

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

**Monday, April 14, 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. March 24, 2014 Board Meeting
 - B. April 9, 2014 Special Board Meeting

- V. Consent Agenda
 - A. Donations

- VI. Correspondence, Reports, and Information Items
 - A. Student Representative Report
 - B. International Tech & Engineering Award/PLTW
 - C. Summer School Vision
 - D. Odysseyware Purchase
 - E. Enrollment Update
 - F. WI Student Assessment System (WSAS)

- VII. Building Committee
 - A. Discussion and possible action regarding Fund 40 Capital Projects planning.
 - B. Discussion and possible action regarding Holy Hill and Kinderberg properties.
 - C. Update on remaining items discussed in committee.

- VIII. Standards Development Committee
 - A. Update on Dr. Stotsky visit.

- IX. Insurance Committee
 - A. Update on items discussed in committee.

- X. Policy Committee
 - A. Update on items discussed in committee.

- XI. Personnel Committee
 - A. Discussion and update on Verisight Alternative Compensation Model.
 - B. Discussion and action regarding new teacher hiring and staff retention.
 - C. Discussion and action regarding 2014-2015 teacher contracts.
 - D. Update on remaining items discussed in committee.

- XII. Unfinished Business
 - A. Discussion and action to approve Project Lead the Way (PLTW) contract and Memo of Understanding.

- XIII. New Business
 - A. Discussion and action to regarding Summer School 2014.
 - B. Discussion and action to approve DECA overnight travel request.
 - C. Discussion and action to approve limited term contract.
 - D. Discussion and action to approve Rockfield principal resignation.

- XIV. Closed Session - The Board will take action to enter into closed session pursuant to Section 19.85(1)(e) and Section 19.85(1)(g).

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 is or is likely to become involved.

- A. Approval of March 24, 2014 closed session minutes.
- B. Discussion and update regarding long term care insurance litigation

**GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
March 24, 2014**

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the Germantown High School library at 7:03 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. Motion by Larson, second by Spies to approve the March 10, 2014 Board of Education meeting minutes. Motion carried.
4. Motion by Warnimont, second by Barney to approve the following donation: Accept the donation of \$1,048.50 from the Amy Belle PTA for the purchase of 30 iPad protectors for Amy Belle Elementary School. Motion carried.
5. High School Principal Joel Farren, Athletic Director Jack Klebesadel, and Key Club Advisor Cassie Hanson provided information on achievements, academic and athletic opportunities, student recognitions, and Key Club activities at the high school.
6. Director of Teaching and Learning Brenda O'Brien provided an update on the progress of the addition of a Personal Finance Course as a graduation requirement. The course will now become a graduation requirement effective with current freshman students.
7. Brenda O'Brien also provided an update on 2014 summer school course proposals and descriptions.
8. Director of Human Resources Cynthia Coley provided an updated student enrollment report.
9. Transportation Committee Chair Tom Barney informed the Board that the committee met on March 12, 2014 to discuss transportation costs for parochial schools and proposed parent contracts. The committee will wait for additional information from the Department of Public Instruction regarding contract content before bringing forward a recommendation.
10. Recommendation from Finance Committee to approve a contract with Kitchen Specialties (Berther) at \$31,270 for a middle school kitchen freezer project. Motion carried.
11. Finance Committee Chair Michael Loth and Director of Business Ric Ericksen updated the Board on addition discussion that took place at the committee meeting regarding fuel use allocation, and municipal bonds and debt analysis discussion with bond consultant Jerry Dudzik.

12. Motion by Warnimont, second by Spies to table action on Project Lead the Way (PLTW) Cohort Placement Agreement until additional information is received by the superintendent. Motion carried.
13. Motion by Spies, second by Larson to approve the 2014-2015 school calendar. Motion carried (Warnimont – no).
14. Recommendation from Building committee to approve Exhibits A and B of the facility use request submitted by the Village of Germantown Parks and Recreation Department for summer 2014 programs. Motion carried.
15. Building Committee Chair Bruce Warnimont updated the Board on additional discussion that took place at the committee meeting on March 12, 2014 regarding the high school auxiliary gym floor, elementary school roofing projects, and potential future use of district owned properties on Holy Hill Road and Donges Bay Road.
16. Motion by Warnimont, second by Spies to approve the overnight travel request for the high school Cheerleading Team and two advisor's to attend the UCA Cheer Summer Camp in Wisconsin Dells July 14-17, 2014. Motion carried.
17. Motion by Spies, second by Warnimont to approve the travel request for 21 Destination Imagination (DI) teams to travel to Stevens Point, WI April 12, 2014 to participate in the DI state tournament. Motion carried.
18. Motion by Medved, second by Spies to approve a Board and Community Workshop on April 9, 2014 in the Kennedy Middle School Gold Activity Center (GAC) at 6:30 p.m. to begin work on English/Language Arts standards with consultant Dr. Sandra Stotske. Motion carried.
19. Motion by Spies, second by Barney to enter into closed session pursuant to 19.85(1)(g). Roll call vote: Medved – yes, Loth – yes, Warnimont – yes, Barney – yes, Spies – yes, Larson – yes, Soderberg – yes. Motion carried 7:59 p.m.
20. The Board entered into closed session at 8:31 p.m. for approval of minutes and discussion with legal counsel regarding pending long-term care litigation and administrative contract language. The Board did not return to open session and adjourned at 9:47 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
April 9, 2014

