

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

**November 24, 2014
7:00 p.m.**

AGENDA

- I. Meeting Called to Order and Pledge of Allegiance
 - A. Official Meeting Notification
 - B. Roll Call

- II. Approval of Agenda

- III. 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.

- IV. Approval of Minutes
 - A. November 10, 2014 Board of Education

- V. Correspondence, Reports, and Information Items
 - A. Ad hoc Standards Committee Meeting Update
 - B. Energy Exemption
 - C. Enrollment Update
 - D. Wellness Update
 - E. Map Renewal

- VI. Building Committee
 - A. Update on items discussed in Building Committee.

- VII. Personnel Committee
 - A. Discussion and action regarding support staff compensation.
 - B. Discussion and action regarding possible MATC articulation teacher compensation.
 - C. Update on remaining items discussed in Personnel Committee.

VIII. Finance Committee

- A. Discussion and action regarding purchases over \$15,000.
- B. Update on remaining items discussed in Finance Committee.

IX. New Business

- A. Discussion and action to approve Chapter 220 seats for 2015-2016.
- B. Discussion and action to approve middle school instructional materials.
- C. Discussion and possible action to revise December 2014 board meeting schedule.

X. Closed Session: The Board will take action to enter into closed session pursuant to Sections 19.85(1)(f) and 19.85(1)(g).

- A. Approve November 10, 2014 closed session meeting minutes.
- B. Discussion and update regarding long term care litigation.
- C. The Board of Education will convene in closed session, pursuant to s. 19.85(1)(c), (f), and/or (g) of the Wisconsin Statutes, as appropriate, to be updated on the status of an employment investigation and related personal information concerning a District employee. The Board may also discuss related legal proceedings with legal counsel, if necessary and appropriate.
- D. Discussion regarding employee health insurance request.

XI. Adjourn

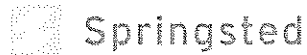
GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
November 10, 2014

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the District Office Board Room at 7:00 p.m. District Administrator Jeff Holmes read the official meeting notification. Roll call: Soderberg - yes, Medved – yes, Loth – yes, Warnimont – yes, Barney – yes, Spies – yes, Larson – yes.
2. Motion by Larson, second by Spies to approve the agenda. Motion carried.
3. Board President Soderberg recognized Veterans Day and thanked members of the audience who have served and Superintendent Holmes added that all schools in the district will commemorate the day in some manner.
4. Motion by Larson, second by Spies to approve the October 27, 2014 Board of Education meeting minutes. Motion carried (Loth abstained).
5. Student Representative Emma Brandenburg provided an update on student activities in the district.
6. Director of Human Resources Cynthia Coley provided an updated enrollment report.
7. Director of Teaching and Learning Brenda O'Brien informed the Board that the current high school Personal Finance and Business course will be renamed to Career Exploration Introduction to Business for the 2015-2016 school year to avoid confusion when the required Personal Finance Literacy course is implemented for students in grades 11 or 12.
8. Jeff Holmes informed the Board that he and Board President Bob Soderberg had attended MATC's grand opening of their new welding/CNC/metal fabrication shop the previous week where they met Eric Isbister of GenMet Corp. Mr. Isbister indicated he is interested in meeting with the Board in the near future to discuss the possibility of a Manufacturers Career Academy much like the Healthcare Career Academy already implemented in the district.
9. Brenda O'Brien informed the Board that approximately 20 students will exhaust the current course sequence for math at the end of the 2014-2015 school year and presented options for the district to partner with MATC to provide Calculus III and Differential Equations and Linear Algebra for the 2015-2016 school year.
10. Superintendent Holmes informed the Board that eight students have met all criteria and will have the required number of credits to graduate at semester in January 2015.
11. Director of Business Ric Ericksen informed the Board that he will be attending an informational meeting on November 12, 2014 regarding gas main work that WeEnergies will be completing that may impact County Line Elementary School.
12. Motion by Spies, second by Warnimont to approve the 1.00 FTE limited term contract for Anne Leupold at \$19,057.22 and the 1.00 FTE limited term contract for Jennifer Zimmerman at \$29,264.44. Motion carried.

