



2024-2025 Employee Benefits Open Enrollment Is Almost Here!

The open enrollment period for employee health, dental, and vision benefits will be May 6 – 17. Please check your email for important information and resources for 2024-2025 enrollment as well as information on 2024-2025 FSA (Flexible Spending Account) enrollment.



Appointments: 414-777-3463

Location: 4850 S. 60th Street
Greenfield, WI 53220

On the campus of Greenfield High School, adjacent to the Fitness Center. Parking and entrance will be on the south side of the High School (Natatorium entrance; Door 11)

Clinic Hours

Monday	7:30 a.m. - 2:00 p.m.
Wednesday	8:30 a.m. - 5:00 p.m.
Friday	6:30 a.m. - 1:00 p.m.

WORKPLACE CLINIC SUMMER HOURS

JUNE 10 – JULY 31, 2024

Click [HERE](#) for Schedule

WORKPLACE CLINIC SERVICE HIGHLIGHT

(click)

Health & Wellness Spotlight

Take a look at the most recent [Live Well, Work Well](#) newsletter on the following topics:

- The Health Benefits of Walking
- Seasonal Allergies
- 2024's Best Diet

GREENFIELD BENEFIT HIGHLIGHT!



The **Greenfield Wellness Stipend** offers employees an annual reimbursement of up to \$100 for costs associated with employee health and wellness. Employees who are eligible for the District's group health insurance plan may participate.

[Employee Wellness Stipend Form](#)

ATTENTION LIFETIME LICENSE HOLDERS!

Those Lifetime license holders due this year must submit the 5900 application by 6/30/2024. When downloading those due (for multiple licenses held), regardless of date (e.g. 11/15/2024), the application must be submitted by **6/30/2024**. Additional information can be found on the related [WIS DPI application directions page](#).

GREENFIELD FITNESS CENTER

All School District of Greenfield employees are eligible for a free fitness center membership. This is a great way help you maintain or reach your goals. For more information and fitness center hours check out the center's [website](#).

National Board Certification Stipend

Any employee eligible for an annual stipend for having National Board Certification should complete [THIS FORM](#) by June 1, 2024. You will be prompted to upload a copy of your certificate, and stipends will be paid on the June 14, 2024 pay. Please contact Dave Williams with any questions.



ETF Learning Opportunity/Update - June Webinars 2024

To avoid connectivity issues during webinars, we highly recommend using Google Chrome as your web browser.

[Webinar Catalog](#)

JUNE WEBINARS

Overview of the Wisconsin Retirement System

Are you new to the Wisconsin Retirement System? We'll let you know what to expect.

By the end of this webinar, you will be able to:

- Identify and explain the elements of the Wisconsin Retirement System.
- Explain how the WRS pension works.
- Identify benefits available through the WRS.
- Find resources for more information.

Wed, June 5, 2024 1:00 pm - 1:30 pm
Thu, June 20, 2024 11:00 am - 11:30 am

To register, go
to: <https://register.gotowebinar.com/rt/223521256812769372>

Variable Fund

Does putting money in the Variable Fund make sense for you? You and your employer put money in to your WRS account to save for your future. The money in your account is then invested to increase your savings. By default, your money goes into the Core Fund, but you can choose to put half your money into the Variable Fund.

By the end of this webinar, you will be able to:

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- Define Variable Trust Fund and explain how it works.
- Analyze how the Variable Fund can affect your retirement benefit.
- Elect to join or cancel the Variable Fund.

Thu, June 13, 2024 11:00 am - 11:30 am
Tue, June 25, 2024 1:00 pm - 1:30 pm

To register, go
to: <https://register.gotowebinar.com/rt/704929228895082328>

Preparing for Your Retirement

Planning to retire in the next 5 years? Then this webinar is for you. Learn about your WRS benefits and the retirement process.

By the end of this webinar, you will be able to:

- Explain how the WRS retirement benefit works.
- Recognize eligibility and prepare to apply for benefits.
- Identify the different types of annuity options.
- Prepare for health and life insurance changes in retirement.
- Find additional resources.

Wed, Apr 24, 2024 6:00 pm - 7:00 pm
Wed, May 8, 2024 11:00 am - 12:00 pm
Thu, May 23, 2024 6:00 pm - 7:00 pm
Tue, Jun 11, 2024 1:00 pm - 2:00 pm
Wed, Jun 26, 2024 6:00 pm - 7:00 pm
Wed, Jul 10, 2024 11:00 am - 12:00 pm
Thu, Jul 25, 2024 6:00 pm - 7:00 pm
Tue, Aug 6, 2024 1:00 pm - 2:00 pm
Wed, Aug 21, 2024 6:00 pm - 7:00 pm
Thu, Sep 12, 2024 11:00 am - 12:00 pm
Thu, Sep 26, 2024 6:00 pm - 7:00 pm

To register, go
to: <https://register.gotowebinar.com/rt/2203176546143510361>



MAY WEBINARS

Additional Contributions

Looking to increase your WRS retirement? Learn how Additional Contributions can increase your WRS retirement benefit.

