

**GERMANTOWN SCHOOL DISTRICT  
NOTICE OF BOARD OF EDUCATION MEETING  
District Administrative Offices - Board Room  
N104 W13840 Donges Bay Road  
Germantown, WI 53022**

**Monday, July 30, 2012  
7:00 p.m.**

**AGENDA**

- 7:00 I. Meeting Called to Order and Pledge of Allegiance  
A. Official Meeting Notification  
B. Roll Call
- 7:00 II. Citizen Comments (15 Minutes):  
Community Members are invited to share their questions, comments, or concerns with the School Board. When speaking, citizens should state their name for the record. The presentation time frame shall be determined by the Board President once an indication of the number of people wishing to speak is made. Wisconsin law authorizes the school board to receive information from members of the public. Where possible, the Board will answer factual questions immediately or may provide a written response if information is not available. If a response would involve discussion of Board Policy or decisions which might be of interest to citizens not present at the meeting, the Board may place the item on a future meeting agenda. Comments which may be injurious to school district personnel or other individuals will not be allowed.
- 7:15 III. Approval of Agenda
- 7:15 IV. Approval of Minutes  
A. July 16, 2012 Board of Education Meeting
- 7:15 V. Correspondence, Reports, and Information Items  
A. Mission Sightings
- 7:20 VI. Insurance Committee  
A. Discussion with appropriate action regarding health insurance.  
B. Update on remaining items from July 23, 2012 Insurance Committee meeting.
- 7:45 VII. Personnel Committee  
A. Discussion with appropriate action regarding resignations.  
B. Discussion with appropriate action regarding new contracts.  
C. Discussion with appropriate action regarding processes, methodology, and timelines for district administrator evaluation.  
D. Discussion with appropriate action regarding administrator benefits plan.  
E. Update on remaining items from July 23, 2012 Personnel Committee meeting.
- 8:15 VIII. Finance Committee  
A. Discussion with appropriate action regarding equipment sales.  
B. Update on items discussed at July 30, 2012 Finance Committee meeting.

- 8:30 IX. New Business
- A. Discussion with appropriate action regarding district logo.
  - B. Discussion with appropriate action regarding FC Milwaukee fee waiver request.
  - C. Discussion with appropriate action to approve new contracts.
  - D. Discussion with appropriate action to approve resignations.

- 8:45 X. Closed Session - The Board will take action to enter into closed session pursuant to Section 19.85(1)(c), 19.85(1)(f), and Section 19.85(1)(g).

Section 19.85(1)(c) reads: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Section 19.85(1)(f) reads: Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Section 19.85(1)(g) reads: Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- A. Approval of July 16, 2012 Board of Education Closed Session Minutes.
- B. Approval of July 24, 2012 Board of Education Closed Session Minutes.
- C. Discussion regarding legal, contractual, procedural and personnel issues concerning current administrators.
- D. Discussion regarding hiring of Kennedy Middle School principal.
- E. Discussion regarding Director of Pupil Services contract.
- F. Discussion regarding employee resignation agreement.

- XI. Open Session

- A. Discussion with possible action regarding approval of Kennedy Middle School principal contract.
- B. Discussion with appropriate action regarding approval of Director of Pupil Services contract.

- XII. Adjourn

**GERMANTOWN SCHOOL DISTRICT**  
**GERMANTOWN, WISCONSIN 53022**  
**MINUTES OF THE BOARD OF EDUCATION**  
**July 16, 2012**

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg with the Pledge of Allegiance and a moment of silence in the District Offices Board Room at 7:07 p.m. District Administrator Dr. Susan Borden read the official meeting notification. Roll Call: Soderberg – yes, Kline – yes, Loth – yes, Barney – yes, Larson – yes. Board members Warnimont and Spies - absent (excused).
2. Motion by Kline, second by Larson to enter into closed session pursuant to Section 19.85(1)(c), 19.85(1)(e), 19.85(1)(f), and 19.85(1)(g) to approve June 25, 2012 closed session meeting minutes, confer with legal counsel regarding legal, contractual, procedural, and personnel issues concerning long term care benefits for retired administrators, confer with legal counsel regarding legal, contractual, procedural, and personnel issues concerning current and future benefits for current administrators and discussion regarding evaluation of the district administrator. Roll call vote: Kline – yes, Loth – yes, Barney – yes, Larson – yes, Soderberg - Yes. Motion carried. The Board entered into closed session at 7:09 p.m.
3. The Board of Education returned to open session at 8:43 p.m.
4. District resident and St. Boniface representative Tom Albiero addressed the Board regarding transportation of Germantown students to St. Boniface from within the St. Mary's boundary area of the Germantown School District.
5. District resident Cathy Plank urged the Board to keep the arts in the schools and referenced a Milwaukee Journal Sentinel article on school boards.
6. Motion by Larson, second by Kline to approve the agenda.
7. Motion by Soderberg, second by Barney to amend the motion to approve the agenda with the removal of *with appropriate action* from item X.C. Motion carried.
8. Vote on original motion by Larson, second by Kline to approve the agenda with the amendment of item X.C. to read as *Discussion regarding private school busing*. Motion carried.
9. Motion by Larson, second by Kline to approve consent agenda item donations as follows:  
  
