRATOR REPORT

Mr. Roth's submitted report was on technology planning. Discussion.

Mr. Hatfield left the meeting at 7:56 pm.

HIGH SCHOOL BOARD REPRESENTATIVES'/PRINCIPALS'/ADMINISTRATORS' REPORTS'

Ms. Haegele and Mr. Johnson's submitted report was on high school events. Ms. Havlik, Ms. Wick, Mr. Flaherty, Mr. Everson, Ms. Ashby, and Ms. Landers' submitted reports included good things in our buildings. Mr. Everson added, teacher Ellie Haberl, won a Kohl Fellowship Grant of \$1,000 and the High School will also receive \$1,000 and the Reality Fair is April 16. Ms. Wick shared Exon Mobile donated \$500 towards math after school program. Discussion.

INFORMATION & DISCUSSION

No presentation on the drafting department new programs.

Ms. Swanson presented the middle school student handbook proposed changes. No changes proposed for the high school student handbook. Discussion.

Ms. Rossmiller read letter of resignation from member, Sharon Skinner, effective immediately. Discussion.

Business Manager, Ms. Treuden, presented a non-budgeted expenditure item, phone voicemail system, not to exceed \$63,000. Discussion.

High School Principal, Mr. Everson, presented proposed new courses, AP Spanish and AP Portfolio Art. Discussion.

Mr. Roth presented for a third reading, policies #527.3-Employee Grievance Procedures and #527.2 Form-Grievance Form, with suggested changes from legal counsel. Discussion. Policy to come back for approval.

Ms. Swanson asked for discussion of April board meetings. Consensus, April 22nd reorganization meeting at 6:30 pm and April 29 regular second meeting of the month.

BUSINESS (Action Items)

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to approve the high school assistant girls' soccer coach contract for Tristram Bisgrove for a stipend of \$1,965. Motion carried, 5-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved to approve with regrets the retirement of librarian, Joan Brooke, effective at the end of the 2012-2013 school year and the resignation of support staff, Connie Worm, effective March 15, 2013, thanking them for their services in the District. Motion carried, 5-0 (voice vote).

Motion by Mr. Busse, seconded by Ms. Rossmiller, moved we approve the hiring of Sandra Wagner as a food service cook 1, at a salary of \$14.12/hour. Motion carried, 5-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved we approve to replace the full-time media clerk position with two part-time media clerk positions. Motion carried, 5-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Busse, moved to approve the 2013-2014 teacher contracts, at a salary not less than their current 2012-2013 salary, as presented. Motion carried, 5-0 (voice vote).

Motion by Mr. Busse, seconded by Mr. Rasmussen, moved we approve the 2013-2014 co-and extra-curricular contracts as presented. Discussion. Motion carried, 5-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Busse, moved to approve the use of Fund Balance to not exceed \$63,000 for a new voice mail system. Motion carried, 5-0 (roll call vote).

Motion by Ms. Rossmiller, seconded by Mr. Busse, moved to approve the use of Fund Balance of up to \$63,000 to offset General Fund 10 budget expenses. Motion carried, 5-0 (roll call vote).

CONSENT (Action Items)

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved to approve the consent agenda items: February 11, regular minutes and March 6 special board meeting minutes; and the January bills and reconciliation as presented. Motion carried, 5-0 (roll call vote).

FUTURE AGENDA

March 25, 2013, regular meeting agenda shared. Meeting will be held at Theodore Robinson Intermediate School LMC. Discussion.

ADJOURN

Motion by Mr. Busse, seconded by Ms. Rossmiller, moved to adjourn the meeting. Motion carried, 5-0 (voice vote). Meeting adjourned at 9:01 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____
Kathi Swanson, President

Dated: _____

Approved: 4/8/13

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: February, 2013 Reconciliation
Date: March 12, 2013

Attached you will find the following documents for the February reconciliation:

- Bank Reconciliation Statement for all Funds – nothing unusual to report
- Skyward Fund Balance Report to verify bank reconciliation statement
- Listing of all receipts – February \$2,950,903.60
- Check Register – February
Notes for check register:

Check total -	\$457,000.94
ACH total -	\$ 3,587.31
Manual check total -	<u>\$ 38,366.84</u>

Total	\$499,520.14
-------	--------------

Void checks - # 73984
Payroll checks -

EVANSVILLE COMMUNITY SCHOOL DISTRICT
BANK RECONCILIATION

FOR THE MONTH OF

February, 2013

BALANCE PER BANK:	89,500.00	
LESS OUTSTANDING CHECKS	-60,160.10	
LESS WRS POSTING	-113,998.96	
MMA ACCOUNT	5,580,126.08	
BALANCE PER BANK		5,495,467.02

