

**GERMANTOWN SCHOOL DISTRICT**

**Notice of Personnel Committee Meeting**

December 18, 2017

5:30 p.m.

**Germantown School District Administration Building**

N104 W13840 Donges Bay Rd.

Germantown, WI 53022

**AGENDA**

- I. Meeting Called to Order**
- II. Roll Call**
- III. Agenda Revisions and Approval**
- IV. Approval of Minutes**
  - A. October 23, 2017
- V. New Business**
  - A. Discussion and action regarding Support Staff pay increases.
  - B. Discussion and action regarding National Board Certification salary enhancement.
  - C. Discussion regarding proposed 2018-19 calendar.
- VI. Adjourn**

*Note: School Board members who are not members of the Personnel Committee may be present at this Personnel Committee meeting.*

**GERMANTOWN SCHOOL DISTRICT  
MINUTES OF THE BOARD OF EDUCATION  
PERSONNEL COMMITTEE MEETING**

**OCTOBER 23, 2017**

1. The meeting of the Personnel Committee was called to order by Committee Chair, Sarah Larson at 5:30 P.M. in the District Office Board Room.
2. Personnel Committee Members present: Sarah Larson and Lester Spies, and ex-officio committee member Board President Bob Soderberg. Committee Member Brian Medved was absent (excused). Superintendent Jeff Holmes, Director of Human Resources Mike Nowak, and Director of Business Ric Ericksen were also present.
3. Motion by Spies, second by Soderberg to approve the agenda. Motion carried.
4. Motion by Spies, second by Soderberg to approve the October 9, 2017 committee meeting minutes. Motion carried.
5. The Committee discussed adjustments to employee handbooks that have been made since the October 9, 2017 committee meeting including language changes to equalize bereavement leave for all employee groups and the equalization of cash-in-lieu of insurance amounts which will be brought to the Board by the Insurance Committee for additional discussion and possible action as well.
6. Motion by Spies, second by Soderberg to forward to the Board with a positive recommendation, approval of all co-curricular coaching contracts. Motion carried.
7. Motion by Spies, second by Soderberg to adjourn. Motion carried.
8. Committee Chair Sarah Larson declared the meeting adjourned at 6:08 P.M.

Jayne Borst  
Recording Secretary

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Lester Spies  
School Board Clerk

**GERMANTOWN SCHOOL DISTRICT**

**TO:** Personnel Committee

**TOPIC:** Support Staff Compensation

**FROM:** Michael Nowak

**BOARD MEETING:** December 18, 2017

**DATE:** December 12, 2017

**AGENDA ITEM:** V.A.

Administration is making a proposal the Personnel Committee to provide our Support Staff with a 2.5% pay increase of current salaries for the 2017-18 fiscal school year. We appreciate of the continuing hard work and dedication of our Support Staff employees. Their efforts are vital to the overall growth and success of the Germantown School District.

**RECOMMENDATION:** Approval and a positive recommendation to provide a 2.5% pay increase of current salaries for the 2017-18 fiscal school year for our Support Staff effective July 1, 2017.

## GERMANTOWN SCHOOL DISTRICT

**TO:** Personnel Committee

**TOPIC:** National Board Certification

**FROM:** Michael Nowak

**BOARD MEETING:** December 18, 2017

**DATE:** December 13, 2017

**AGENDA ITEM:** V.B.

The Germantown School District Teacher Handbook currently includes the following information regarding National Board Certification, **“The District currently offers teachers an additional \$1,500 per year if you obtain National Board Certification while an employee of the District. Employees will continue to receive the \$1,500 each year they continue to have current National Board Certification and are employed by the Germantown School District. If any teacher’s National Board Certification has lapsed, they will no longer receive the additional \$1,500 in salary.”** It has come to our attention that two of our teachers received National Board Certification prior to being employed in Germantown and as a result are ineligible to receive this salary enhancement. The administration is proposing a modification of this language which would allow for these individuals and other future hires who have received National Board Certification to receive the additional \$1,500 in salary.

Recommendation: Approve modification of Teacher Handbook language to appropriately recognize staff members who received National Board Certification prior to being employed in the Germantown School District.