Accept the donation of five sets of soccer goals (value undetermined) and maintenance of the nets from Germantown Soccer Club, currently placed at County Line, MacArthur, Rockfield, Kennedy Middle School and Germantown High School.  
  
Motion carried.
10. Dr. Borden presented a report on mission sightings in the district. Board President Soderberg added information regarding the Germantown Band Boosters golf outing and recognized district softball and baseball teams and coaches.

11. Dr. Borden updated the Board on the status of development of a new district logo and presented copies of the examples.
12. Director of Technology Marc Gabrysiak presented an analysis of copy center costs created with the assistance of district comptroller Julie Thoreson. Mr. Gabrysiak invited questions from the Board after they have had a chance to review the document.
13. Recommendation from Building Committee to approve the installation of security doors at Kennedy Middle School in the B-Wing west of the Gold offices to enhance security in an amount not to exceed \$8,000 with funds from the Village of Germantown and Germantown School District Non-Lapsing Operating Fund (facility fund). Motion carried.
14. Director of Business Ric Ericksen informed the Board that the Building Committee is in the process of reviewing and negotiating the contract terms of the Village of Germantown Intergovernmental Agreement that was extended until March of 2013 at the June 25, 2012 Board of Education meeting and that they will continue to discuss the agreement at the next Building Committee meeting on August 8, 2012. Mr. Ericksen also updated the Board on the progress of bathroom remodeling at the high school.
15. Transportation Committee Chair Michael Loth informed the Board that the committee continued discussion regarding the district-wide transportation contract with Riteway at their meeting on July 11, 2012. A Letter of Non-extension with the ability to rescind said letter within 90 days pending successful negotiation of contract term, rate, and out clause, and with the contract final end date being June 30, 2013 was mailed to Riteway on June 26, 2012. A meeting will be scheduled with Riteway for preliminary discussion of contract renewal within the next ninety days. The Board will discuss transportation contract negotiations in a closed session meeting on August 8, 2012.
16. Transportation Committee Chair Michael Loth informed the Board that at the June 18, 2012 meeting, Transportation Committee members continued to discuss and agreed not to begin a Buy-a-Seat program in the district but rather continue to use current practices to determine if and when non-eligible students may ride buses.
17. Mr. Loth also informed the Board that at the June 25, 2012 Board of Education meeting, a motion by Warnimont and second by Larson to change the attendance area designated as St. Mary's so that it becomes a shared attendance area with St. Boniface was carried and that students residing in the St. Mary's disputed area that attend St. Boniface may now be bused by the Germantown School District.
18. Insurance Committee Chair Tom Barney updated the Board on discussion that took place at the July 11, 2012 Insurance Committee meeting with district insurance consultant Greg Kamps who indicated that WPS, WCA, and UHC had all declined to bid on district health insurance and that Anthem and Humana returned bids but were not competitive. Mr. Barney indicated the committee will continue to review and compare different WEA plans at the July 23, 2012 Insurance Committee meeting and plan to have a contract ready to vote on at the July 30, 2012 or August 13, 2012 Board of Education meeting.