BALANCE PER GENERAL LEDGER:	BEGINNING BAL.	ACTIVITY	ENDING BAL.	
FUND 10 General	1,286,698.18	410,190.85	1,696,889.03	
FUND 21 Donations	22,838.14	5,500.00	28,338.14	
FUND 27 Special Ed	-1,184,979.12	-166,723.01	-1,351,702.13	
FUND 38 Debt	7,099.87	0.00	7,099.87	
FUND 39 Debt	-519,066.98	0.00	-519,066.98	
FUND 49 Capital Projects	500	0.00	500	
FUND 50 Food Service	44,384.97	-5,983.46	38,401.51	
FUND 99 Voc Ed/ESL/Grants	14,881.50	0.00	14,881.50	
MMA ACCOUNT			5,580,126.08	
BALANCE PER GENERAL LEDGER				5,495,467.02
		242,984.38		
	DIFFERENCE			0.00

Fd	T	Loc	Obj	Func	Prj	Func	Beginning Balance	February 2012-13 Monthly Activity	Ending Balance
10	A	000	000	711100	---	CASH ON DEPOSIT	-452,328.05	410,190.85	1,696,889.03
10	-	---	---	-----	---	GENERAL FUND	-452,328.05	410,190.85	1,696,889.03
21	A	000	000	711100	---	CASH ON DEPOSIT	20,811.80	5,500.00	28,338.14
21	-	---	---	-----	---	GIFTS/DONATIONS	20,811.80	5,500.00	28,338.14
27	A	000	000	711100	---	CASH ON DEPOSIT	-92,740.42	-166,723.01	-1,351,702.13
27	-	---	---	-----	---	SPECIAL EDUCATION FUND	-92,740.42	-166,723.01	-1,351,702.13
38	A	000	000	711100	---	CASH ON DEPOSIT	28,949.87		7,099.87
38	-	---	---	-----	---	NON-REFERENDUM DEBT	28,949.87		7,099.87
39	A	000	000	711100	---	CASH ON DEPOSIT	-30,405.71		-519,066.98
39	-	---	---	-----	---	REFERENDUM APPROVED DEBT SERVI	-30,405.71		-519,066.98
49	A	000	000	711100	---	CASH ON DEPOSIT	500.00		500.00
49	-	---	---	-----	---		500.00		500.00
50	A	000	000	711100	---	CASH ON DEPOSIT	113,241.99	-5,983.46	38,401.51
50	-	---	---	-----	---	FOOD SERVICE	113,241.99	-5,983.46	38,401.51
99	A	000	000	711100	---	CASH ON DEPOSIT	14,881.50		14,881.50
99	-	---	---	-----	---	COOP. PROGRAM FUNDS-66:03	14,881.50		14,881.50
Grand Asset Totals							-397,089.02	242,984.38	-84,659.06

