

**GERMANTOWN SCHOOL DISTRICT  
NOTICE OF BOARD OF EDUCATION MEETING  
KENNEDY MIDDLE SCHOOL  
GOLD ACTIVITY CENTER**

**W160 N11836 Crusader Ct.  
Germantown, WI 53037**

**Monday, September 24, 2012  
8:00 p.m.**

**AGENDA**

- 8:00 I. Meeting Called to Order  
A. Official Meeting Notification  
B. Roll Call
- 8:00 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.
- 8:00 III. Approval of Agenda
- 8:10 IV. Approval of Minutes  
A. September 10, 2012 Board of Education Meeting Minutes
- 8:10 V. Consent Agenda  
A. Donations
- 8:10 VI. Correspondence, Reports, and Information Items  
A. Herb Kohl Scholarship  
B. Rockfield Blue Ribbon Award  
C. Enrollment Report
- 8:20 VII. Transportation Committee  
A. Update on remaining items discussed at September 17, 2012 meeting.
- 8:30 VIII. Finance Committee  
A. Purchase request exceeding \$15,000 with purchasing and bid results.  
B. Update on remaining items from September 24, 2012 Finance Committee meeting.

- 8:45 IX. New Business
- A. Discussion with appropriate action to approve student instructional program modification for 2012-2013 school year.
  - B. Discussion with appropriate action regarding new contracts.
  - C. Discussion with appropriate action regarding district goals.
  - D. Discussion with appropriate action regarding facility use policy waiver request.
  - E. Discussion with appropriate action regarding resignations.

- 9:00 X. Closed Session - The Board will take action to enter into closed session pursuant to Section 19.85(1)(c).

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.

- A. Approval of September 10, 2012 Board of Education Closed Session Minutes.
- B. Discussion regarding middle school Dean of Students position.
- C. Discussion regarding Director of Teaching and Learning position.
- D. Discussion regarding district transportation contract.

XI. Open Session

- A. Discussion with appropriate action regarding middle school Dean of Students position.
- B. Discussion with appropriate action regarding Director of Teaching and Learning position.
- C. Discussion with appropriate action regarding district transportation contract.

XII. Adjourn

**GERMANTOWN SCHOOL DISTRICT  
GERMANTOWN, WISCONSIN 53022  
MINUTES OF THE BOARD OF EDUCATION  
September 10, 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 Office Board Room at 7:08 p.m. District Administrator Dr. Susan Borden read the official meeting notification. Roll Call: Soderberg – yes, Kline – yes, Loth – yes, Warnimont – yes, Barney – yes, Spies – yes, Larson - yes.
2. Germantown High School graduate Michael Weber addressed the Board regarding increasing diversity awareness in the school district.
3. Motion by Larson, second by Kline to approve the agenda. Motion carried.
4. Motion by Larson, second by Barney to approve the August 27, 2012 Board of Education meeting minutes. Motion carried.
5. Dr. Borden presented Mission Sightings including Rockfield's Blue Ribbon School award, preparations for the Annual Meeting on Monday, September 24, 2012, and WIAA awards to the girls softball and boys summer baseball teams.
6. Dr. Borden updated the Board on the National Assessment for Educational Progress (NAEP) cut scores and will continue to update the Board as more information becomes available. Dr. Borden also updated the Board on the status of Department of Public Instruction school and district report cards.
7. Director of Human Resources and Assistant Superintendent Cynthia Coley presented an updated enrollment report. Board Member Warnimont requested the Board renew discussions about increasing shared attendance areas in the near future.
8. Personnel Committee Chair Sarah Larson provided an update on discussion that took place at the September 10, 2012 committee meeting regarding resignations and retirements and staffing trends over the past six years. Data will be collected from other districts as well to try to determine if new legislation has had any effect on the staffing data.
9. Positive recommendation from the Personnel Committee to approve Letters of Employment for Jessica Kachur .60 FTE at \$31,703.40 and Amanda Goetz .40 FTE at \$13,979.03. Motion carried.
10. Personnel Committee Chair Sarah Larson informed the Board that the committee had also discussed the administrator benefit plans and that the committee will continue to revise and consolidate the current plans in Personnel Committee with advice from legal counsel.
11. Committee Chair Larson also informed the Board that the district administrator evaluation process will be reviewed at the next scheduled Personnel Committee meeting and that no resignations were being brought forward at this meeting.