13. Motion by Spies, second by Larson to approve one high school student Youth Options request for one college credit at Concordia University. Motion carried.
14. Motion by Barney, second by Larson to approve the donation of \$1,500 from 25 Sportsmen Club to the middle school archery program and the donation of a digital camera valued at \$99.95 from Quaker's Adopt-a-Classroom program to Mr. Woger's classroom at County Line. Motion carried.
15. Motion by Spies, second by Larson to enter into closed session pursuant to Section 19.85(1)(g). Roll call vote: Soderberg - yes, Medved -yes, Loth - yes, Warnimont - yes, Bareney - yes, Spies -yes, and Larson - yes. Motion carried.
16. The Board entered into closed session at 8:18 p.m. and did not return to open session, adjourning at 8:24 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk



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TO: Ric Ericksen, Director of Business and Auxiliary Services

FROM: Jerry Dudzik, Vice President

DATE: June 30, 2014

SUBJECT: Financing Options

In response to recent discussions on options to address District needs, I've highlighted the primary non-referendum financing options available to you along with some general pros and cons to consider. Should the District elect to move forward with a financing, Springsted will look at the most cost-effective approach. I've also included three debt payment schedules to give the district a sense on annual financing impact. Once future direction is given by the District, refinement of the estimates, structure and issuance variables can be made.

\$1,000,000 Million Authority – WI Statutes 67.05 and 67.12

Pros

- Flexible usage of funds
- Simple process
- Common and acceptable approach by schools
- Falls under revenue limit; generating no new tax levy
- No tax rate impact

Cons

- New debt
- Limited amount
- Authority balance may be less than \$1 million - requires legal review
- Falling under revenue limit requires reduced operational authority

Note: Annual short term debt issued via tax and revenue anticipation notes does NOT count against the \$1 million authority; however, if a District has any outstanding prior service liability debt that was not authorized to a petition period (or referendum), that counts against the \$1 million authority. Bond counsel would review district status on remaining authority.

The following *extract* was reported to the Finance Committee at its July 28, 2014 meeting:

The Building Committee is determining the Capital Projects, site & building repair and remodeling priorities for the 2014/2015 fiscal year and beyond.

The funding choices are limited.

In addition to those listed on the attached Springsted report, the Board could choose to place on the ballot the question of exceeding state imposed revenue control on either/both a recurring or non-recurring basis (question).

At the July 28th meeting Springsted provided a report on various capital projects funding options. Pages 1 and 2 are enclosed. Page 2 lists the pros and cons of Issuing Debt via Energy Exemptions.

attachment: Springsted Capital Debt Options Report

RECOMMENDATION: Pending discussions of the Board of Education

Issuance of Debt with Waiting Period – WI Statute 67.05

Pros

- Flexible use of funds
- Can exceed \$1 million authority
- Multi-year financings can occur as result of authority amount
- Up to five (5) years following adoption of resolution to use
- Falls under the revenue limit; generating no new tax levy
- No tax rate impact

Cons

- New debt
- 30 day waiting period
- Falling under revenue limit requires reduced operational authority

Issuance of Debt via Energy Exemptions – WI Statutes 121.91, 67 and 66.0133

Pros

- Can exceed \$1 million authority
- Maintains prior year operational authority since payment of debt doesn't count against revenue limit

Cons

- New debt
- Limited use of funds
- 30 day waiting period
- Performance contract required
- Scrutinized use of funds and energy savings
- Exempt from revenue limit; generating new tax levy above revenue limit authority
- Tax rate impact
- Annual resolution required
- Measurable energy savings after project shall be used to retire debt

GERMANTOWN SCHOOL DISTRICT

TO: All Board Members **TOPIC:** MAP Renewal
FROM: Brenda O'Brien **BOARD MEETING:** November 24, 2014
DATE: November 13, 2014 **AGENDA ITEM:** V.E.

The Measures of Academic Progress (MAP) is the computer-based assessment given to all students in grades 3 - 9 in the areas of mathematics, reading, and language arts three times throughout the year (fall, winter, and spring). As a computer-based assessment, MAP automatically adapts the test to each student's response. If a student answers correctly, the next question is more of a challenge. If a student misses a test item, MAP offers a simpler test question. The student works through approximately 50 questions, and the test continues to narrow on a student's learning level.

Within about 24 hours, our staff has access to students' scores, so the assessments become useful information in a relatively short amount of time. The results of the MAP assessment are used primarily as a universal screener. A universal screener is an assessment given to all students for the purpose of identifying students who may be in need of additional academic support or in need of enrichment. In addition to the universal screener, MAP assessment results are one criteria for Honors course placement at the high school and one data point for math placement at the middle school.

The members of IIC will be discussing the use of MAP at the meeting on November 19, 2014. Information will be shared with the Board at the meeting on November 24.

RECOMMENDATION: For information only. This will be presented as a formal action item for the December 8, 2014 Board meeting and Finance Committee as the invoice will most likely exceed \$15,000.