By the end of this webinar, you will be able to:

- Define additional contributions.
- Identify how additional contributions increase your retirement fund.
- Arrange to make additional contributions to your WRS account(s).
- Find and use ETF resources to calculate your additional contribution amount.

Wed, May 8, 2024 6:00 pm - 6:30 pm
Thu, May 16, 2024 11:00 am - 11:30 am
Wed, May 22, 2024 1:00 pm - 1:30 pm

To register, go

to: <https://register.gotowebinar.com/rt/3679792077778752346>

Beneficiary Designations – What Happens to My Account When I Die?

Death is never easy to talk about, but it's important to know where your money is going. Learn what happens to your WRS account when you pass away, why it's important to designate a beneficiary and the importance of keeping your account up-to-date.

By the end of this webinar, you will be able to:

- Define beneficiary and standard sequence.
- Explain the importance of a beneficiary form.
- Identify who or what could be a beneficiary.
- Select the appropriate beneficiary form.
- Update your beneficiary.

Thu, May 9, 2024 11:00 am - 11:30 am

To register, go

to: <https://register.gotowebinar.com/register/6640197448751597912>

Understanding Your Annual WRS Statement of Benefits

Your annual Statement of Benefits shows you the current state of your WRS account. Not sure about something on your statement? Watch this webinar with your statement in hand. We'll walk you through each section.

By the end of this webinar, you will be able to:

- Explain the purpose of the Statement of Benefits (ET-7365).
- Analyze the sections of your Statement of Benefits.
- Interpret your retirement benefit calculations.
- Find resources for more information.

Wed, May 1, 2024 1:00 pm - 1:30 pm

To register, go

to: <https://register.gotowebinar.com/rt/702005122779112027>

WRS Effective Rates and Annuity Adjustments

Each year you may see changes to the amount of your retirement payment. We'll discuss why and how these changes happen.

By the end of this webinar, you will be able to:

- Define WRS effective rate and annuity adjustment.
- Explain how the Core Trust Fund and Variable Trust Fund effective rates are calculated.
- Explain how the Core Trust Fund and Variable Trust Fund annuity adjustments are calculated.



Thu, May 2, 2024 11:00 am - 11:30 am
Tue, May 14, 2024 1:00 pm - 1:30 pm
Wed, May 22, 2024 11:00 am - 11:30 am

To register, go

to: <https://register.gotowebinar.com/rt/2816230146393650271>

APRIL WEBINAR

How to Use ETF's Online Retirement Calculator

Curious about how much money you'll get during retirement? Our most used online tool, the retirement calculator, lets you see how much money you may get in the future.

By the end of this webinar, you will be able to:

- Find information on your Statement of Benefits used for calculations.
- Enter information into the WRS Retirement Benefits Calculator.
- See an unofficial estimate of your WRS Retirement Benefits online.

Tue, Apr 30, 2024 11:00 am - 11:30 am

To register, go

to: <https://register.gotowebinar.com/rt/3335641639170976345>

[Register for a Webinar](#)

Leave Requests After April 30

This is a reminder that some employee handbooks may contain additional rules that apply for leave taken after April 30. If this applies to you, generally, for school year employees, please be aware of the following, and check your respective employee handbook for additional information regarding leave.

- Leave days shall not be used to extend holidays, breaks or to vacation on scheduled work days

- The following reasons for absences after April 30 qualify for paid leave days:
 - On extended medical leave;
 - Having a pre-approved paid medical leave request filed with a doctor's excuse;
 - Having a legitimate, unplanned medical issue substantiated with an administrator;
 - The absence was due to an unavoidable emergency that is adequately substantiated.

In an effort to be consistent and equitable across the district, leave request decisions will follow respective employee handbook guidelines as much possible.

2024-2025 DISTRICT LEARNING CALENDAR

Important Payroll Calendar Dates

Please be aware of the following payroll calendar dates for school year employees:

- June 14, 2024 – Final Pay Date (additional payment for those who opted for 26 pays)*
- September 6, 2024 – First Pay Date for 2024-2025
- June 27, 2025 – Final Pay Date for 2024-2025 (additional payment for those who opted for 26 pays)

*Note: some hourly employees may receive a smaller paycheck on 6/28.

UPCOMING CALENDAR REMINDERS

May 6-17 - Employee Benefits Open Enrollment Window
May 24 - Districtwide Professional Learning @ Alverno
May 27 - Memorial Day (No School)
June 6 - Last Day of School

District HR Contacts

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