12. Policy Committee Chair Diana Kline reported that items VII.A through VII.H. were tabled at the September 10, 2012 Policy Committee meeting and will be discussed at the next meeting on Wednesday, September 26, 2012.
13. Motion by Warnimont, second by Barney to change the district logo to option #4 with the original schoolhouse updated to read *Empower and Inspire Every Student to Success*. Motion carried.
14. Motion by Warnimont, second by Spies to approve the Germantown High School Pom and Dance Team overnight field trip request to perform at Disney World in Orlando, Florida on February 14-19, 2013 with all trip costs covered by the students and advisor. Motion carried.
15. Motion by Spies, second by Kline to enter into closed session pursuant to Section 19.81(1)(c) and Section 19.85(10)(e) for approval of closed session meeting minutes and discussion regarding the Director of Teaching and Learning and middle school Dean of Students positions. Motion carried.
16. The Board of Education entered into closed session at 7:35 p.m. and did not return to open session.

Jayne Borst  
Recording Secretary

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Diana Kline  
School Board Clerk





August 2012

Dear District Administrators and Principals:

The Herb Kohl Educational Foundation is celebrating its twenty-third year of providing fellowships for 100 teachers and matching grants to the schools of those teachers. Teacher fellows receive \$1,000, with an additional \$1,000 grant going to the school of each Kohl fellow. This program is an opportunity to recognize excellence in education, and I encourage your district to participate. Specific information regarding the teacher fellowship is enclosed. Following these guidelines will ensure greater chances of success for your nominee. Information and application forms for the student scholarship program will be sent to all high school principals in October.

To be eligible to compete for a fellowship, teachers must be nominated by parents, teachers, students, community members, or administrators using the enclosed nomination form. Please make duplicate copies of the form for their use. Nomination forms are also available and may be submitted on-line at the Herb Kohl Educational Foundation website <http://www.kohleducation.org>. **Nomination forms must be submitted to the Department of Public Instruction on or before Friday, September 28, 2012.** Nominated teachers will then be sent an application form.

I commend the Herb Kohl Educational Foundation for its continued commitment to education and willingness to fund this program. Co-sponsors of the program are the state's 12 cooperative educational service agencies (CESAs), the Wisconsin Council of Religious and Independent Schools, the Wisconsin Newspaper Association, and the Department of Public Instruction.

If you have any questions, please contact Elaine Strom at [elaine.strom@dpi.wi.gov](mailto:elaine.strom@dpi.wi.gov) or (608) 266-3089.

Sincerely,



Tony Evers, PhD  
State Superintendent

TE:es

Enclosures: 2013 Kohl Teacher Fellowship Program Guidelines  
Kohl Teacher Fellowship Nomination Form

## GERMANTOWN SCHOOL DISTRICT

**TO:** Board of Education                      **TOPIC:** Purchase of Toilet Paper &  
Hand Towels

**FROM:** Richard Ericksen                      **BOARD MEETING:** September 24, 2012

**DATE:** September 20, 2012                      **AGENDA ITEM:** VIII.A.

At the Board request, this item is being brought to the full board for consideration.

Per policy the Finance Committee needs to approve and attest that due diligence was performed in the securing of quotes and bids, provided that it is practical to do so.

### **2012/2013 Yearly Purchase of Toilet Paper & Hand Towels - \$43,750.00**

The District has purchased these Tork products from Unifirst for the last three years. Last year we spent approximately \$13,500 on toilet paper and \$30,000 on hand towels. In May of 2012, a price quote was developed and sent to every vendor that requested to participate in the bid process.