GERMANTOWN SCHOOL DISTRICT

TO: Personnel Committee TOPIC: Support Staff Salary Increase for 2014-15

FROM: Cynthia Coley BOARD MEETING: November 24, 2014
Ric Ericksen

DATE: November 19, 2014 AGENDA ITEM: V.A. VII.A.

During the 2014-15 school year, the district employs full-time and part-time non-certified employees in the classifications of Maintenance, Custodial, Clerical/Secretarial, Technical Support, Teaching Assistance, and Food Service. The administration wishes to bring forward a proposal of a 2% increase to wages of support staff for the 2014-15 school year. The current 2014-15 approved district budget includes salary adjustment for this group of employees at the 2% rate. The most recent wage adjustment of 2% was in July of 2013. A draft of the wage charts for comparison is attached.

RECOMMENDATION: Effective July 1, 2014, increase the wages of non-certified staff by 2% of their current hourly rate.

2013-14		Classification & Range	Longevity									
			1.00	2.00	3.00	4.00	5.00	6.00	7.00	8.00	9.00	10.00
			Start	60 days	1 year	18 months	2 years	10+ years	15+ years	20+ years	25+ years	30+ years
Maintenance												
1	I	Maintenance	24.94	25.06	25.18	25.30	25.40	25.55	25.60	25.65	25.70	25.81
2	II	Maintenance Helper Groundskeeper	23.22	23.33	23.44	23.55	23.67	23.83	23.88	23.93	23.98	24.08
Custodial												
3	I	Head Custodian II	23.77	23.88	24.01	24.11	24.23	24.38	24.43	24.48	24.53	24.63
4	II	Head Custodian I	23.22	23.33	23.44	23.55	23.67	23.83	23.88	23.93	23.98	24.08
5	III	Warehouseman Custodian III	22.55	22.66	22.79	22.91	23.02	23.17	23.23	23.28	23.33	23.43
6	IV	Custodian II	21.30	21.41	21.52	21.64	21.77	21.92	21.97	22.02	22.07	22.17
7	V	Custodian I	18.94	19.06	19.18	19.30	19.40	19.55	19.60	19.66	19.71	19.81
Clerical/Secretary												
8	I	Payroll Clerk	24.59	24.72	24.83	24.94	25.06	25.21	25.27	25.32	25.37	25.47
9a	II	Accounts Payable Curriculum & Instruction, Pupil Services, & Maintenance & Grounds	22.55	22.66	22.79	22.91	23.02	23.17	23.23	23.28	23.33	23.43
9b	IIb	Assistant Payroll/Account Clerk	21.48	21.60	21.73	21.83	21.94	22.09	22.14	22.20	22.25	22.35
10	III	Administrative Secretary III High School Principal Middle School Principal High School Bookkeeper High School Guidance Registrar	18.89	18.99	19.11	19.24	19.35	19.50	19.55	19.60	19.66	19.76
11	IV	Administrative Secretary II High School Asst. Principal Middle School Asst. Principal Elementary Principals Receptionist - Central Office Food Service	17.24	17.36	17.47	17.60	17.71	17.86	17.91	17.96	18.01	18.12
12	V	Administrative Secretary I High School-Department KMS & GHS Guidance, KMS & GHS Attendance, Athletics	16.55	16.67	16.78	16.91	17.02	17.18	17.23	17.28	17.33	17.43
Technical Support												
13	I	AV Specialist	18.89	18.99	19.11	19.24	19.35	19.50	19.55	19.60	19.66	19.76
Teaching Assistance												
14	I	Special Education Program Aide	16.62	16.72	16.84	16.96	17.07	17.23	17.28	17.33	17.38	17.48
15	II	Instructional Library Supervision/School & Student Monitor	15.60	15.71	15.83	15.94	16.07	16.22	16.27	16.32	16.37	16.47
16	III	Clerical	14.82	14.94	15.07	15.18	15.29	15.44	15.49	15.54	15.60	15.70
17	IV	Personal Health Care Aide	18.49	18.60	18.73	18.83	18.95	19.10	19.16	19.21	19.26	19.36
18	V	Educational Interpreter (Deaf or Hearing Impaired)	20.40	20.51	20.63	20.75	20.87	21.02	21.07	21.12	21.18	21.28
Food Service												
19	I	Head Cook/GHS	18.36	18.48	18.59	18.71	18.82	18.97	19.02	19.07	19.13	19.23
20	II	Head Cook/KMS, Assistant Cook/GHS	15.81	15.92	16.04	16.17	16.27	16.42	16.47	16.52	16.58	16.68
21	III	Kitchen Aide	14.85	14.98	15.10	15.21	15.33	15.48	15.53	15.59	15.64	15.74
		Classification & Range	Start	60 days	1 year	18 months	2 years	10+ years	15+ years	20+ years	25+ years	30+ years
			1.00	2.00	3.00	4.00	5.00	6.00	7.00	8.00	9.00	10.00
Longevity												