1. The special meeting of the Board of Education was called to order by Board President Bob Soderberg in the Kennedy Middle School Gold Activity Center at 7:03 p.m. District Administrator Jeff Holmes read the official meeting notification.
2. Motion by Larson, second by Loth to approve the agenda. Motion carried.
3. Superintendent Holmes and the Board of Education welcomed Professor Emerita, author, and academic standards and Common Core expert Dr. Sandra Stotske and thanked her for traveling to Germantown to help us build a premier English and language arts program.
4. Jeff Holmes introduced the new school district web pages devoted to Germantown's efforts to develop its own independent standards while using Common Core as a guide and a reference. People will be able to follow the progress through the website and submit their questions, ideas and suggestions.
5. Dr. Stotske reviewed her history in Massachusetts education, her work on the validation committee for Common Core and why she did not agree to sign off on the standards. Dr. Stotske provided a great deal of information on the development and criteria of Common Core as well as discussing local control of school boards and state school boards, superintendents and commissioners. Members of the audience were asked to submit written questions which were collected and given to Board of Education President Bob Soderberg who read as many of them as possible within the allowed time frame of the meeting.
6. The meeting was then opened up for fifteen to twenty minutes of public comment. Nine people identifying themselves as residents or Board members of the Germantown, Kewaskum, West Bend, Elmbrook, Appleton, and Grafton school districts along with parochial school parents and representatives spoke. Additional questions were asked of Dr. Stotske, the Board and the superintendent.
7. Board members thanked Dr. Stotske again for sharing her knowledge and experience with Common Core and standards development with the district and also thanked Brian Medved for his work as chairperson of the Standards Development Committee and facilitation of the meeting.
8. Motion by Larson, second by Loth to adjourn. Motion carried. The meeting adjourned at 9:06 p.m.
9. Members of the audience were invited to introduce themselves or ask any additional questions they may have after the meeting adjourned.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Donations

FROM: Jeff Holmes

BOARD MEETING: April 14, 2014

DATE: April 8, 2014

AGENDA ITEM: V.A.

Please act on the donation requests described below. The Board of Education should consider acceptance of the donations in accordance with Board Policy 7230 – Gifts, Grants, and Bequests.

1. Accept the donation of \$414 from the Kiwanis Club of Germantown for the high school Battlebots IQ program.
2. Accept the donation of \$9,900 from the high school choir to aid in the high school choir room renovation.

RECOMMENDATION: Thank the donors for their generosity and approve the donations as listed.

GERMANTOWN SCHOOL DISTRICT

TO:	Board Members	TOPIC:	Summer School Vision
FROM:	Brenda O'Brien	BOARD MEETING:	April 14, 2014
DATE:	April 8, 2014	AGENDA ITEM:	V.I.C.

Moving forward, the Germantown School District will continue to offer courses for supportive mathematics and reading for grades K-8 and credit recovery for the high school as well as summer band camps at the middle school and high school.

In summer 2015, enrichment classes in math, science, and English/Language arts will be offered to all students K-8. Possible enrichment classes include:

- Lego Robotics
- Introduction to Engineering
- Introduction to Chess
- Podcasting
- Computer programming

For these classes, I am recommending a schedule reflecting three one-hour sessions, with a 15 minute break in between each session. With a revised schedule, a student would be able to take supportive classes, if necessary, yet also enroll in at least one enrichment class.

In summer 2016, high school students will be offered classes for credit in the core academic areas. I recommend these classes be factored into the student's grade point average (GPA). In addition, I would like to utilize more on-line learning classes and count these instructional minutes for summer school. When adding on-line courses, we will need to be mindful of teachers having the certification to teach on-line classes.

I would also like to review the policy regarding receiving high school credits. If students could receive credit the summer prior to their freshman year, I would like to explore the possibility of adding summer courses such as physical education and health. This would open up a student's schedule to additional electives during the school year.

Beginning in summer 2015, all Summer School course registration will be completed on-line. Parents will be notified immediately if the course has reached capacity. I would recommend opening the registration window during the last week in March and close it no later than mid-April. This will allow sufficient time to process contracts and notify teaching staff of their assignments.

Publications of the revised summer school offerings could begin as early as January 2015. Email notifications to all families via Skyward, descriptions in each building's newsletters, and postings on our district's websites will be used to communicate with families.

A note about funding:

The amount of increased membership is determined by calculating the district's total summer school resident pupil membership minutes and dividing that total by 48,600 and rounding to the nearest whole number. This number represents the full-time equivalency (FTE) for summer school, which is added to the school district's regular membership for the following school year, and is included in the annual school district report under s. 120.18, Wis. Stats. State general aid is calculated by using total membership, property wealth, and shared cost from the prior year. Revenue limits are calculated using 40% of the summer membership.

By expanding the number of course offerings and capitalizing on blended learning opportunities, I am confident we can lower our local dollars spent on summer school and increase the amount of aid we receive.

RECOMMENDATION: This is presented for information only. No action is needed.

GERMANTOWN SCHOOL DISTRICT

TO:	Board Members	TOPIC:	Report on Odysseyware Proposal
FROM:	Brenda O'Brien	BOARD MEETING:	April 14, 2014
DATE:	April 9, 2014	AGENDA ITEM:	VI.D.

The attached document outlining our current program, Compass Learning, used at our Graduation Center and the proposed program, Odysseyware, has been prepared by Andrew Waller and Rachel Straus, alternative education teachers.

While the current proposal does not exceed \$15,000, additional licenses may need to be purchased throughout the school year, especially to accommodate students who may need to utilize the program for credit recovery during summer school. With the current Compass Learning program, we purchased 34 licenses. As the attached proposal indicates, the \$9,095 includes the cost of 20 licenses. It is highly likely we will be adding additional licenses to this contract after the 2014-15 school year begins, comparable to the number of licenses we currently have.

Based on the prepared comparisons, Odysseyware offers more flexibility with increased course options and adds additional rigor to each of the course offerings.

RECOMMENDATION: This is for information only. No action is required at this time.

Compass Learning

Pricing Includes:

- \$600/seat
- \$800/year for licensing fee
- \$12,800 for 20 seats

Features Include:

- GED curriculum at additional cost
- Electives (psychology/sociology) additional cost
- Pre-algebra not offered in curriculum
- Current license agreement ends August 31, 2014. We need to give them 30 days notice if we are not renewing our contract.