Six vendors returned pricing quotes:

- *Unifirst - \$33/case & \$47/case*
- Kranz - \$35.28/case & \$53.75/case
- Nassco - \$35.24/case & \$46.59/case
- CleanRite - \$35.40/case & \$48.19/case
- Harder Corp - \$38.08/case & \$47.06/case
- Royal Paper - \$38.25/case & \$48.15/case

Before making a decision, the following criteria were taken into consideration:

- Shipping and handling charges
- Minimum order needs
- Pricing guarantee

**RECOMMENDATION:** Approve the purchase of district toilet paper and hand towels for the 2012-2013 school year from lowest bidder Unifirst at \$33 per case and \$47 per case.



**GERMANTOWN SCHOOL DISTRICT**

**TO:** Board Members                                 **TOPIC:** Program Modification  
**FROM:** Dr. Susan Borden                         **BOARD MEETING:** September 24, 2012  
**DATE:** September 11, 2012                     **AGENDA ITEM:** IX.A.

Paris Berelec is an eighth grade student. Due to her involvement in gymnastics and modeling, Paris has excessive school absences. Because of this, her parents are requesting a program modification. Program modifications are more frequently a part of truancy proceedings once excessive absence has been established. However, the law also allows for us to be proactive in serving Paris' educational needs by establishing a program modification when we have knowledge that excessive absences may/will occur.

118.15(1)(d)

(d) Any child's parent or guardian, or the child if the parent or guardian is notified, may request the school board, in writing, to provide the child with program or curriculum modifications, including but not limited to:

118.15(1)(d)1.

1. Modifications within the child's current academic program.

118.15(1)(dm)

(dm) The school board shall render its decision, in writing, within 90 days of a request under par. (d), except that if the request relates to a child who has been evaluated by an individualized education program team under s. 115.782 and has not been recommended for special education, the school board shall render its decision within 30 days of the request. If the school board denies the request, the school board shall give its reasons for the denial.

118.15(1)(e)

(e) Any decision made by a school board or a designee of the school board in response to a request for program or curriculum modifications under par. (d) shall be reviewed by the school board upon request of the child's parent or guardian. The school board shall render its determination upon review in writing, if the child's parent or guardian so requests.

Paris has no special education needs. The Kennedy Middle School staff and Paris' parents present the following program modification for consideration.

**RECOMMENDATION:** Approve the program modification as stated.

**GERMANTOWN SCHOOL DISTRICT**

**TO:** All Board Members

**TOPIC:** Teacher Letters of  
Employment/Contracts

**FROM:** Cynthia Coley

**BOARD MEETING:** September 24, 2012

**DATE:** September 19, 2012

**AGENDA ITEM:** IX.B.

<b>New Employee Assignment/Location</b>	<b>Rationale</b>	<b>FTE</b>	<b>Contract Type</b>	<b>Old Div./Step</b>	<b>Salary</b>
<i>Gail Groth</i> Mathematics Title I Rockfield School	Gail is filling this new position	0.40	Regular	Div.1 Step 1	\$13,123.80 (180 days)
<i>Margaret McComack</i> Mathematics Title I Rockfield School	Margaret is filling the leave of absence of A. Mangan-Fischer & K. Cook	1.00	Limited Term	Div.1 Step 1	\$31,990.14 (175.5 days)

**RECOMMENDATION:** Approve the 2012-2013 letters of employment and proposed salary of \$13,123.80 for Gail Groth, and proposed salary of \$31,990.14 for Margaret McComack.