19. Recommendation from Policy Committee to adopt the draft Sister-School agreement and forward to NEOLA to assign a policy number and post. Motion carried.
20. Recommendation from Policy Committee to approve the revisions to Policy 6680 – Recognition and forward to NEOLA make the changes and post the revised policy. Motion carried.
21. Recommendation from Policy Committee to approve revisions to Policy 2340 - Field and Other District Sponsored Activities with the change of “shall” to “may” to read ....*except WIAA competitions which may be approved by the District Administrator* and forward to NEOLA to make the changes and post the revised policy. Motion carried.
22. Recommendation from Personnel Committee to approve lane division advancement for the 2012-2013 school year not to exceed \$98,600 based on the existing 2010-2011 salary schedule and to stipulate that credits applicable to education advancement on the salary schedule must be from an accredited university in support of their core position as approved by administration on the designated application form. Motion carried.
23. Recommendation from Personnel Committee to direct the Policy Committee to review revisions or develop a new policy regarding exit interview procedures for the future. Motion carried.
24. Recommendation from Personnel Committee to accept the resignation of Ryan Demers effective June 26, 2012, thank him for his six years of service in the district, proceed with posting the position, and assess the \$500 contract liquidation damages. Motion carried.
25. Recommendation from Personnel Committee to accept the resignation of Steven Daddio effective July 27, 2012, thank him for his three years of service in the district, and proceed with posting the position. Motion carried.
26. Recommendation from Personnel Committee to approve 2012-2013 letters of employment for Devon Polzar at a proposed salary of \$27,852.00, Heidi Henderson at a proposed salary of \$23,645.70, Kristin Dhein at a proposed salary of \$34,815.00, Jessica Gunderson at a proposed salary of 56,595.00, Stephanie Pollpeter at a proposed salary of \$34,815.00, and Annette Schwebel at a proposed salary of \$58,980.00. Motion carried.
27. Recommendation from Personnel Committee to proceed with implementing the updates to the Employee Handbook regarding sick and personal day leave for teachers as follows:
  - 1.) Starting with the 2011-12 school year, certified staff under individual teacher contracts, accumulated leave will be capped at 70 days. Any of the employees who have accrued beyond 70 (seventy) days as of June 30, 2011, will be able to use the accumulated leave days, but will not be granted additional sick or personal days beyond 70 (seventy). **(For a vast majority of our staff; that is 285 of 286 teachers, this is not a change.)**
  - 2.) During the 2011-12 school year, certified staff under individual teacher contracts will be allowed ten (10) leave days per year. Leave days are pro-rated in the first three years of employment in the district (one day after completing eighteen (18) work days, two days after 36 work days, continuing in increments of one day per eighteen (18) work days). After three years of continuous employment, three (3) additional days are awarded. **(No change to previous process for this year.)**

- 3.) Beginning in the 2012-13 school year, certified staff under individual teacher contracts, will be allowed ten (10) days per year. **(This is a reduction of three (3) days for those with three or more years with the district.)**

and proceed with implementing the update to the Employee Handbook regarding personal leave to include the addition of “*without a written request of the employee stating the reason and written approval from the director of Human Resources*, no more than two personal days may be used concurrently, personal days will not be permitted for days immediately before or after Thanksgiving, Christmas, or Spring Break, nor before September 15, or after May 15. Motion carried.

28. The Personnel Committee indicated they will continue to work on developing a process, procedure, and timeline for the district administrator evaluation.
29. Motion by Barney, second by Loth to approve the district administrator’s course and reimbursement request. Motion carried.
30. Motion by Larson, second by Barney to approve middle school co-curricular contracts. Motion carried.
31. Director of Business Ric Ericksen provided background on the FC Milwaukee group’s request to be considered a priority one group for district facility use requests and waiver of fees. Dr. Borden recommended that the decision stand for FC Milwaukee to remain a group five organization with appropriate fees at this time and requested that Board members refer calls to her if they are contacted by FC Milwaukee representatives.
32. Motion by Barney, second by Larson to approve the Novell three year lease agreement. Motion carried.
33. Motion by Larson, second by Barney to proceed with the asphalt projects with County Line, Germantown High School and Kennedy Middle School as priorities, in an amount not to exceed \$128,000 and award the project to Payne & Dolan Inc. Motion carried.
34. Motion by Larson, second by Kline to adjourn. Motion carried.
35. Board President Soderberg declared the meeting adjourned at 9:39 p.m.

Jayne Borst  
Recording Secretary

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Diana Kline  
School Board Clerk



**GERMANTOWN SCHOOL DISTRICT**

**TO:** Insurance Committee                      **TOPIC:** Health Insurance  
**FROM:** Dr. Susan Borden                      **BOARD MEETING:** July 30, 2012  
**DATE:** July 24, 2012                      **AGENDA ITEM:** V.I.A.

The Insurance Committee met on Monday, July 23, 2012 and continued discussion regarding employee health insurance with district insurance consultant Greg Kamps. Insurance Committee members discussed the various WEA base plan options and are ready to make a recommendation to the full Board for approval.