Classification & Range		Longevity										
		1.00	2.00	3.00	4.00	5.00	6.00	7.00	8.00	9.00	10.00	
		Start	60 days	1 year	18 months	2 years	10+ years	15+ years	20+ years	25+ years	30+ years	
Maintenance												
1	I	Maintenance	25.44	25.56	25.69	25.81	25.91	26.06	26.11	26.16	26.21	26.33
2	II	Maintenance Helper Groundskeeper	23.68	23.79	23.90	24.02	24.14	24.31	24.36	24.41	24.46	24.56
Custodial												
3	I	Head Custodian II	24.24	24.35	24.49	24.59	24.71	24.87	24.92	24.97	25.02	25.13
4	II	Head Custodian I	23.68	23.79	23.90	24.02	24.14	24.31	24.36	24.41	24.46	24.56
5	III	Warehouseman Custodian III	23.00	23.11	23.24	23.37	23.48	23.63	23.69	23.75	23.80	23.89
6	IV	Custodian II	21.73	21.84	21.95	22.08	22.20	22.36	22.41	22.46	22.51	22.62
7	V	Custodian I	19.32	19.44	19.56	19.69	19.79	19.94	19.99	20.05	20.10	20.21
Clerical/Secretary												
8	I	Payroll Clerk	25.08	25.22	25.33	25.44	25.56	25.72	25.77	25.82	25.88	25.98
9a	II	Account Clerk II Secretary-Central Office (C&I) Secretary-Central Office (PS) Secretary-Maintenance/Grounds	23.00	23.11	23.24	23.37	23.48	23.63	23.69	23.75	23.80	23.89
9b	IIb	Assistant Payroll/Account Clerk	21.91	22.03	22.16	22.27	22.38	22.54	22.58	22.64	22.69	22.80
10	III	Administrative Secretary III High School Principal Middle School Principal High School Bookkeeper High School Guidance Registrar	19.26	19.37	19.49	19.62	19.74	19.89	19.94	20.00	20.05	20.15
11	IV	Administrative Secretary II High School Asst. Principal Middle School Asst. Principal Elementary Principals Receptionist - Central Office Account Clerk I Business Office Food Service	17.58	17.71	17.82	17.95	18.07	18.22	18.27	18.32	18.37	18.48
12	V	Administrative Secretary I High School-Department High School-Switchboard Middle School-Department	16.88	17.00	17.11	17.25	17.36	17.52	17.57	17.63	17.67	17.78
Technical Support												
13	I	AV Specialist	19.26	19.37	19.49	19.62	19.74	19.89	19.94	20.00	20.05	20.15
Teaching Assistance												
14	I	Special Education Program Aide	16.95	17.05	17.18	17.30	17.41	17.57	17.63	17.68	17.73	17.83
15	II	Instructional Library Supervision	15.91	16.03	16.15	16.26	16.39	16.54	16.59	16.64	16.70	16.80
16	III	Clerical	15.12	15.24	15.37	15.48	15.60	15.75	15.80	15.85	15.91	16.02
17	IV	Personal Health Care Aide	18.86	18.97	19.10	19.21	19.33	19.48	19.54	19.59	19.64	19.75
18	V	Educational Interpreter (Deaf or Hearing Impaired)	20.81	20.92	21.05	21.17	21.29	21.44	21.49	21.54	21.60	21.71
Food Service												
19	I	Head Cook	18.73	18.85	18.96	19.09	19.20	19.35	19.40	19.45	19.51	19.61
20	II	Assistant Cook	16.13	16.24	16.36	16.49	16.60	16.75	16.80	16.85	16.91	17.01
21	III	Kitchen Aide	15.15	15.28	15.40	15.51	15.63	15.79	15.84	15.90	15.95	16.05
Classification & Range		Start	60 days	1 year	18 months	2 years	10+ years	15+ years	20+ years	25+ years	30+ years	
		1.00	2.00	3.00	4.00	5.00	6.00	7.00	8.00	9.00	10.00	
		Longevity										

GERMANTOWN SCHOOL DISTRICT

TO: Personnel Committee **TOPIC:** MATC Partnership Teacher
FROM: Brenda O'Brien **PERSONNEL MEETING:** November 24, 2014
DATE: November 18, 2014 **AGENDA ITEM:** V.B. III B.