**GERMANTOWN SCHOOL DISTRICT**

**TO:** Board Members

**TOPIC:** District Goals

**FROM:** Dr. Susan Borden

**BOARD MEETING:** September 24, 2012

**DATE:** September 18, 2012

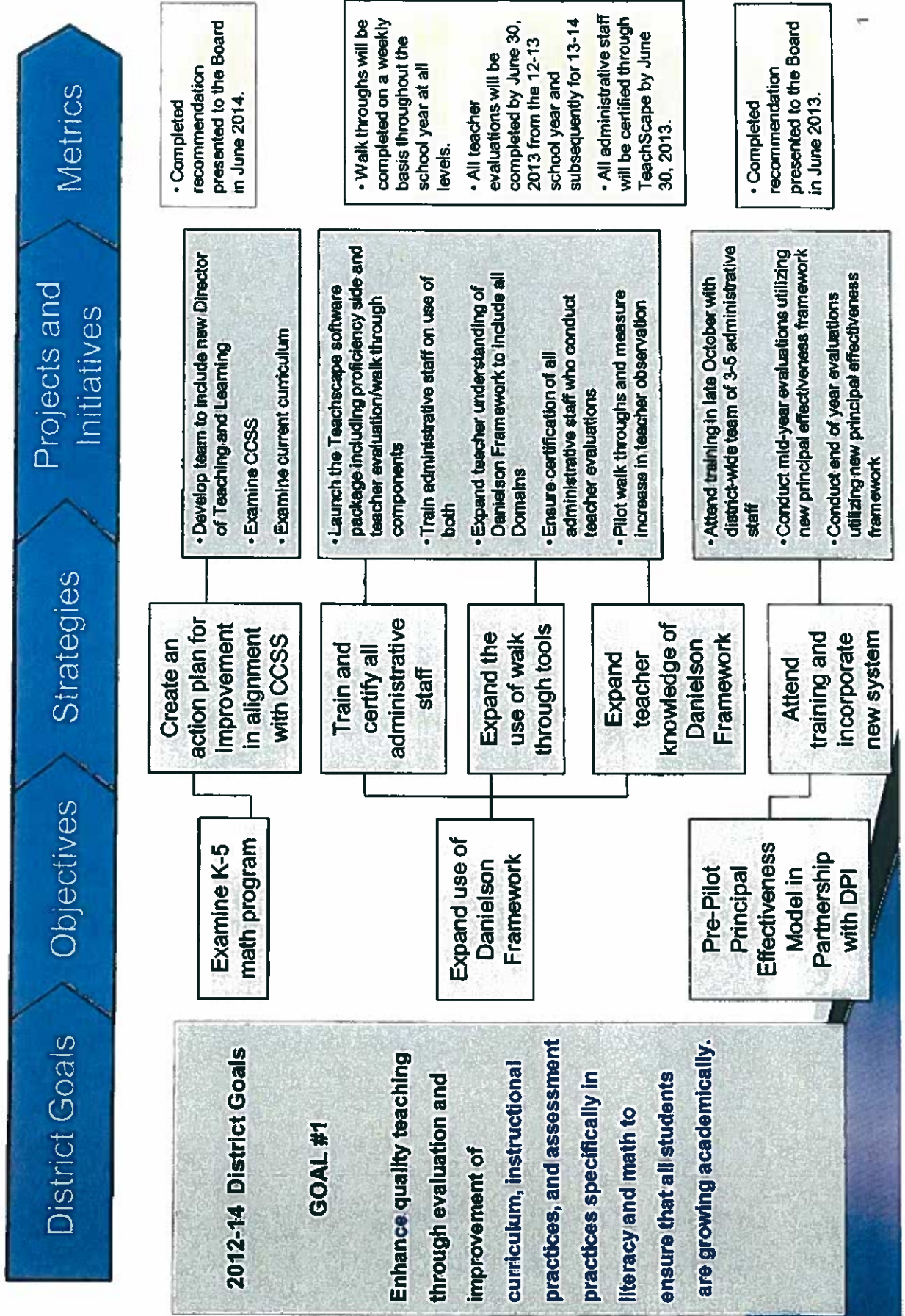
**AGENDA ITEM:** IX.C.

Please find attached a draft of District Goals. The draft aligns with past district initiatives and current state initiatives in order to continue to parallel the course of the districts work with the current Agenda 2017 from the Department of Public Instruction, particularly those initiatives with 2014 deadlines.

**RECOMMENDATION:** At the will of the Board.

# 2012-14 District Goals

DRAFT



# 2012-14 District Goals



**2012-14 District Goals**

**GOAL #1 (Continued)**

Enhance quality teaching through evaluation and improvement of curriculum, instructional practices, and assessment practices specifically in literacy and math to ensure that all students are growing academically.