Number of Accounts: 8

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

Post Date	Func	Description	Amount
02/28/2013	DISTRICT WIDE	KID CONNECTION - FACILITY USE	243.80
02/28/2013	DISTRICT WIDE	DEPT OF CORRECTIONS - RESTITUTION	53.95
02/28/2013	TERMINATION OF BENEFITS	K MADISON - FEB HEALTH INSURANCE	277.26
02/28/2013	TERMINATION OF BENEFITS	C WAGNER - ADD'L FEB HEALTH INSURANCE	121.22
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1071.75
02/28/2013	WRESTLING	JV WRESTLING TOURNAMENT ENTRY FEE - JEFFERSON	125.00
02/28/2013	TERMINATION OF BENEFITS	R DENNIS - ADD'L FEB HEALTH INSURANCE	121.22
02/28/2013	SCHOOL BUILDING ADMINISTRATION	7-UP COMMISSION - M.S.	130.80
02/28/2013	SCHOOL BUILDING ADMINISTRATION	7-UP COMMISSION - M.S.	187.80
02/28/2013	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHES INV #1023 & 1	135.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1455.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	HS REIMB - WORK PERMITS	20.00
02/28/2013	DISTRICT WIDE	EVANSVILLE SOCCER - FACILITY USE	15.00
02/28/2013	DISTRICT WIDE	CESA2 - DRIVER ED FEES	650.00
02/28/2013	DISTRICT WIDE	FORWARD HEALTH - MEDICAID	13831.69
02/28/2013	DISTRICT ADMINISTRATION	D.O. REIMB. FOR COFFEE	13.00
02/28/2013	DISTRICT WIDE	HS BOYS BB GATE VS DODGEVILLE	294.00
02/28/2013	DISTRICT WIDE	HS BOYS BB GATE VS MCFARLAND	807.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1987.00
02/28/2013	ELECTRICAL REPAIRS	SOCCER CLUB REIMB FOR FH CEILING LIGHT REPAIR	84.60
02/28/2013	DISTRICT WIDE	HS GIRLS BB GATE VS BRODHEAD	529.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1947.15
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1398.96
02/28/2013	DISTRICT WIDE	STUDENT FEES	1534.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1437.00
02/28/2013	TERMINATION OF BENEFITS	R COLE - ADD'L OWED FOR HEALTH INSURANCE	121.22
02/28/2013	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHES INV #1025 & #1	150.00
02/28/2013	DISTRICT WIDE	STUDENT FEES	209.50
02/28/2013	DISTRICT WIDE	HS WRESTLING REGIONAL GATE	2142.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	HS REIMB - H JENSEN - AM SCHOOL	150.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1279.10
02/28/2013	TAX SHELTER ANNUITY DED	AMERIPRISE REIMBURSEMENT - A KANSTEINER	30.00
02/28/2013	DISTRICT WIDE	HS GIRLS BB GATE VS OREGON	399.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1771.00
02/28/2013	DISTRICT ADMINISTRATION	OPEN RECORD'S REQUEST - CRAVE PHOTOGRAPHY	10.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	7-UP COMMITTION - TRIS	102.60
02/28/2013	HOME ECONOMICS	HS REIMB OF FOODS CLASS FEES	448.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1281.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	HS REIMB OF CHARGE CARD	3175.36
02/28/2013	DISTRICT WIDE	STUDENT FEES	182.00
02/28/2013	TERMINATION OF BENEFITS	EBC-COBRA P'MENT - DENTAL - HAVLIK, SCHMIDT	120.56
02/28/2013	TERMINATION OF BENEFITS	EBC-COBRA P'MENT - HEALTH - SCHMIDT	644.79
02/28/2013	SCHOOL BUILDING ADMINISTRATION	COMM FOUNDATION OF SO WI - FOCUS ON LITERACY	220.00
02/28/2013	INSTRUCTIONAL STAFF TRANING	COMM FOUNDATION OF SO WI - FOCUS ON LITERACY	970.00
02/28/2013	DISTRICT WIDE	HS BOYS BB GATE VS WHITEWATER	503.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1246.01
02/28/2013	SCHOOL BOARD	WASB REIMB FOR SKINNER CONFERENCE	170.00
02/28/2013	DISTRICT ADMINISTRATION	OPEN RECORD'S REQUEST - ARMY	10.00
02/28/2013	WRESTLING	JV WRESTLING TOURNAMENT ENTRY FEE - GRAFTON	125.00
02/28/2013	DISTRICT WIDE	BELLEVILLE - REIMB OF S FENEY CONTRACT TERMI	1000.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	2035.50
02/28/2013	DISTRICT WIDE	HS GIRLS BB GATE VS JEFFERSON	367.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1578.00