**RECOMMENDATION:** Proceed with WEA Base Plan 80/20 with a \$1,000 individual/\$2,000 family deductible for employee health insurance netting a 2.19% savings for the 2012-2013 school year.



**WEA Trust BASE \$1,000 Ded 80/20 Option on Non-AFSCME Employees**

PLAN STATUS CARRIER Effective Date PLAN(S)	CURRENT PLAN WEA Trust 10/1/2011 AFSCME		CURRENT PLAN WEA Trust 10/1/2011 Non-AFSCME		RENEWAL PLAN WEA Trust 10/1/2012 AFSCME		RENEWAL PLAN WEA Trust 10/1/2012 Non-AFSCME	
	PRO In-Net	PRO Out-Net	PRO In-Net	PRO Out-Net	PRO In-Net	PRO Out-Net	PRO In-Net	PRO Out-Net
<b>PLAN BASICS</b>								
Individual Deductible	\$100	\$200	\$500	\$1,000	\$100	\$200	\$1,000	\$1,500
Family Deductible	\$200	\$400	\$1,000	\$2,000	\$200	\$400	\$2,000	\$3,000
Coinsurance Level	100%	80%	80%	60%	100%	80%	80%	60%
Individual Out-of-Pocket Maximum	\$1,000	\$1,450	\$1,750	\$3,500	\$100	\$1,450	\$2,250	\$4,000
Family Out-of-Pocket Maximum	\$200	\$2,900	\$3,500	\$7,000	\$200	\$2,900	\$4,500	\$8,000
Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
<b>OTHER PLAN DETAILS</b>								
Emergency Room (twice / submitted)	\$25 co-pay, Ded, Coins	\$25 co-pay, Ded, Coins	\$150 co-pay, Ded, Coins	\$150 co-pay, Ded, Coins	\$25 co-pay, Ded, Coins	\$25 co-pay, Ded, Coins	\$150 co-pay, Ded, Coins	\$150 co-pay, Ded, Coins
Urgent Care	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins	\$10 co-pay, Ded, Coins
Office Visit	Ded + Coins	\$10 co-pay, Ded, Coins	Ded + Coins	\$10 co-pay, Ded, Coins	Ded + Coins	\$10 co-pay, Ded, Coins	Ded + Coins	\$10 co-pay, Ded, Coins
Prescription Drugs								
Value Choice								
Generic	N/A	N/A	\$0 Copay	\$0 Copay	N/A	N/A	\$0 Copay	\$0 Copay
Formulary Brand	\$5 Copay	\$5 Copay	\$10 Copay	\$10 Copay	\$5 Copay	\$5 Copay	\$10 Copay	\$10 Copay
Non-Formulary Brand	\$25 Copay	\$25 Copay	\$25 Copay	\$25 Copay	\$25 Copay	\$25 Copay	\$25 Copay	\$25 Copay
Mail Order Program	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail
<b>RATES</b>								
Employee	\$827.62	\$827.62	\$726.12	\$726.12	\$884.73	\$884.73	\$703.14	\$703.14
Family	\$1,881.22	\$1,881.22	\$1,619.16	\$1,619.16	\$2,011.02	\$2,011.02	\$1,554.40	\$1,554.40
Medicare Single			\$433.48	\$433.48			\$459.52	\$459.52
Medicare Family			\$866.96	\$866.96			\$919.04	\$919.04
Medicare Special			\$1,159.60	\$1,159.60			\$1,162.66	\$1,162.66
<b>EMPLOYEE COUNTS</b>								
Employee	63	63	63	63	63	63	63	63
Family	237	237	237	237	237	237	237	237
Medicare Single	1	1	1	1	1	1	1	1
Medicare Special	7	7	7	7	7	7	7	7
AFSCME Single	11	11	11	11	11	11	11	11
AFSCME Family	37	37	37	37	37	37	37	37
Monthly Premium								
Annual Premium	78,708.96	78,708.96	\$438,037.16	\$438,037.16	\$84,139.77	\$84,139.77	\$421,288.76	\$421,288.76
Total Monthly Premium	\$944,507.52	\$944,507.52	\$5,256,445.92	\$5,256,445.92	\$1,009,677.24	\$1,009,677.24	\$5,055,465.12	\$5,055,465.12
Total Annual Premium			\$516,746.12	\$516,746.12			\$505,428.53	\$505,428.53
% Change from Current	n/a	n/a	\$6,200,953.44	\$6,200,953.44			\$6,065,142.36	\$6,065,142.36
% Change from Current	n/a	n/a	n/a	n/a			(\$135,811.08)	(\$135,811.08)
Rate Guarantee	10/1/11	10/1/11	10/1/11	10/1/11	10/1/11	10/1/11	10/1/11	10/1/11
Commission Level	NA	NA	NA	NA	NA	NA	NA	NA
<b>Supplemental Compensation</b>								
The analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.								