Odysseyware

Pricing Includes:

- \$405/seat (see attached bid proposal)
- No yearly licensing fee
- \$995/training: One-time fee for training includes:
 - training for up to 12 people
 - tech support
 - programming support
- GED test prep included in pricing
- Offers more variety of elective courses at no additional cost. Highlights include Psychology, Art History, PE courses, and Spanish
- Pre-algebra included in curriculum
- Variety in format:
 - Videos 1-3 minutes reinforcing concepts
 - Reading
 - Projects to enhance learning
 - Interactive models to expand concepts
 - Students able to test out of material in Credit Recovery mode to speed up credit make up

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- Pre-Algebra included in curriculum
- “kiddy” - actors in front of green screen talking at students
- Variety in format:
- Videos 1-3 minutes reinforcing concept
- Reading



Non-Binding Letter of Intent

Germantown School District intends to implement and use OdysseyWare curriculum for the 2014 -2015 school year.

While this letter shall not constitute a legally binding license, it is an expression of the intent of both to work towards formalizing a legally binding agreement.

Training Date - Option 1: _____ Training Date - Option 2: _____

Product Quote			
LICENSES & RENEWALS			
Qty	Description	Unit Price	Line Total
20	OW 2.0 Select - HS License	\$ 405.00	\$ 8,100.00
Subtotal			\$ 8,100.00
MULTI-YEAR SALE			
Qty	Description	Unit Price	Line Total
0	Multi-year: 0% year 1, 6% year 2, 12% year 3	\$ -	\$ -
	2nd Year Price	\$ -	\$ -
	3rd Year Price	\$ -	\$ -
PROFESSIONAL DEVELOPMENT & TRAININGS			
1	SELECT BRONZE A	\$ 995.00	\$ 995.00
Subtotal			\$ 995.00
HARDWARE AND SERVICES			
Subtotal			\$ -
GRAND TOTAL			
			\$ 9,095.00
COMMENTS/NOTES			
TYPE NOTES HERE			

IN WITNESS WHEREOF, by their signatures below, the parties agree in principle with this letter of intent.

School: _____

OdysseyWare

Sign X _____

Sign X _____

Print Name: _____

Print Name: Aimee Burley

Title: _____

Title: Wisconsin Education Consultant

Date: _____

Date: Feb. 18, 2014

This quote will be good until March 31, 2014

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: **Building Committee:** Capital Projects and Holy Hill and Kinderberg Property

FROM: Ric Ericksen

BOARD MEETING: April 14, 2014

DATE: April 9, 2014

AGENDA ITEM: VII.A & VII.B.

The Building Committee met on April 8, 2014 and requested that the Board of Education consider and discuss these two agenda items.

Fund 40 Capital Projects Planning

See the attached spreadsheet titled 2013/2014 Capital Project Planning List. Note highlighted lines 40, 45, and 53. These will be the focus of discussion.

Holy Hill and Kinderberg Property

The committee has been discussing alternative uses of these properties. Chairman Warnimont will update the board on these discussions.

RECOMMENDATION: Pending discussions.



PLTW AGREEMENT

3939 Priority Way South Drive, Suite 200
Indianapolis, IN 46240

PLTW Agreement

AGREEMENT by and between Germantown School District (the "Entity"), located in Germantown, WI and **PROJECT LEAD THE WAY, INC.**, a New York charitable not-for-profit corporation having an address at 3939 Priority Way South Drive, Suite 200, Indianapolis, IN 46240 ("PLTW, INC." and, collectively with the Entity, the "parties").

WITNESSETH:

WHEREAS, PLTW, INC. has established a comprehensive program and curricula for STEM education (the "PLTW Program") and supports a network of school districts, colleges, universities, and private sector collaborators (the "PLTW Network"); and

WHEREAS, the Entity desires to implement the PLTW Program; which consists of various curricular programs (the "PLTW Curricular Program(s)") and

WHEREAS, the Entity shall have access to all PLTW Program curricula and annual updates as well as access to the PLTW electronic communication network, online systematic assessment and evaluation, online on-going training, online program support and additional benefits; and

WHEREAS, the parties desire to work together to maximize the benefit of the PLTW Program to students by maintaining the quality standards and practices necessary to ensure the efficient and effective delivery of the PLTW Program.

NOW, THEREFORE, the parties agree as follows:

1. Registration and Information.

The Entity has registered online with PLTW, INC. on January 24, 2014 for one or more schools or sites, and identified which PLTW Curricular Program it wishes to implement. The Entity represents that the information contained in the registration remains accurate as of the date of this Agreement. In the event that Entity elects to have additional schools or sites added, or elects to make other material changes such as additional PLTW Curricular Programs, the Entity must first complete the necessary data entry and/or information reasonably required by PLTW, INC. The registration or site add-on data/information may be amended by PLTW, INC. from time to time in its discretion.

2. PLTW Requirements for Implementation.

The Entity agrees to implement the PLTW Program according to the program and implementation requirements established by PLTW, INC. ("PLTW Program Requirements" or "Program Requirements"), which shall include, but not be limited to, Program Requirements governing, participation fees, sequencing, courses, training, certification or maintenance of program standards, and other aspects of a successful implementation of the PLTW Program and PLTW courses by participating entities. Program Requirements are available on the PLTW, INC. website and may be modified from time to time by PLTW, INC. in its reasonable discretion.

3. PLTW Curricular Programs.

The Entity agrees to follow the **PLTW** curricula and to meet **PLTW** quality standards and practices including any concurrent student course requirements as reasonably established by **PLTW, INC.** for students to be successful in the **PLTW** Program. Curricula, including concepts and objectives, must be taught in its entirety without interruption or any unauthorized modification. Additional information is found in the Program Requirements.

4. PLTW Software.

The **PLTW** curricula are supported by certain software programs that align with the **PLTW** curricula to provide students with rigorous and relevant application of skills. The Entity must obtain or purchase annual or other available rights to the software programs which are integrated into the **PLTW** Program courses in that academic year. These rights may be subject to limitations established by the owner of the software, which may include school or site restrictions, as outlined in the Program Requirements. If the right to use the software is on an annual basis, then the term for the rights is the then current academic year of this Agreement, after which the Entity must cease the use of the software unless this Agreement is renewed for additional terms. All software shall be subject to the standard end-user license agreement from the software vendor, a copy of which is included with the software, and copyright for each software package remains with its owner and is protected by applicable copyright law. The Entity agrees to maintain reasonable security measures to protect the software, and to prohibit its unlawful use. When not in actual use, the Entity agrees to secure the software. Additional information is found in the Program Requirements.