Post Date	Func	Description	Amount
02/28/2013	DISTRICT ADMINISTRATION	D.O. REIMB FOR POP	20.00
02/28/2013	DISTRICT WIDE	HS - REIMB FOR POTATO SUPPLIES	51.23
02/28/2013	DISTRICT ADMINISTRATION	D.O. REIMB. FOR COFFEE	8.65
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1808.27
02/28/2013	DISTRICT WIDE	STUDENT FEES	110.50
02/28/2013	SPECIAL EDUCATION PROGRAM AIDE	ACUITY REIMB FOR J CUFAUDE DISABILITY 2/2/13	487.52
02/28/2013	DISTRICT WIDE	ENERGY FAIR CONTRIBUTION - ANONYMOUS	250.00
02/28/2013	DISTRICT WIDE	MAGNOLIA - FOR PILT	2912.18
02/28/2013	DISTRICT WIDE	MAGNOLIA - MOBILE HOME FEES	413.31
02/28/2013	DISTRICT WIDE	MAGNOLIA - TAXES	195353.19
02/28/2013	DISTRICT WIDE	BROOKLYN - TAXES	25182.84
02/28/2013	DISTRICT WIDE	RUTLAND - TAXES	1802.61
02/28/2013	SPECIAL EDUCATION PROGRAM AIDE	ACUITY REIMB FOR J CUFAUDE DISABILITY 2/9/13	487.52
02/28/2013	DISTRICT WIDE	DYA FACILITY USE FOR CHILDREN'S MUSICAL - LAT	10.00
02/28/2013	OPERATION OF PLANT	DYA FACILITY USE FOR CHILDREN'S MUSICAL - CUS	246.34
02/28/2013	DISTRICT WIDE	REIMB FROM VZHE FOR FOOD PURCHASES	11.60
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - R COLE - MAR	1394.04
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - P HAESE - MAR	644.79
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - R DENNIS - MAR	1394.04
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - C WAGNER - MAR	1394.04
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - B BERG - MAR	1394.04
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - P KELLEY - MAR	644.79
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - M KELLEY - MAR	644.79
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - W HARTJE - MAR	1394.04
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1695.60
02/28/2013	DISTRICT WIDE	ENERGY FAIR CONTRIBUTION - KRESS	250.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	2235.06
02/28/2013	INFORMATION SERVICES	D.O.-REIMB. FOR POSTAGE	6.95
02/28/2013	DISTRICT ADMINISTRATION	D.O.-REIMB. FOR COPIES	10.55
02/28/2013	DISTRICT WIDE	PORTER - TAXES	192433.19
02/28/2013	DISTRICT WIDE	CENTER - TAXES	246177.77
02/28/2013	DISTRICT WIDE	UNION - TAXES	428338.96
02/28/2013	DISTRICT WIDE	JANESVILLE - TAXES	132543.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	MS REIMB FOR CHARGE CARD	3452.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	TRIS-REIMB. FOR CHARGE CARD	368.25
02/28/2013	SCHOOL BUILDING ADMINISTRATION	E.S.-REIMB. FOR CHARGE CARD	200.00
02/28/2013	BUSINESS MANAGER	HS-REIMB FOR WINTER DANCE BACKGROUND CHECK	10.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	2073.20
02/28/2013	SCHOOL BUILDING ADMINISTRATION	7-UP COMMISSION - ELEM	100.13
02/28/2013	DISTRICT WIDE	REIMB FROM CESA2 FOR CATERING INV #1027	376.50
02/28/2013	SCHOOL BUILDING ADMINISTRATION	HS REIMB - L BRICE - AMERICAN SCHOOL	150.00
02/28/2013	SCHOOL BUILDING ADMINISTRATION	HS REIMB FOR BAND FIELD TRIPS	835.07
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1568.95
02/28/2013	DISTRICT WIDE	STUDENT FEES	303.50
02/28/2013	DISTRICT WIDE	FACILITY USE - JASON ACKER	15.00
02/28/2013	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHESES INV #1033 & #	137.50
02/28/2013	TERMINATION OF BENEFITS	W HARTJE - ADD'L HEALTH INS MAR	121.22
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	2094.75
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	2066.85
02/28/2013	DISTRICT WIDE	EVANSVILLE EDUCATION FOUNDATION FOR KIDS FIRS	4000.00
02/28/2013	TERMINATION OF BENEFITS	MIDAMERICA - V LECYLUEBKE 2515.13 11/12 & 129	15470.63
02/28/2013	GIFTED AND TALENTED	MS-REIMB FOR FIELDTRIPS	886.64
02/28/2013	DISTRICT WIDE	KID CONNECTION - FACILITY USE	308.20

Post Date	Func	Description	Amount
02/28/2013	SPECIAL EDUCATION PROGRAM AIDE	ACUITY REIMB FOR J CUFAUDE DISABILITY 2/16/13	487.52
02/28/2013	DISTRICT WIDE	ENERGY FAIR CONTRIBUTION - ECP	1000.00
02/28/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1819.51
02/28/2013	DISTRICT ADMINISTRATION	D.O. REIMB. FOR COFFEE	6.00
02/28/2013	DISTRICT WIDE	GIRLS BB GATE VS EDGERTON	560.00
02/28/2013	DISTRICT WIDE	VENDING	127.25
02/28/2013	DISTRICT WIDE	VENDING	71.35
02/28/2013	DISTRICT WIDE	VENDING	182.20
02/28/2013	DISTRICT WIDE	VENDING	59.75
02/28/2013	DISTRICT WIDE	VENDING	126.60
02/28/2013	DISTRICT WIDE	VENDING	57.50
02/28/2013	DISTRICT WIDE	VENDING	46.65
02/28/2013	DISTRICT WIDE	VENDING	129.75
02/28/2013	DISTRICT WIDE	VENDING	85.25
02/28/2013	DISTRICT WIDE	VENDING	76.30
02/28/2013	DEPOSITS PAYABLE	FOOD SERVICE E-FUNDS FOR FEB	6335.55
02/28/2013	DISTRICT WIDE	FEES E-FUNDS FOR FEB	163.50
02/28/2013	DISTRICT WIDE	FEB INTEREST	1397.70
02/28/2013	DISTRICT WIDE	SPEC ED AID	121462.00
02/28/2013	DISTRICT WIDE	SAGE AID	98204.62
02/28/2013	DISTRICT WIDE	ESEA TITLE 11 - TEACHER/PRINCIPAL TRAINING	14907.63
02/28/2013	DISTRICT WIDE	ESEA TITLE 1 - BASIC GRANT	67732.88
02/28/2013	DISTRICT WIDE	AUTO DEPOSIT FROM CITY OF EVANSVILLE	1310662.45
		Total for Cash Receipts	2950903.60