Embed instructional practices related to CREATE and Beyond Diversity

Develop in-service opportunities

Expand student groups

Develop toolkits in math

Develop guided reading strategy use

Conduct training in literacy assessment

Pre-pilot staff goal writing in one building

Enhance RtI (Response to Intervention) Training

Lay foundational work for SLO (Student Learning Objectives) incorporation in 2014

Provide training during schedule in-service days

- Create a third cohort for monthly training through CESA
- Develop a Beyond Diversity group from cohorts 1 and 2

Develop toolkits in math

- Conduct training in guided reading strategies
- Develop ongoing training in running records
- Increase the use of running records as an assessment tool
- Develop math toolkits as an intervention and train staff in their use
- Special education staff will participate in reading intervention training

Develop guided reading strategy use

- Analyze current assessments for effectiveness and best practice as aligned to CCSS for ELA, science, social studies, and math
- Staff will write one goal either related to the Danielson Framework or a specific student objective for 2012-13
- Staff will participate in professional development training related to literacy assessment

Conduct training in literacy assessment

- **XX percent** of students taking the MAP assessment will meet or exceed typical expected growth in all content areas annually
- **XX percent** of teachers will utilize running records throughout the school year
- 100% of special education staff will have been reading intervention trained by June 2015
- Math toolkits in grades **XXX** will be deployed by June 1, 2013

# 2012-14 District Goals



**2012-14 District Goals**

**GOAL #1**  
(Continued)

Enhance quality teaching through evaluation and improvement of curriculum, instructional practices, and assessment practices specifically in literacy and math to ensure that all students are growing academically.

Enhance assessment and data use throughout GSD

Ensure common assessment development at all levels

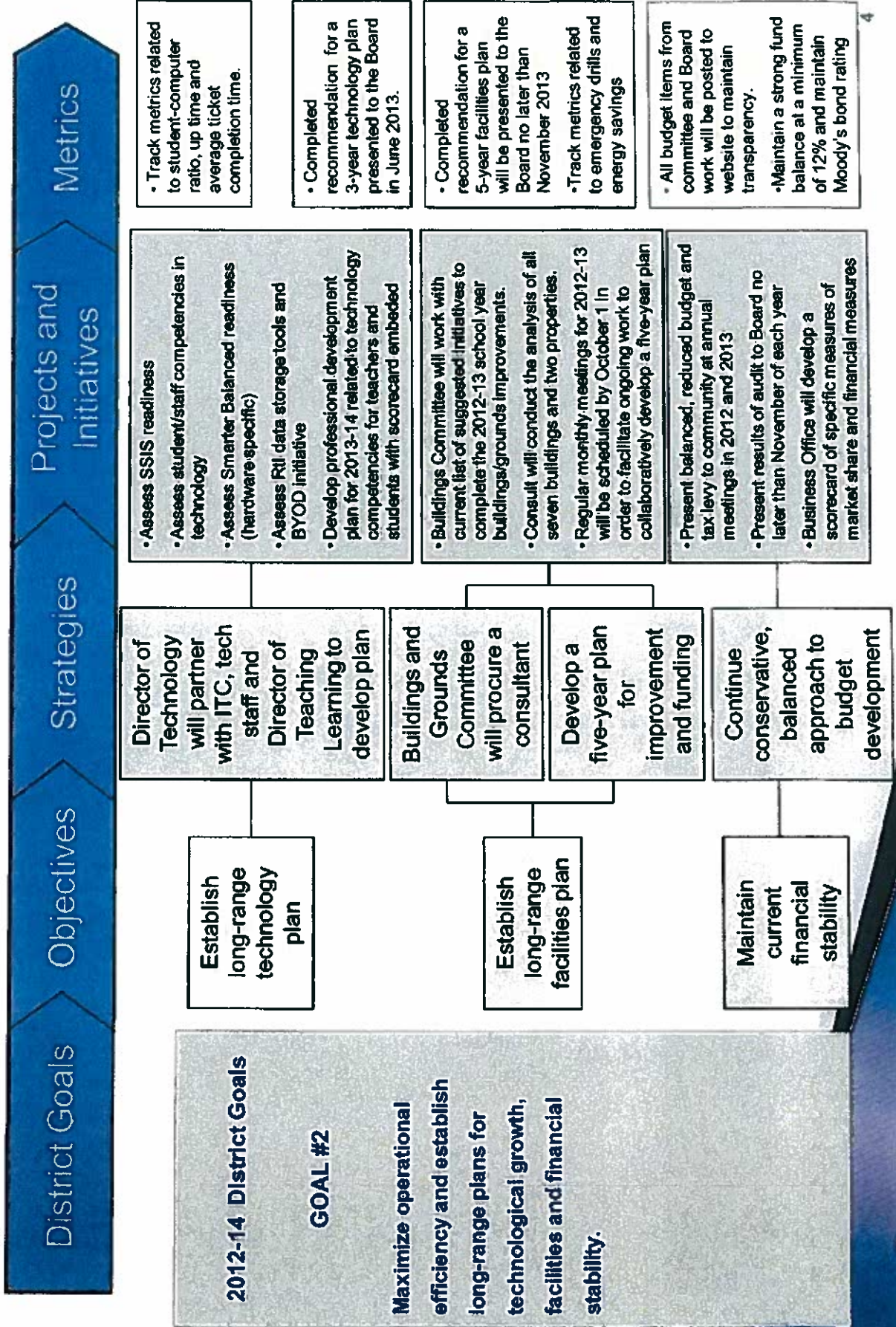
Communicate information regarding school and district report cards