5. PLTW Curricular Program Participation Fee.

PLTW Curricula are provided at no charge to participating schools. For other **PLTW** Program benefits, the Entity will be assessed an annual participation fee for each school or site participating in the **PLTW** Program. The participation fee(s) shall be due and payable no later than August 31st of each year this Agreement is in effect. Current participation fees are set forth in the Program Requirements. The participation fee covers required software rights, program support features to the curriculum for which a school has trained teachers, as well as the associated support systems such as end of course assessments and teacher online on-demand professional development offered by **PLTW, INC.** A full list can be found in the Program Requirements. **PLTW, INC.** may adjust any participation fees on an annual basis in the sole discretion of **PLTW, INC.**, provided, however, that **PLTW, INC.** shall provide notice no later than March 1 of each year of any such increases or decreases for the following academic year. Additional information is found in the Program Requirements.

6. PLTW Partnership Team.

The objective of the **PLTW** Partnership Team is to provide optimal support and to facilitate the operation of the entire **PLTW** Program, while building community support and advocacy. By the end of the second year, the Entity shall establish and operate a **PLTW** Partnership Team and is responsible for selecting all members. Additional information is found in the Program Requirements.

7. Required Training.

A. PLTW Teacher Training. Teachers are required to successfully complete course specific **PLTW** Teacher Training for each **PLTW** course they will instruct. The Entity will select each teacher for participation in the **PLTW** Teacher Training program. It is the sole responsibility of the Entity to ensure that every teacher meets all Federal, State and local requirements to teach each respective **PLTW** course. The Entity shall register each teacher being selected for training with **PLTW, INC.** by the date required under the Program Requirements. **PLTW, INC.** reserves the right to accept or reject any training candidate. Additional information is found in the Program Requirements.

B. PLTW Counselor Training. Counselors/Advisors are required to successfully complete **PLTW** Counselor Training. Additional information is found in the Program Requirements.

8. Equipment Used in the PLTW Program.

A. Equipment. To assure that the Entity's school or site facilities properly support the **PLTW** Program, and to provide special purchase or license agreements and other costs savings practices negotiated by **PLTW, INC.**, the **PLTW** Purchasing Manual includes details on equipment, supplies and other items (collectively referred to as "equipment" in this Agreement) that are required to implement the **PLTW** Program. In some instances, it is required that specific equipment (including software), be used due to curricular requirements. Unless specific equipment is required by **PLTW, INC.**, the Entity may implement the **PLTW** Program using equipment purchased from vendors not listed in the **PLTW** Purchasing Manual, provided such equipment meets or exceeds program specifications and adequately supports the **PLTW** Program. The Entity shall be responsible for ensuring that equipment will meet or exceed Program Requirements and adequately support the **PLTW** Program. Additional information is found in the Program Requirements.

B. Safety. The Entity is solely responsible for the safe and proper implementation of the **PLTW** Program at its sites and schools. The Entity hereby covenants and agrees that any facility used to teach the **PLTW** Program shall be adequately equipped to operate the equipment safely and properly and that such facility and any equipment used thereon shall at all times comply with applicable standards and/or customary practices relating to safety and reasonable use. The Entity shall be solely responsible for providing its faculty with appropriate safety training relating to the implementation of the **PLTW** Program.

9. Assessment and Evaluation of Results.

PLTW, INC. assists and supports participating entities and the quality of the **PLTW** Program through studying and evaluating the effectiveness of the **PLTW** Program on an ongoing basis in order to update instructional, curricular and assessment materials and otherwise improve the instruction that **PLTW** participating entities provide to students. These efforts include the development, validation, and administration of assessments, examinations, surveys and/or other measurement tools on behalf of entities during their participation in the **PLTW** Program. **PLTW, INC.**'s ongoing studies review longitudinal student achievement data. **PLTW, INC.** retains data for four to six academic years after a student's estimated matriculation date, after which time the data is destroyed; at the request of the Entity, a copy of the data will be returned to the Entity prior to destruction. In support

of these efforts, Entity acknowledges its participation annually in the **PLTW** systematic assessment and evaluation process. **PLTW, INC.** will provide, and the Entity will participate in, the **PLTW** online systematic assessment and evaluation process conducted by **PLTW, INC.** and/or its designated representatives, which includes online teacher registration, online student rostering/registration, and full participation in various assessments, examinations, surveys and/or other measurement tools using technology and other support services provided by **PLTW, INC.** The Entity and **PLTW, INC.** acknowledge and agree that the personally identifiable data is confidential, and shall be used, shared and maintained for the purposes set forth above and only in accordance with reasonable privacy/security measures, proper professional practices, student confidentiality and applicable laws, including FERPA. Use or access to any protected data obtained as a result of these studies will be limited to representatives with a legitimate interest in accessing this data and re-disclosure of any personally identifiable information will be done in limited instances only, and only as allowed by, and consistent with, applicable laws. The Entity shall be responsible for implementing annual notifications, record-keeping and other such privacy requirements relating to these services.

10. Delivery of Materials and Communication.

In order to facilitate the delivery of the **PLTW** curricula and other **PLTW** Program materials to the Entity, and to facilitate communication for the **PLTW** Network, **PLTW, INC.** will use various internet applications and systems. **PLTW, INC.** shall determine which systems and applications will be used, in its sole discretion, and will implement reasonable security measures to safeguard sensitive data. Schools will implement appropriate measures to facilitate communication with these applications and systems. Additional information is found in the Program Requirements.

