

Business Office

Last Updated Monday, February 22 2016 13:21

Overview

The Washington Community Schools Business office is located in the central administration building at 404 W. Main St. in Washington, Iowa. Regular office hours are from 7:30 AM until 4:00 PM Monday through Friday.

Jeffery A. Dieleman
Business Manager / Board Secretary

[Contact Jeff Dieleman](#)

Business Office Staff

Allison Kauffman
Payroll Secretary

[Contact Allison Kauffman](#)

Diana Schneider
Accounts Payable Secretary

[Contact Diana Schneider](#)

Lori Swan

Business Manager Secretary

[Contact Lori Swan](#)

Business Office Documents

[Service Bidding Procedures](#)

Finance Info:

[District Finance Report Card](#)

[Property Tax Levy Information](#)
[Proposed Fiscal Year School Budget](#)

Forms:

[Employee Absence Report \(Fillable\)](#)

*note this form must be opened in Adobe Acrobat Reader

[Monthly Timesheet](#)

[Request for Expense Reimbursement](#)

[Application for Employment](#)