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
02/08/2013	73918	R	02/08/2013	BIER, THOMAS	48.00
02/08/2013	73919	R	02/08/2013	CHRIS NICHOLSON	48.00
02/08/2013	73920	R	02/08/2013	DANIEL BOTHUN	48.00
02/08/2013	73921	R	02/08/2013	DAVID YOSS	50.00
02/08/2013	73922	R	02/08/2013	ED LUBECK	50.00
02/08/2013	73923	R	02/08/2013	HAMMER, MICHAEL	110.00
02/08/2013	73924	R	02/08/2013	JACOB KADERLY	110.00
02/08/2013	73925	R	02/08/2013	JERRY NEIS	50.00
02/08/2013	73926	R	02/08/2013	KATZENMEYER, JENNY	50.00
02/08/2013	73927	R	02/08/2013	LARSON, DREW	60.00
02/08/2013	73928	R	02/08/2013	LOREN HOMB	60.00
02/08/2013	73929	R	02/08/2013	PAUL AURIT	48.00
02/08/2013	73930	R	02/08/2013	RINGHAND BROTHERS INC	59,181.39
02/08/2013	73931	R	02/08/2013	WENDALL BEAN	110.00
02/08/2013	73932	R	02/08/2013	AMERIPRISE FINANCIAL SERVICES	770.00
02/08/2013	73933	R	02/08/2013	FRANKLIN TEMPLETON BANK &TRUST	1,105.00
02/08/2013	73934	R	02/08/2013	HORACE MANN LIFE INSURANCE	100.00
02/08/2013	73935	R	02/08/2013	METLIFE	175.00
02/08/2013	73936	R	02/08/2013	MG TRUST COMPANY	420.00
02/08/2013	73937	R	02/08/2013	SBG-VAA	780.00
02/14/2013	73938	R	02/14/2013	ABENDROTH HATCHERY	114.00
02/14/2013	73939	R	02/14/2013	DAVE'S ACE HARDWARE	61.42
02/14/2013	73940	R	02/14/2013	ALL 'N ONE	71.04
02/14/2013	73941	R	02/14/2013	AMERICAN AWARDS & PROMOTIONS	113.40
02/14/2013	73942	R	02/14/2013	AT & T	127.07
02/14/2013	73943	R	02/14/2013	AT&T LONG DISTANCE	577.07
02/14/2013	73944	R	02/14/2013	BADGER SPORTING GOODS CO., INC	21.32
02/14/2013	73945	R	02/14/2013	BATTERIES PLUS LLC	1,413.00
02/14/2013	73946	R	02/14/2013	BOARDMAN & CLARK LLP	1,100.00
02/14/2013	73947	R	02/14/2013	BUTTCHEN, KENDALL	48.00
02/14/2013	73948	R	02/14/2013	CATHERINE A VAN LEUVEN MD	13,050.00
02/14/2013	73949	R	02/14/2013	CEC	112.00
02/14/2013	73950	R	02/14/2013	CESA #2 DRIVERS EDUCATION	650.00
02/14/2013	73951	R	02/14/2013	CPI QUALIFIED PLAN CONSULT INC	77.25
02/14/2013	73952	R	02/14/2013	CRAIG FENRICK	60.00
02/14/2013	73953	R	02/14/2013	DALE MULDER	154.00
02/14/2013	73954	R	02/14/2013	DAN RANKIN	48.00
02/14/2013	73955	R	02/14/2013	DANIEL SIMENSON	48.00
02/14/2013	73956	R	02/14/2013	DAVID YOSS	50.00
02/14/2013	73957	R	02/14/2013	EMPATHIA INC	250.00
02/14/2013	73958	R	02/14/2013	EQUAL RIGHTS DIVISION	15.00
02/14/2013	73959	R	02/14/2013	FOUNTAIN, KRISTIN	325.00
02/14/2013	73960	R	02/14/2013	FULL COMPASS SYSTEMS LTD	17.52
02/14/2013	73961	R	02/14/2013	GAY, RONALD	325.00
02/14/2013	73962	R	02/14/2013	HALLS, JAKE	164.40
02/14/2013	73963	R	02/14/2013	HELLENBRAND INC	310.67
02/14/2013	73964	R	02/14/2013	HONEYWELL INC.	1,167.97
02/14/2013	73965	R	02/14/2013	HRYCAY, STEVEN	48.00
02/14/2013	73966	R	02/14/2013	JEFF CONN	325.00
02/14/2013	73967	R	02/14/2013	JERRY NEIS	50.00
02/14/2013	73968	R	02/14/2013	JOHN MEYERS	96.00
02/14/2013	73969	R	02/14/2013	JOHNSTONE SUPPLY	68.66
02/14/2013	73970	R	02/14/2013	JOSTENS	842.69
02/14/2013	73971	R	02/14/2013	KEN FALKNER	60.00
02/14/2013	73972	R	02/14/2013	KLOPFENSTEIN, JEFFREY	50.00
02/14/2013	73973	R	02/14/2013	KOLASCH, TONY	350.00