11. License.

A. Scope. The Entity acknowledges that **PLTW, INC.** retains all rights and title to its marks, curricula, framework, methodologies, processes, information, materials and other intellectual property (collectively referred to in this Agreement as “materials”). **PLTW, INC.** grants to the Entity a non-exclusive, non-transferable license to reproduce and use, to the extent authorized herein, printed or electronic materials developed and/or used in connection with the **PLTW** Program, for the sole purpose of instruction to students at registered schools or sites that are actively providing **PLTW** instruction, and appropriate training for authorized faculty. Any other use, reproduction, disclosure or distribution of such materials, including but not limited to commercial use, shall be strictly prohibited.

B. Program Identification. **Project Lead The Way, PLTW, the PLTW “atom” logos, Gateway To Technology, Innovation Portal** and other marks used in the **PLTW** Program are service/trademarks of **PLTW, INC.** During the term of this Agreement, the Entity shall use the appropriate logos, marks and other identifying materials on all **PLTW** Program materials and communications with faculty, students, officials and community constituents. **PLTW, INC.** will supply the Entity with appropriate instructions and labels relating to such identifying material to facilitate the proper promotion of the **PLTW** Program. Upon termination of this Agreement, the Entity shall cease using any such identifying material and shall make no representations linking any of its own educational programs to the **PLTW** Program without the prior written consent of **PLTW, INC.** All press releases and other public pronouncements involving the **PLTW** Program shall be subject to the advance approval of **PLTW, INC.** through **PLTW, INC.’s** designated representative. The Entity agrees to reasonably promote and publicize the **PLTW** Program in order to encourage student participation, and to retain

its distinct character.

C. Termination. The license granted hereunder shall cease upon the earliest to occur of: (i) the termination of this Agreement; or (ii) PLTW, INC. providing sixty (60) days written notice to the Entity of its election to revoke the license. Upon termination of the license all material shall cease to be used and, at the election of PLTW, INC., all materials, including any reproductions thereof, shall be immediately returned to PLTW, INC., and in no event later than fifteen (15) days after the effective date of termination.

12. Representations and Warranties of the Entity.

The Entity hereby makes the following representations and warranties: (a) This Agreement has been duly approved by the governing authority of the Entity, and the person executing this Agreement on behalf of the Entity has been duly authorized to so act by such Entity; (b) This Agreement is a legally binding agreement whose rights and obligations run only between the Entity and PLTW, INC. and the Entity's execution of this Agreement does not create rights in any other party; and (c) The terms of this Agreement do not violate or conflict with the Entity's charter or any other of its rules of governance, the laws of the Entity's State or any subdivision thereof, or any other agreement to which the Entity is a party.

13. Default.

A. Material Breach and Cure Period. Upon a material breach of this Agreement by either party which is not cured within fifteen (15) days after written notice is mailed to the defaulting party, this Agreement shall terminate effective upon the completion of the then-current academic year.

B. Non-payment or Failure to Implement Program. If the Entity fails to make prompt payment of the participation fee in accordance with the terms of this Agreement or to implement the PLTW Program for the academic year immediately following the date of this Agreement, then this Agreement may immediately terminate, at the option of PLTW, INC. In the event that Entity implements one or more courses, but fails to timely and properly implement the courses required for the Entity's PLTW Curricular Program(s), then, this Agreement may immediately terminate, at the option of PLTW, INC.

C. Other Remedies. In addition to the right to terminate the Agreement upon a breach thereof, the parties shall also have the right to exercise all of their respective remedies, both legal and equitable, as a result of the breach.

14. Term: Annual Renewal of Agreement.

The initial term of this Agreement shall begin as of the date of signing and shall end on June 30th of the following year; this Agreement shall be automatically renewed for additional contract years (July 1 – June 30) unless a party terminates the Agreement by notice to the other party in writing no later than April 1 preceding the commencement of the next Contract Year.

15. Protection of Intellectual Property.

The Entity agrees to adhere to any and all restrictions in connection with equipment, software and other intellectual property use agreements between PLTW, INC. and software producers, vendors or other such entities, and to take proactive measures to protect intellectual property used or available under such agreements, as shall be requested by PLTW, INC. or the owner of the intellectual property. Upon a termination of this Agreement, the Entity shall discontinue use of all software or other intellectual property provided to them pursuant to this Agreement or through special agreements relating to the Entity's participation in the PLTW Program. PLTW, INC. assumes no liability for the non-performance of the software or other intellectual property but will provide reasonable assistance to resolve non-performance issues with the owner of the software or other intellectual property. The Entity agrees that if it materially breaches these restrictions, its right to use such software or other intellectual property will be terminated and all software or other intellectual property shall be immediately returned to PLTW, INC. or the owner. The Entity shall solely be responsible for any remedies sought by the owner relating to the Entity's breach of these provisions, and PLTW, INC. shall not be liable in any way for such breach.

16. Responsibility of Parties.

To the extent permitted by law, the Entity hereby agrees to indemnify, defend and hold harmless PLTW, INC. from and against, and in respect to, any and all losses, expenses, costs, obligations, liabilities and damages, including interest, penalties and reasonable attorney's fees and expenses, that PLTW, INC. may incur as a result of any negligent or willful act of the Entity or any of its agents or employees or the failure by such Entity to perform any of its representations, warranties, commitments, or covenants under this Agreement.

To the extent permitted by law, PLTW, INC. hereby agrees to indemnify, defend and hold harmless the Entity from and against, and in respect to, any and all losses, expenses, costs, obligations, liabilities and damages, including interest, penalties and reasonable attorney's fees and expenses, that the Entity may incur as a result of any negligent or willful act of PLTW, INC. or any of its agents or employees or the failure by PLTW, INC. to perform any of its representations, warranties, commitments, or covenants under this Agreement.

17. Miscellaneous Provisions.

A. Assignment. The Entity is prohibited from assigning to or in any other way enabling any of its rights under this Agreement to inure to any third party without the prior written consent of PLTW, INC. This prohibition on assignment shall be a material term of this Agreement and any violation of this Section shall be a material breach of this Agreement, which shall allow PLTW, INC. to terminate this Agreement.