While GBS does not guarantee the financial viability of any health insurance carrier or market, it is an area we recommend that clients closely scrutinize when selecting a health insurance carrier or HMO. There are a number of rating agencies that can be referred to including, A.M. Best, Fitch, Moody's, Standard & Poor's, and Weiss Ratings (TheStreet.com). Generally, agencies that provide ratings of U.S. Health Insurers, including traditional insurance companies and other managed care (e.g., HMO) organizations, reflect their opinion based on a comprehensive quantitative and qualitative evaluation of a company's financial strength, operating performance and market profile. However, these ratings are not a warranty of an insurer's current or future ability to meet its contractual obligations.

**GERMANTOWN SCHOOL DISTRICT**

**TO:** Board Members

**TOPIC:** Resignations

**FROM:** Cynthia Coley

**BOARD MEETING:** July 30, 2012

**DATE:** July 25, 2012

**AGENDA ITEM:** VII. A.

The Personnel Committee reviewed this item at the July 23, 2012 meeting and is ready to forward to the Board with a positive recommendation for approval.

Jennifer Donovan, 8<sup>th</sup> Grade Reading and Language Arts teacher at Kennedy Middle School, recently submitted her letter of resignation effective immediately. Jennifer was hired in August of 1999, serving the district for thirteen years.

**RECOMMENDATION:** Accept the resignation of Jennifer Donovan effective immediately with the implementation of \$500 liquidation damages, thank her for her thirteen years of service to the Germantown School District, and proceed with posting and filling the position







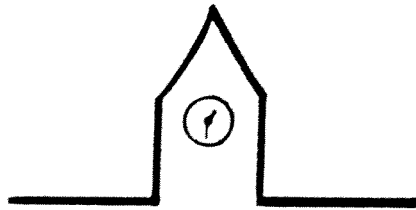
# **Germantown School District**

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Empower and Inspire  
Every Student to Success