POST DATE	CHECK NUMBER	CHE TYP	CHECK DATE	VENDOR	AMOUNT
02/14/2013	73974	R	02/14/2013	LAKELAND CHEMICAL SPECIALTIES	84.78
02/14/2013	73975	R	02/14/2013	LANDMARK SERVICES COOPERATIVE	8,565.47
02/14/2013	73976	R	02/14/2013	LOWERY, JASON	164.40
02/14/2013	73977	R	02/14/2013	MALY ROOFING CO INC	207.34
02/14/2013	73978	R	02/14/2013	MARSDEN, SUSAN	2,606.25
02/14/2013	73979	R	02/14/2013	MERCY HEALTH SYSTEM, MBC	400.00
02/14/2013	73980	R	02/14/2013	MEYER, JAROD	60.00
02/14/2013	73981	R	02/14/2013	MILLER, DAVE	167.60
02/14/2013	73982	R	02/14/2013	MJ CARE, INC.	627.00
02/14/2013	73983	R	02/14/2013	NELSON-YOUNG LUMBER COMPANY	4.75
02/14/2013	73984	R	02/14/2013	NORTH AMERICAN MECHANICAL INC	565.05
02/14/2013	73985	R	02/14/2013	OCCUPATIONAL HEALTH CENTERS	165.80
02/14/2013	73986	R	02/14/2013	OFFICE DEPOT	17.34
02/14/2013	73987	R	02/14/2013	PARAGON DEVELOPMENT SYSTEMS	82.00
02/14/2013	73988	R	02/14/2013	PAUL, LAWRENCE	325.00
02/14/2013	73989	R	02/14/2013	THE PENWORTHY COMPANY	908.52
02/14/2013	73990	R	02/14/2013	PETTERSON PLUMBING	418.25
02/14/2013	73991	R	02/14/2013	PIGGLY WIGGLY	50.47
02/14/2013	73992	R	02/14/2013	RHYME BUSINESS PRODUCTS	689.64
02/14/2013	73993	R	02/14/2013	RHYME BUSINESS PRODUCTS LLC	1,409.93
02/14/2013	73994	R	02/14/2013	RICHARDS, ROBERT	45.70
02/14/2013	73995	R	02/14/2013	ROTO ROOTER SEPTIC TANK SERVIC	120.00
02/14/2013	73996	R	02/14/2013	SANDY LARSON	350.00
02/14/2013	73997	R	02/14/2013	SCHEMM, MARK	543.00
02/14/2013	73998	R	02/14/2013	SCHILLING SUPPLY COMPANY	3,265.25
02/14/2013	73999	R	02/14/2013	SCHLIEGER, LEEANN	350.00
02/14/2013	74000	R	02/14/2013	TAHER	38,555.30
02/14/2013	74001	R	02/14/2013	TESSMAN, AMY	350.00
02/14/2013	74002	R	02/14/2013	THORNTON, RON	48.00
02/14/2013	74003	R	02/14/2013	TRIAD SECUIRTY LLC	693.00
02/14/2013	74004	R	02/14/2013	VEIT, LISA	325.00
02/14/2013	74005	R	02/14/2013	WI ASSOC OF AGRICULTURAL EDUCA	380.00
02/14/2013	74006	R	02/14/2013	WATTS, JONATHAN	48.00
02/14/2013	74007	R	02/14/2013	WEA TRUST MEMBER BENEFITS	687.17
02/14/2013	74008	R	02/14/2013	WELDERS SUPPLY COMPANY	77.00
02/14/2013	74009	R	02/14/2013	WFCA OFFICE	570.00
02/14/2013	74010	R	02/14/2013	ZWART, MARK	60.00
02/21/2013	74011	R	02/21/2013	BUTTCHEM, KENDALL	48.00
02/21/2013	74012	R	02/21/2013	CLEMMONS, JAYE	60.00
02/21/2013	74013	R	02/21/2013	CLINTON SCHOOL DISTRICT	125.00
02/21/2013	74014	R	02/21/2013	CRAIG FENRICK	120.00
02/21/2013	74015	R	02/21/2013	DAN RANKIN	48.00
02/21/2013	74016	R	02/21/2013	DANIEL SIMENSON	48.00
02/21/2013	74017	R	02/21/2013	DAVID YOSS	146.00
02/21/2013	74018	R	02/21/2013	GROVESTEN, RONALD	48.00
02/21/2013	74019	R	02/21/2013	KENT HOLMQUIST	60.00
02/21/2013	74020	R	02/21/2013	KLOPFENSTEIN, JEFFREY	50.00
02/21/2013	74021	R	02/21/2013	LARSON, DREW	60.00
02/21/2013	74022	R	02/21/2013	ROGER HOMB	50.00
02/21/2013	74023	R	02/21/2013	SCOTT NIMZ	48.00
02/21/2013	74024	R	02/21/2013	SUPERIOR CHEMICAL CORPORATION	565.05
02/21/2013	74025	R	02/21/2013	THOMAS FENTON JR	48.00
02/21/2013	74026	R	02/21/2013	THORNTON, RON	144.00
02/21/2013	74027	R	02/21/2013	TIM DUFFY	60.00
02/21/2013	74028	R	02/21/2013	TOM MONTGOMERY	48.00
02/21/2013	74029	R	02/21/2013	WISCONSIN SCHOOL MUSIC ASSOCIA	3,177.00