B. Notices. Legal notices or communications required under this Agreement shall be in writing and shall be sent by registered or certified mail, return receipt requested, or by overnight delivery, as follows:

If to the Entity:

Germantown School District
N104 W13840 Donges Bay Road
Germantown, WI
53022

If to PLTW, INC.:

Project Lead The Way, Inc.
Attn: PLTW Agreements
3939 Priority Way South Dr, Ste 200
Indianapolis, IN 46240
ph: 877-335-7589

Other notices or communications permitted under this agreement shall be sent via the PLTW electronic communication network.

C. Benefit. This Agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective successors and permitted assigns.

D. Entire Agreement. This Agreement, including any instruments of agreements attached hereto as exhibits or incorporated herein by reference, contains the entire understanding of the parties with respect to the subject matter hereof. This Agreement supersedes all prior agreements and understandings between the parties with respect to such subject matter.

IN WITNESS WHEREOF, the parties have each executed this Agreement on the dates indicated below.

Germantown School District

Date: _____

By: _____

Entity Superintendent or School Board
President/Chairperson, or their legally
authorized designee

Name: _____

Title: _____

Project Lead The Way, Inc.

Date: _____

By: _____

Andrea E. Croslyn, Ph.D.
Executive VP, Chief Operating Officer

DATA SHARING MEMORANDUM OF UNDERSTANDING
BETWEEN
GERMANTOWN SCHOOL DISTRICT
AND
PROJECT LEAD THE WAY, INC.

This Memorandum of Understanding will confirm the terms of that agreement entered into between PROJECT LEAD THE WAY, INC. (hereinafter "PLTW") and Germantown School District (hereinafter "Entity") for the Entity's participation in the PLTW Program, as it relates to the Entity's provision of educational records and data to PLTW.

Purpose, Scope and Duration. PLTW, INC. assists and supports participating entities and the quality of the PLTW Program through studying and evaluating the effectiveness of the PLTW Program on an ongoing basis in order to update instructional, curricular and assessment materials and otherwise improve the instruction that PLTW participating entities provide to students. These efforts include the development, validation, and administration of assessments, examinations, surveys and/or other measurement tools on behalf of entities during their participation in the PLTW Program. PLTW, INC. will provide, and the Entity will participate fully in, the PLTW online systematic assessment and evaluation process conducted by PLTW, INC. and/or its designated representatives, which includes online teacher registration, online student rostering/registration, and full participation in various assessments, examinations, surveys and/or other measurement tools using technology and other support services provided by PLTW, INC. PLTW, INC.'s ongoing studies review longitudinal student achievement data, so PLTW, INC. retains data for four to six academic years after a student's estimated matriculation date. This range is provided so that appropriate longitudinal data can be obtained for various courses offered by the Entity and other participating schools, and provides flexibility for longitudinal studies to be adjusted for factors that arise in the course of such studies. The information is used each year to assist PLTW, INC. in informing instruction under the PLTW Program on an annual and ongoing basis.

Information to be Disclosed: The data that is collected by PLTW, INC. includes the following: NCES code, teacher first/last name and email, course name, course begin date, student first/last and state ID number, student grade level, gender, date of birth, race, ethnicity, IEP status and testing accommodations needed. This information allows PLTW, INC. to analyze performance of various student populations, as well as students as whole, to determine skills students have developed and whether those skills will allow students to continue successfully in STEM fields. The Entity and PLTW, INC. acknowledge and agree that the personally identifiable data is confidential, and shall be used, shared and maintained only for the purposes set forth above and only in accordance with reasonable privacy/security measures, proper professional practices, student confidentiality and applicable laws, including FERPA. The data will be used only in a manner that does not permit the personal identification of parents or students by anyone other than the organization with legitimate interests.

Limitations on Use of Protected Data/Security: Use or access to any protected data obtained as a result of these studies will be limited to representatives of PLTW, INC. with a legitimate interest in accessing this data. Various security controls will be implemented by PLTW, INC., which may include the following: (1) Storage of student educational records in secure, password-protected folders that are only accessible by designated PLTW staff. All such staff must sign an acknowledgment of compliance with security protocols to protect such data. (2) Performance of background checks on employees. (3) Network user names and passwords are used to provide secure access and also for accountability purposes. (4) Contracts with third party vendors will incorporate provisions addressing safeguards for security, measures to be taken to address service interruptions, redundancy/emergency/backup measures, incident notification and remedial measures, and liability/indemnification. (5) Protocols are followed for security software/configurations for equipment that is used to store records. (6) Protocols are established for transmission of data that contains personally identifiable information only via secure methods, such as "Hightail" or "yousendit." (6) Re-disclosure of any personally identifiable information will be done in limited instances only, and only as allowed by, and consistent with, applicable laws. The Entity shall be responsible for implementing annual notifications, record-keeping and other such privacy requirements relating to these services.

Destruction of Data. Study data will be retained for a period of for four to six academic years after a student's estimated matriculation date, after which time the data will be permanently destroyed. At the request of the Entity, a copy of the data may be returned to the Entity prior to its destruction.

PROJECT LEAD THE WAY, INC.

By: _____ Date _____
Andrea E. Croslyn, Ph.D.
Executive VP, Chief Operating Officer

GERMANTOWN SCHOOL DISTRICT

By: _____ Date _____
Its Authorized Representative
Name
Title

GERMANTOWN SCHOOL DISTRICT

TO: Board Members **TOPIC:** Summer School 2014
FROM: Brenda O'Brien **BOARD MEETING:** April 14, 2014
DATE: April 8, 2014 **AGENDA ITEM:** XIII.A.

The Summer School Program for 2014 continues to include a strong focus on student academic and developmental progress. The first attachment outlines the courses offered to students who are not experiencing success with their current grade level content standards and established benchmarks. Students enroll in these courses based on teacher recommendation. Students attending these courses have opportunities to strengthen their skills through instructional activities, including the use of technology and various software programs. All courses on this document have been offered in previous years.