# **Germantown School District**

*Empower and Inspire Every  
Student to Success*



**Germantown School District**

*"Empower and Inspire Every Student to Success"*

GERMANTOWN



SCHOOL DISTRICT

*Empower and inspire  
every student to success*

Germantown




School District

*EMPOWER and INSPIRE every student to SUCCESS*

**Germantown School District**  
Empower and ~~\_\_\_\_\_~~  
Inspire Every Student To Success



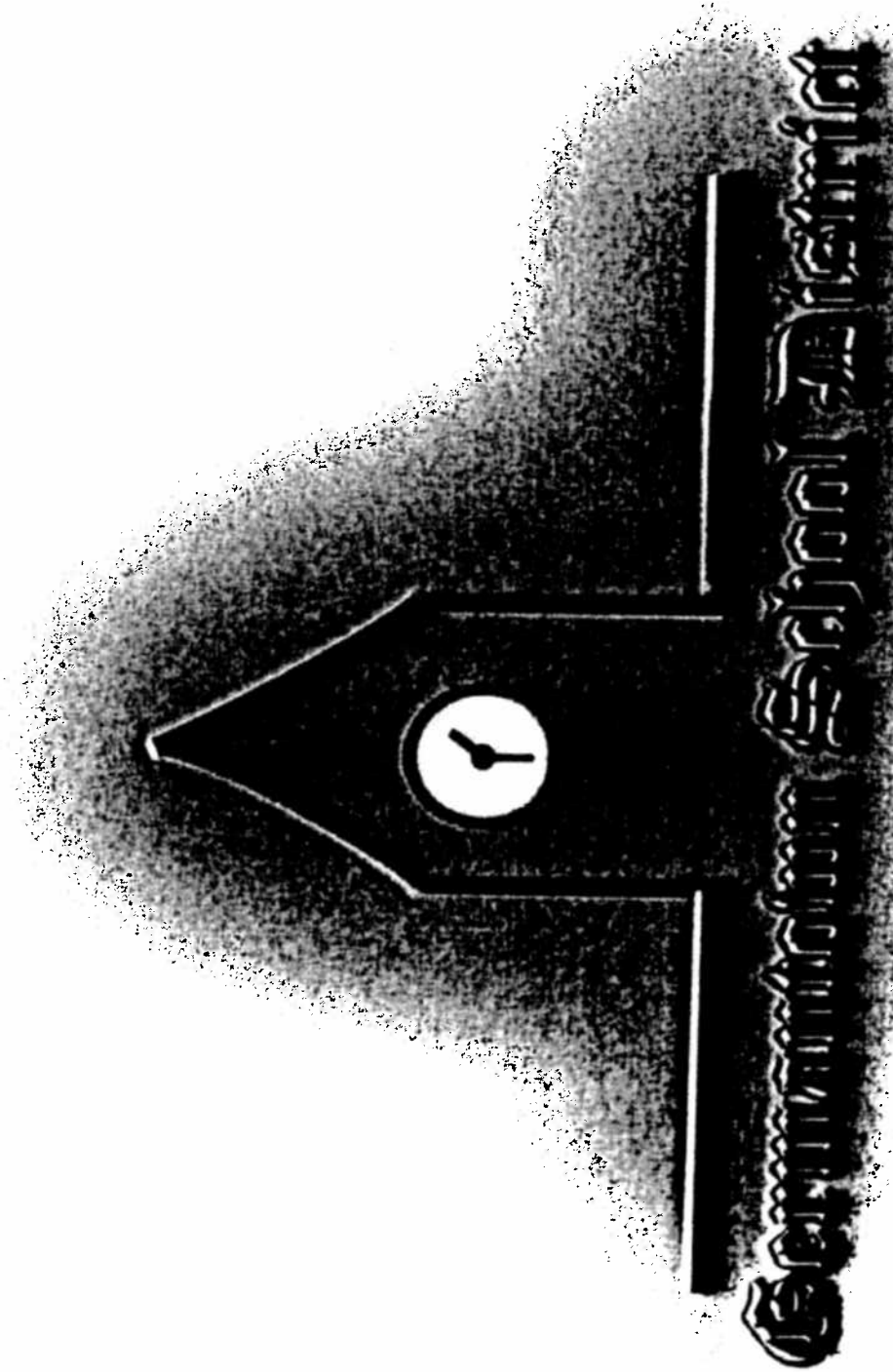
**Germantown  
School  
District** 

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**Empower and Inspire Every  
Student To Success**





**"Inspiring and empowering every student to success"**



**Georgetown School District**  
"Inspiring and empowering every student to succeed"

1

**GERMANTOWN  
SCHOOL DISTRICT**

"EMPOWER AND INSPIRE  
EVERY STUDENT TO SUCCESS"



2

**GERMANTOWN  
SCHOOL DISTRICT**

"EMPOWER AND INSPIRE EVERY STUDENT TO SUCCESS"



3



**GERMANTOWN  
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"EMPOWER AND INSPIRE  
EVERY STUDENT TO SUCCESS"

4



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"EMPOWER AND INSPIRE  
EVERY STUDENT TO SUCCESS"

6



**GERMANTOWN  
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EVERY STUDENT TO SUCCESS"

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"EMPOWER AND INSPIRE EVERY STUDENT TO SUCCESS"

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"EMPOWER AND INSPIRE EVERY STUDENT TO SUCCESS"





**GERMANTOWN SCHOOL DISTRICT**

**TO:** All Board Members                      **TOPIC:** Resignations  
**FROM:** Cynthia Coley                      **BOARD MEETING:** July 30, 2012  
**DATE:** July 25, 2012                      **AGENDA ITEM:** IX.D.

Christopher Weiss, Biology teacher at Germantown High School, recently submitted his letter of resignation effective immediately. Christopher was hired in August of 2005, serving the district for seven years.

**RECOMMENDATION:** Accept the resignation of Christopher Weiss effective immediately, thank him for his seven years of service to the Germantown School District, and proceed with posting and filling the position

\*Note: Per the Employee handbook, "if the instructional employee resigns after June 1, the employee will incur liquidation damages in the sum of \$500.00"



Danielle Goodman  
Human Resources Secretary  
Germantown School District  
262-253-3915

>>> Christopher Weiss 7/24/2012 9:55 AM >>>  
7/24/12

To whom it may concern,

I am writing to inform you of my intent to resign from the Germantown School District effective immediately. I have enjoyed my tenure there working with students and staff. However, I wish to pursue opportunities elsewhere.

Thank You,

Christopher L. Weiss

Chris Weiss  
GHS