



Department of Talent & Culture

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MISSION STATEMENT

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

To: D.C. Everest School Board
From: Department of Talent and Culture
Date: July 16, 2025
Subject: 2025-2026 Employee Handbook

The 2025-2026 Employee Handbook has been updated to reflect current policy as well as the following key adjustments:

- Policies and Notifications:
 - Moved from the beginning of the handbook to a new appendix to include relevant and required Board policies
- Sick Leave Donation Bank:
 - Clarification of definition of “out of the ordinary” medical situations for purposes of accessing the district’s sick leave donation bank
- Inclement Weather Days:
 - Addition of the option for school year and extended year hourly employee to work normal or partial hours on inclement weather days
- Benefits Updates:
 - Addition of optional accident insurance offering
 - Adjustment of dental insurance eligibility to those working 30 hours or more per week
- Post-Employment HRA Benefit (Board Approved June 2025)
 - Updates to the post-employment HRA benefit for employees hired prior to July 1, 2014
 - Removal of reduction in benefit for those 65 and older
 - Addition of the new post-employment HRA benefit for employees hired after July 1, 2014
- Voluntary Retirement Incentive
 - Addition of a retirement incentive for at-will, salaried, and hourly employees who are vested and have met the requirements for the post-employment HRA benefit

- Performance Reviews:
 - Addition of evaluation expectations for employees including frequency of performance reviews
- School Nutrition Employees:
 - Removal of Profit-Sharing Plan
 - Removal of certification incentive
- Teacher Assignments and Transfers:
 - Addition of clarifying language related to in-district transfers