We have approximately 20 students who will exhaust the course sequence for math at the end of the 2014-15 school year. To provide the next courses of study (Calculus III followed by Differential Equations and Linear Algebra), we are planning to partner with Milwaukee Area Technical College (MATC) to offer these courses.

Three options were presented as information only to the Board on November 10, 2014. Option 1 provides the Germantown School District with the most flexibility in delivery of instruction pending sufficient enrollment in 2015-16.

Option 1) Transcribed Credit. MATC and Technical College System certification would need transcripts outlining the master's degree/credits in Math for a current teacher or possibly a former teacher in the Germantown School District to deliver the instruction. Currently, there is only one teacher currently employed in the district who may meet these certification requirements and one possible former teacher who has returned to the area. Documentation of the necessary credentials for both possible teachers is in process. Textbooks would need to be purchased at \$230 each (used) or \$302 each (new) per course.

These are new courses and students would take it for dual credit which means they will receive high school math credit as well as college credit through accepting universities. The personnel committee should discuss and/or consider an additional stipend for teachers who are certified through MATC to teach these dual credit courses.

For purposes of beginning conversations, a teacher who teaches a course overload makes \$22.47 per period per day for the overload (an overload is considered when a teacher is teaching six periods, rather than the typical five during the day). A teacher who is at the top end of the salary schedule makes \$64.21 per period per day. A range between \$22.47 and \$32.00 (50% per period per day of the top end of the salary schedule) seems reasonable for piloting and teaching these new, dual credit courses.

RECOMMENDATION: For purposes of discussion and possible action.

GERMANTOWN SCHOOL DISTRICT

TO: School Board **TOPIC:** Purchases Over \$15,000:
See list below

FROM: Ric Ericksen, **BOARD MEETING:** November 24, 2014

DATE: November 19, 2014 **AGENDA ITEM:** VIII.A.

Pending discussions earlier this evening, the Finance Committee brings forward with a positive recommendation to approve the purchases as presented below.

- A. Monthly Purchase Requests Exceeding \$15,000 & Purchasing/Project Bid Results
1. \$23,775: Unitrends Backup/ Rapid Recovery Appliance
 2. \$75,495: GHS Air Conditioner
 3. \$14,900: County Line Burglar Alarm

Attachment(s): Please see the finance committee packet emailed to the Board of Education, or visit the Finance Committee web link, or visit Google Shared for background material.

GERMANTOWN SCHOOL DISTRICT

TO: All Board Members **TOPIC:** Chapter 220 Seats 2015-2016
FROM: Cynthia Coley
 Jayne Borst **MEETING DATE:** November 24, 2014
DATE: November 19, 2014 **AGENDA ITEM:** IX.A.

School districts that participate in the Chapter 220 program must annually identify available student enrollment positions for the next school year. MPS requests anticipated seat availability before the end of November for their publications to parents. Last year, 15 new Chapter 220 students accepted seats bringing our current total to 40 students.

In review of current enrollment numbers prepared by Cynthia Coley, it appears all schools are currently at, or over capacity in terms of student enrollment. Therefore, we are recommending at this time that no additional Chapter 220 seats be offered for the 2015-2016 school year. We would also recommend that siblings of current students be considered only if they do not require special education services and are not credit deficient. Siblings are generally a very small number if any.

Pending final enrollment review in January when the Board must determine the number of open enrollment seats to open up for the 2015-2016 school year, if space should become available, the number of Chapter 220 seats to offer may be reconsidered.

RECOMMENDATION: Approve offering no new Chapter 220 seats for the 2015-2016 school year at this time with consideration of siblings of current Chapter 220 students if they do not require special education services and are not credit deficient.

GERMANTOWN SCHOOL DISTRICT

TO: All Board Members **TOPIC:** KMS Books
FROM: Heidi Feucht and **BOARD MEETING:** November 24, 2014
 Brenda O'Brien
DATE: November 13, 2014 **AGENDA ITEM:** IX.B.

The descriptions about additional quality literature selections for Kennedy Middle School are being written by the 6th grade students and will be made available for the IIC meeting on November 19 and shared with the Board at the November 24 meeting. Sixth grade students asked for these selections to be added to a unit after studying several other books in a prior unit.

Five students wrote the book summaries and prepared a presentation for the members of IIC. The rest of the class researched the best prices for the books and completed the cost of the purchase.

The book proposals will go to the IIC for approval and then to the full Board on November 24.

RECOMMENDATION: Approve the purchase of the KMS reading materials as presented.