The additional attached documents are the course proposals submitted for Summer School, 2014. The proposals have been shared, discussed, and approved through the Instructional Improvement Council (IIC) on March 19.

High School Band (offered in previous years)

Students will receive instruction in music preparation, foundations of music, and marching instruction and technique.

Middle School Band (offered in previous years)

Students will receive instruction with introductory lessons and a full band experience. Students in grades 7 and 8 will have an opportunity to learn jazz ensemble techniques.

Game Leader Training (offered in previous years)

This week-long course focuses on preparing students to develop leadership skills through games, thus allowing them to teach and facilitate recess games to younger students throughout the school year.

Greek Mythology (new this year)

This course focuses on writing through Greek Mythology. The culminating project for this course is a student-written play based on chosen creatures from myths and legends. Students would meet for four hours per day for 10 days. The instructor is proposing to run two sessions of this course.

Genre Writing Workshop (new this year)

This is a five-week course designed to promote writing across the different genres. Students will meet for two hours each day. Each week will focus on a specific genre (essays, journalism, poetry, creative writing, resumes/college essays/cover letters). For this year, this course will **not** be offered for credit as indicated on the proposal. No additional materials are needed.

This year's PK-8 program will run for five weeks. Proposed dates are June 24 – July 24, 2014. For the high school program, credit recovery courses for 9th and 10th grade students in the content areas are available. High school students are required to successfully complete 36 hours of instruction to earn a credit.

Student FTE	Summer, 2013	Summer, 2012	Summer, 2011	Summer, 2010
PK – 8 Program	8.16	6.71	4.52	6.7
Health Careers	.75	.75	.76	.98
KMS Summer Band	4.77	2.1	2.1	2.1
GHS Summer Band	2.31	5.8	6.3	10.24
HS Credit Recovery	2.13	.05	1.2	.12

RECOMMENDATION: Approve the new course offerings and proceed with the 2014 Summer School Program as presented and the filling of staff positions as needed based upon student enrollment.

COURSE DESCRIPTORS FOR SUMMER SCHOOL

Number of hours indicates number of instructional hours.

MATH BOOSTERS (REMEDIAL MATH) grades 1-8 (2.25 hours per day for 4 weeks)

Students who have skill deficiencies in mathematics will be provided instruction relative to their weaknesses. Students may be grouped into a course with students from other grade levels.

Instruction will be provided in three parts:

- 45 MINUTES OF DIRECT INSTRUCTION DAILY
- 45 MINUTES OF TECHNOLOGY LAB 2X/WK
- 45 MINUTES OF ACTIVITY LAB 2X/WK

LITERACY BOOSTERS (REMEDIAL READING & LANGUAGE) grades 1-8 (2.25 hours per day for 4 weeks)

This course is designed for students who need reinforcement of their reading and language arts skills or for those who need instruction to maintain the growth they made during the school year. The course is run as a combination of direct instruction and either a technology lab or activity lab. Writing experiences will be an integral part of the class. Students may be grouped into a course with students from other grade levels. Instruction will be provided in three parts:

- 45 MINUTES OF DIRECT INSTRUCTION DAILY
- 45 MINUTES OF TECHNOLOGY LAB 2X/WK
- 45 MINUTES OF ACTIVITY LAB 2X/WK

Some students may also participate in an intensive small guided reading group.

JUMPING INTO KINDERGARTEN (3 hours per day for 4 weeks)

This course is for children lacking preschool experiences or skills necessary for starting kindergarten. The course focuses on foundational skills in math and pre-reading skills. Some of the skills that will be focused on include name writing, cutting, letter-sound recognition and correlations, calendar, number recognition, and counting. Students will be recommended to the course based on kindergarten screening results and a discussion with the parents at the kindergarten screening.

TRANSITION TO 1ST GRADE (3 hours per day for 4 weeks – 2 sections of 1.5 hours)

Designed for students who have had a kindergarten experience, but need the reinforcement of summer school to maintain skills and improve before entering first grade.

GEARING UP FOR 2ND GRADE (August 12-22 at Each Elementary Building - 8 sessions M-Th)

Based on building specific achievement data, students will be identified for this invitation opportunity. Using a guided reading model from a balanced literacy program, students will be engaged in activities designed to prepare them for 2nd grade.

COMMUNITY-BASED INSTRUCTION per schedule

Designed for secondary students identified with disabilities. The program focuses on the introduction of basic daily living skills. Opportunities are provided for application of skills through community based experiences.

According to the 2014 Summer School Guidelines from the Department of Public Instruction (DPI):

Districts may only charge a minimal material fee if the district is claiming membership for state aid or revenue limit purposes for the course. If the district claims state aid under s. 121.14, Wis. Stats., there shall be no cost to the resident student beyond individual use supplies (towels, gym clothes, notebooks, pencils), textbooks, or similar items (workbooks). Items for which fees are charged must be legally permitted and actually purchased for summer school use.

Examples of items for which fees cannot be charged are: internet access, software, tuition/instruction, equipment/apparatus, vehicles, gas, insurance, transportation, shuttling, food or lodging for off-campus classes, building costs, and entry fees.

Summer school fees cannot be used to subsidize other classes or students. For example, charging a single fee, such as \$20, to all summer school students is not allowed unless it can be documented that each student received or consumed supplies at least equal to the fee. Most often fees will vary, and depend on what supplies and materials each class uses.