Develop Academic Scorecard for reporting to the community

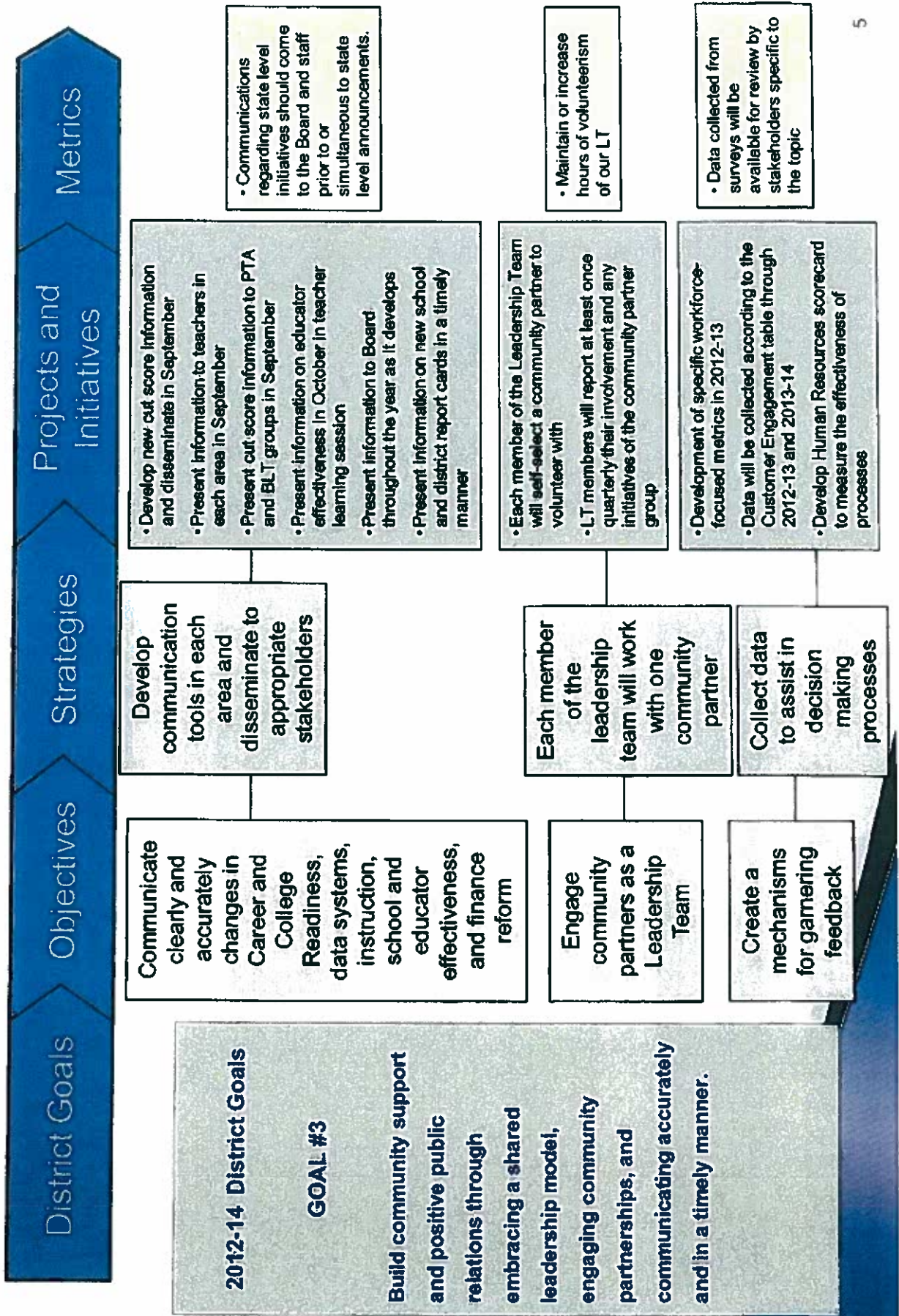
- Ensure completion and use of the data from common assessments at GHS, KMS and elementary schools.
- Provide multiple communications to parent explaining changing cut scores
- Provide information to interpret new school and district report cards
- Enhance district reporting to community through the development of an internal scorecard more robust than state level data requirements