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
02/25/2013	74030	R	02/22/2013	AMERIPRISE FINANCIAL SERVICES	770.00
02/25/2013	74031	R	02/22/2013	DEAN HEALTH PLANS	202,449.91
02/25/2013	74032	R	02/22/2013	DELTA DENTAL OF WISCONSIN	28,251.04
02/25/2013	74033	R	02/22/2013	EVANSVILLE EDUCATION ASSOC AUX	353.02
02/25/2013	74034	R	02/22/2013	EVANSVILLE EDUCATION ASSOC.	12,303.74
02/25/2013	74035	R	02/22/2013	FRANKLIN TEMPLETON BANK & TRUST	1,105.00
02/25/2013	74036	R	02/22/2013	HORACE MANN LIFE INSURANCE	100.00
02/25/2013	74037	R	02/22/2013	METLIFE	175.00
02/25/2013	74038	R	02/22/2013	MG TRUST COMPANY	420.00
02/25/2013	74039	R	02/22/2013	SBG-VAA	780.00
02/25/2013	74040	R	02/22/2013	SUN LIFE FINANCIAL	3,004.85
02/25/2013	74041	R	02/22/2013	TEAMSTERS LOCAL UNION 695	831.00
02/25/2013	74042	R	02/22/2013	WEA INSURANCE TRUST	4,994.09
02/28/2013	74043	R	02/28/2013	DAVE'S ACE HARDWARE	42.71
02/28/2013	74044	R	02/28/2013	ALL 'N ONE	960.78
02/28/2013	74045	R	02/28/2013	APEX LEARNING	1,950.00
02/28/2013	74046	R	02/28/2013	AT&T	745.00
02/28/2013	74047	R	02/28/2013	BROAD REACH BOOKS	361.15
02/28/2013	74048	R	02/28/2013	BUTTCHEN, KENDALL	48.00
02/28/2013	74049	R	02/28/2013	CARTER & GRUENEWALD CO., INC.	71.99
02/28/2013	74050	R	02/28/2013	CESA #2	180.00
02/28/2013	74051	R	02/28/2013	CESA 9	975.00
02/28/2013	74052	R	02/28/2013	DARYL SCHULTZ	48.00
02/28/2013	74053	R	02/28/2013	DIVERSIFIED BENEFIT SERVICES	339.06
02/28/2013	74054	R	02/28/2013	DEPART OF PUBLIC INSTRUCTION	600.00
02/28/2013	74055	R	02/28/2013	EVANSVILLE HIGH SCHOOL	415.00
02/28/2013	74056	R	02/28/2013	FIDELITEC LLC	211.00
02/28/2013	74057	R	02/28/2013	FLESCHE, JARED	60.00
02/28/2013	74058	R	02/28/2013	FOLLETT LIBRARY RESOURCES	1,750.20
02/28/2013	74059	R	02/28/2013	GROVESTEEEN, RONALD	48.00
02/28/2013	74060	R	02/28/2013	HEID MUSIC CO	6.75
02/28/2013	74061	R	02/28/2013	HONEYWELL INC.	1,124.17
02/28/2013	74062	R	02/28/2013	JET POWER TOOL REPAIR INC	133.53
02/28/2013	74063	R	02/28/2013	JIM WAHL	48.00
02/28/2013	74064	R	02/28/2013	KROHN, KIARA	42.18
02/28/2013	74065	R	02/28/2013	MANSKY, RYAN	60.00
02/28/2013	74066	R	02/28/2013	MARSDEN, SUSAN	2,512.50
02/28/2013	74067	R	02/28/2013	MIKE HAURI	68.00
02/28/2013	74068	R	02/28/2013	NASCO	88.87
02/28/2013	74069	R	02/28/2013	NELSON-YOUNG LUMBER COMPANY	94.38
02/28/2013	74070	R	02/28/2013	NORTH AMERICAN MECHANICAL INC	1,181.52
02/28/2013	74071	R	02/28/2013	OFFICE DEPOT	46.68
02/28/2013	74072	R	02/28/2013	THE PENWORTHY COMPANY	662.97
02/28/2013	74073	R	02/28/2013	PIGGLY WIGGLY	66.66
02/28/2013	74074	R	02/28/2013	R.A. HEATING & AIR COND., INC.	255.00
02/28/2013	74075	R	02/28/2013	RHYME BUSINESS PRODUCTS	62.00
02/28/2013	74076	R	02/28/2013	SCHOLASTICE MAGAZINES	123.75
02/28/2013	74077	R	02/28/2013	SEW MANY THREADS, LLC	8.00
02/28/2013	74078	R	02/28/2013	SMART APPLE MEDIA	581.48
02/28/2013	74079	R	02/28/2013	SUPERIOR CHEMICAL CORPORATION	395.45
02/28/2013	74080	R	02/28/2013	TRUGREEN	1,955.10
02/28/2013	74081	R	02/28/2013	VOIGT MUSIC CENTER	238.23
02/28/2013	74082	R	02/28/2013	WE ENERGIES	28,520.30
02/28/2013	74083	R	02/28/2013	WIL-KIL PEST CONTROL	272.00
02/15/2013	2013022	M	02/15/2013	AT & T	1,748.10
02/15/2013	2013023	M	02/15/2013	EVANSVILLE WATER & LIGHT DEPT	36,442.98