Based on the above DPI regulations, I am recommending the following changes to the fee structure for Summer School:

	2013	2014
Transition to 1st Grade	\$25	\$15 (math workbooks)
Jumping into Kindergarten	\$15	\$5 (supplies box)
Games Leader Training	\$0	\$0
Greek Mythology		\$0
Genre Writing		\$0
Math Boosters	\$25	\$15 (math workbooks)
Literacy Boosters	\$25	\$0
High School Credit Recovery	\$0	\$0
Kennedy Middle School Band	\$25	\$0
GHS Band	\$35	

Based on the DPI regulations, we must invite all students to summer school. This includes an invitation to the students who reside in Germantown yet attend private schools or are homeschooled. Once approved, we will send packets of information to our private schools within our attendance area and post all materials on the district website for families to access. We anticipate doubling our enrollment in summer school as a result of this change. The following teacher contracts reflect this increase in enrollment from 2013:

Teacher Contracts

Genre Writing	48 hours x \$26 per hour = \$1248
Games Leader Training	15 hours x \$26 per hour x 2 teachers = \$780
Transition to 1st Grade	80 hours x \$26 per hour = \$2080
Jumping into Kindergarten	80 hours x \$26 per hour x 2 teachers = \$4160
Greek Mythology	80 hours x \$26 per hour = \$2080
Math Boosters	80 hours x \$26 per hour x 6 teachers = \$12,480

Literacy Boosters	80 hours x \$26 per hour x 10 teachers = \$20,800
High School Credit Recovery	40 hours x \$26 per hour x 3 teachers = \$3120
KMS Band	106 hours x \$26 per hour = \$2736
	104 hours x \$26 per hour = \$2704
GHS Band	124 hours x \$26 per hour = \$3224
	81 hours x \$26 per hour = \$2106
Healthcare Career Academy	\$1500

Other Contracts

Principal	\$
Secretary	\$800

Contract Total = \$59,818 + principal contract

Purchase of Additional Materials:

For the supportive reading class, I am recommending the purchase of guided reading text sets for teachers and leveled books for students. These sets contain a wide variety of titles in both fiction and non-fiction. This will support those student invited to summer school as well as students wanting to enroll in the course.

Guided Reading Text Sets and 60 Leveled books Grades K/1:	$\$369.95 \times 2 = \739.90
Guided Reading Text Sets and 60 Leveled books Grades 2/3:	$\$369.95 \times 2 = \739.90
Guided Reading Text Sets and 60 Leveled books Grades 4/5:	$\$369.95 \times 2 = \739.90
Guided Reading Text Sets and 60 Leveled books Grades 6-8:	$\$369.95 \times 1 = \369.95

Shipping - \$260
 Reading Materials Total - \$2849.65

For the supportive math class, I am recommending the purchase of student workbooks to support the *First Place Math* materials purchased last year; these are consumable workbooks the students will take home with them at the end of the course. *First Place Math* is a great resource to help students reinforce their understanding of computational fluency (understanding of basic facts).

Workbooks are approximately \$5.00 per student - purchased through Amazon
 Approximately 130 students

Shipping = \$65
 Workbook Total = \$715

In addition to *First Place Math*, I am recommending the purchase of student workbooks and teacher resources for *Stepping Stones* to reinforce problem-solving and application of mathematical concepts. This additional resource, used in conjunction with *First Place Math*, will provide teachers and students with resources to support the areas of mathematical fluency and problem-solving.

Teacher Resources are \$199.00 per grade (K - 5) = 6 x \$199.00 = \$1194
Teacher Resources for grades 6-8 are \$99.95 (one needed) = \$99.95

Workbooks are \$10.95 per student Grades K-5 and \$9.95 per student in grades 6-8
Approximately 100 students Grades K-5 = \$1095
Approximately 20 students Grades 6-8 = \$199

Shipping = \$260
Math Materials Total = \$2587.95

Grand Total for Summer School: \$63,670.60

Ric Erickson will be presenting additional information regarding the financial impact of this total. Based on preliminary calculations, the range of financial impact could be from the district experiencing no real difference in the amount of state aid to an increase of nearly \$150,000 if we double our past years' FTEs. It is important to note that this is not additional revenue, but rather shifting monies from local dollars to state aid.

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: DECA Overnight Travel
Request

FROM: GHS Administrative Team

BOARD MEETING: April, 2014

DATE: March 26, 2014

AGENDA ITEM: XIII.B.

Three Germantown High School DECA students (all male) and advisor Peter Hammen have requested an overnight stay to compete at the National DECA Competition, May 3-7, 2014 at the Georgia Dome, Atlanta, GA. The total cost of the trip for students including travel, lodging, and registration, will be covered by participating students and fundraising.

RECOMMENDATION: Approve the overnight travel request for three high school DECA students and advisor Peter Hammen to travel to Atlanta, GA May 3-7, 2014 to compete at the National DECA Competition.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form: Peter Hammen, GHS FBLA	Explanation of Field Trip: DECA National Conference and Competition
Date Submitted to Building Princip: 3/26/2014	
Date Submitted to Superintendent's Office:	Location of Field Trip (Be Specific): Omni Hotel and Georgia Dome, Atlanta, GA
Number of Students on Field Trip: 3	Date(s) of Field Trip: May 3 - May 7, 2014
Number of Advisors on Field Trip: 1	

BREAKDOWN OF FIELD TRIP COSTS FOR STUDENT AND FOR ADVISOR

	FOR STUDENTS		FOR ADVISORS	
	Board Funding Portion	Club Funding Portion	Board Funding Portion	Club Funding Portion
Registration	\$ -	\$ 375.00	\$ -	\$ 125.00
Transportation	\$ -	\$ 1,080.00	\$ -	\$ 360.00
Lodging	\$ -	\$ 1,020.00	\$ -	\$ 340.00
Meals	\$ -	\$ -	\$ -	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ -	\$ 2,475.00	\$ -	\$ 825.00
Total Students or Advisors from Above	3	3	1	1
Cost Per Student or Advisor	\$ -	\$ 825.00	\$ -	\$ 825.00
Grand Total Cost	\$ 3,300.00			

GERMANTOWN SCHOOL DISTRICT

TO: All Board Members **TOPIC:** Principal Resignation
FROM: Jeff Holmes **BOARD MEETING:** April 14, 2014
DATE: April 8, 2014 **AGENDA ITEM:** XIII.D.

Rockfield Elementary Principal Lynn Bub has submitted her letter of resignation on April 8, 2014 effective June 30, 2014 to accept employment in another school district. Lynn was hired in July of 2011, serving the district for three years.

RECOMMENDATION: Accept the resignation of Lynn Bub effective June 30, 2014 and thank her for her service to the district.