- Track metrics related to the specific areas (in addition the school and district report cards):  
ACT composite, subgroups for WKCE, AP course offerings and pass rate, percent of students taking four credits of math and science, graduation rate, disaggregated exit rates for interventions (ESL, Special Education, Title I), and AP (3 or higher, percent of students participating and number of course offerings).

# 2012-14 District Goals

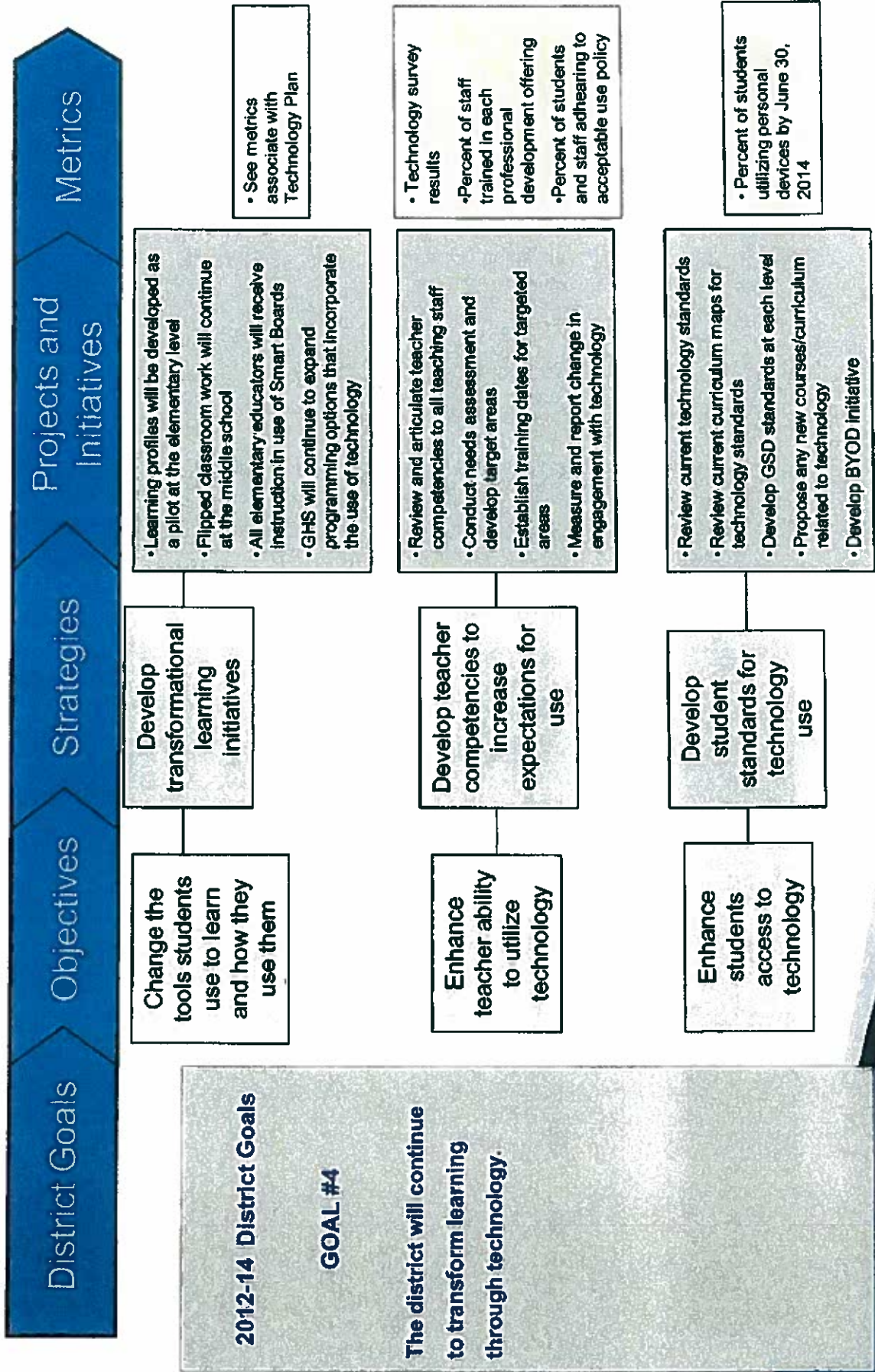


# 2012-14 District Goals





# 2012-14 District Goals



## GERMANTOWN SCHOOL DISTRICT

**TO:** Board Members                      **TOPIC:** G-Force Volleyball  
**FROM:** Dr. Susan Borden                 **BOARD MEETING:** September 24, 2012  
**DATE:** September 18, 2012              **AGENDA ITEM:** IX.D.

The following was received from this organization:

Dear Director of Business & Auxiliary;

From: G-Force Volleyball Club, Tim Janzen & Bill Harrod

Dated: September 17, 2012

Concerning: Requesting a waiver from the policy in order to use the Gold gym at Kennedy Middle school for use of volleyball practice for girls on Sundays starting in December 2012.

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G-Force VBC would like to be able to use both of your gyms at Kennedy Middle school for the months of December 2012 to March 2013 for Sundays from 12:15p. – 4:45p. In past years G-Force has been granted and allowed to use both gyms for our girls' volleyball practices. We have never asked for a price reduction and have always paid for the use of your gyms. We do not practice on any major holiday weekend.

G-Force has many local Germantown area residents who are members of our club. Last season we had six coaches who were on the Germantown School district payroll. Three of these coaches worked at Kennedy Middle School.

In the past we have treated this school as if it was like our home. We have had no major issues while using the gyms and we get along very well with your outstanding custodian crew.

Thank-you very much for your consideration in this matter in allowing G-Force VBC to perhaps use the Gold gym at Kennedy Middle School. If you require any additional information please let me know. Thanks once again!

Sincerely,

Tim Janzen  
CEO/President of G-Force VBC

Although there is no provision for the waiver of the use of the KMS Gold Gym within the policy, any policy can be appealed to the Board. Thus, this is being forwarded as an appeal to the policy where the policy states the KMS Gold Gym is not allowed for use. This is not a fee waiver request.

**RECOMMENDATION:** The administration recommends allowing the use of the KMS Gold Gym.