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
02/15/2013	2013024	M	02/15/2013	U.S. CELLULAR	175.76
02/14/2013	121300118	A	02/14/2013	ASHBY, VAUNCE	88.80
02/14/2013	121300119	A	02/14/2013	BUTTCHEN, HEATHER	3.33
02/14/2013	121300120	A	02/14/2013	GRANSEE, KELLEY	350.00
02/14/2013	121300121	A	02/14/2013	HAEGELE, LEANN	350.00
02/14/2013	121300122	A	02/14/2013	HURLEY, NANCY	109.84
02/14/2013	121300123	A	02/14/2013	KETTLE, MARY	43.29
02/14/2013	121300124	A	02/14/2013	KRUPKE, STEVEN	231.00
02/14/2013	121300125	A	02/14/2013	MARSHALL, KIMBERLY	7.94
02/14/2013	121300126	A	02/14/2013	RASMUSSEN, JOHN	127.46
02/14/2013	121300127	A	02/14/2013	SLABACK, JACOB	22.20
02/28/2013	121300128	A	02/28/2013	GARD, LINDA	27.75
02/28/2013	121300129	A	02/28/2013	KATZENMEYER, JENNY	30.00
02/28/2013	121300130	A	02/28/2013	KATZENMEYER, KIMBERLY	136.53
02/28/2013	121300131	A	02/28/2013	MOYER, DEBRA	1,471.25
02/28/2013	121300132	A	02/28/2013	NIMZ, PATRICIA	46.62
02/28/2013	121300133	A	02/28/2013	ROTH, JERRY	366.30
02/28/2013	121300134	A	02/28/2013	STRIEKER, JUDITH	175.00
				Totals for checks	499,520.14

