

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

**October 14, 2019
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:
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. September 30, 2019 Budget Hearing and Annual Meeting
 - B. September 30, 2019 Board of Education Meeting
- V. Reports and Information Items
 - A. Student Representative Report
- VI. Insurance Committee
 - A. Discussion and action to approve 2020 employee benefit renewals.
 - B. Update on remaining items discussed at October 7 and 14, 2019 committee meetings.
- VII. Building Committee
 - A. Update on items from October 14, 2019 Building Committee meeting.
- VIII. New Business
 - A. Discussion and action to approve elementary attendance boundaries timeline.
 - B. Discussion and action to approve fee waiver requests.
 - C. Discussion and action to approve hockey co-op request.
 - D. Discussion and action regarding diving program and coach.
 - E. Discussion and action regarding high school German overnight travel request.
 - F. Discussion and action to approve November Board Meeting change.
 - G. Discussion and action to approve Start College Now and Early College Credit applications.
 - H. Discussion and action to approve RESOLUTION AUTHORIZING A TAXABLE TAX AND REVENUE ANTICIPATION PROMISSORY NOTE FOR CASH FLOW PURPOSES IN AN AMOUNT NOT TO EXCEED \$10,000,000.
- IX. Closed Session: The Board will entertain a motion to convene in closed session pursuant to Sections 19.85(1)(e), (f), and (g) to discuss an employee matter and business contract review. The Board may take action in closed session, if necessary or appropriate or entertain a motion to reconvene into open session to take further action, if necessary and appropriate, and/or to entertain a motion to adjourn the meeting.

**GERMANTOWN SCHOOL DISTRICT
MINUTES OF THE BUDGET HEARING AND
ANNUAL SCHOOL BOARD MEETING
September 30, 2019**

BUDGET HEARING

The Budget Hearing was called to order by Board President Robert Soderberg at 7:00 p.m. in the Germantown High School Performing Arts Center. Board President Soderberg and fellow Board members introduced themselves. President Soderberg introduced District Administrator Jeff Holmes and Director of Business Ric Ericksen. Mr. Holmes introduced all of the administration and staff present.

Superintendent Holmes read the official meeting notification.

Roll Call: Soderberg – yes, Medved – yes, Loth – yes, Borden – yes, Barney – yes, Spies – yes, Larson – yes.

Ric Ericksen presented the Energy Exemption and Debt Notification as required in Act 32.

Mr. Ericksen presented statements put together from building administrators regarding their thoughts on the investments in their buildings and then presented the 2019-2020 budget and answered questions from the public.

Board President Soderberg declared the Budget Hearing adjourned at 7:30 p.m.

ANNUAL MEETING

The Annual Meeting of the Germantown School District was called to order by Board President Robert Soderberg at 7:30 p.m. in the high school Performing Arts Center with the Pledge of Allegiance. Board President Soderberg and the Board of Education introduced themselves. Board President Soderberg introduced Director of Business Ric Ericksen and District Administrator Jeff Holmes who introduced all district administration and staff present.

Superintendent Holmes read the official meeting notification.

Roll Call: Soderberg – yes, Medved – yes, Loth – yes, Borden – yes, Barney – yes, Spies – yes, Larson – yes.

Motion by Lester Spies, second by Sarah Larson to elect Board President Robert Soderberg as the chairperson of the Annual Meeting. Motion carried unanimously.

District Administrator Jeff Holmes presented the Report from the District Administrator, thanking everyone for all the support over the last seven years and encouraging the district to stay the course that has been laid.

Board President Bob Soderberg welcomed staff, students, parents, and residents of the communities within the Germantown School District to the new Performing Arts Center and presented the Report of the Board of Education. Board President Soderberg thanked Jeff Holmes and Ric Ericksen who will both retire in June 2020.

Finance Committee Chair Michael Loth also thanked Jeff Holmes and Ric Ericksen before turning the presentation over to Director of Business Ric Ericksen who presented the Treasurer's Report of Fund 10 - General fund and reviewed the 2019-2020 Budget and Annual Meeting document that was mailed to school district residents prior to the meeting.

G1: VOTE A TAX FOR THE CAPITAL PROJECTS FUND (FUND 41) IN THE AMOUNT OF \$500,000 FOR THE PURPOSE OF FINANCING, REMODELING, REPAIR AND IMPROVEMENTS AT VARIOUS DISTRICT BUILDINGS AND SITES THROUGHTOUT THE DISTRICT.

Motion by Dennis Myers, second by Brian Medved, NOW, THEREFORE, BE IT RESOLVED by the electors of the Germantown School District, Washington County, State of Wisconsin, that a tax be levied in the amount of \$500,000 to maintain a capital improvements fund for the purpose of financing, remodeling, repair and improvement projects at various district buildings and sites. Motion carried by voice vote.

G2: VOTE A TAX IN THE AMOUNT OF \$150,000 FOR THE PURPOSE OF OPERATING A COMMUNITY SERVICES FUND (FUND 80).

Motion by Dennis Myers, second by Sarah Larson, NOW, THEREFORE, BE IT RESOLVED by the electors of the Germantown School District, Washington County, State of Wisconsin, that a tax be levied in the amount of \$150,000 to operate a community services fund for the purpose of offsetting costs associated with general community use of the districts' buildings and sites. Motion carried by voice vote.

G3: AUTHORIZE A TAX LEVY FOR THE 2019-2020 SCHOOL YEAR.

Motion by Dennis Myers, second by Tom Barney, NOW, THEREFORE, BE IT RESOLVED by the electors of the Germantown School District, Washington County, State of Wisconsin, that a school tax be assessed against all taxable property within the Germantown School District in the sum of \$35,511,762 necessary to operate and maintain the district school system and to finance the recommended general operating fund, the debt service funds (*including the energy exemption non-referendum and referendum debt levies*), the capital expansion fund, the community service fund, and all obligations for the 2019-2020 school year. Motion carried by voice vote.

G4: AUTHORIZE THE BOARD OF EDUCATION TO SELL OR LEASE DISTRICT OWNED PROPERTY.

Motion by Dennis Myers, second by Sarah Larson, NOW, THEREFORE, BE IT RESOLVED that the electors of the Germantown School District, Washington County, State of Wisconsin, authorize the Board of Education to acquire, by purchase or condemnation, real estate and structures and facilities appurtenant to such real estate necessary for school district educational purposes or no longer needed for district educational purposes. Motion carried by voice vote.

G5: APPROVE SALARIES AND EXPENSE REIMBURSEMENT OF SCHOOL BOARD MEMBERS.

Motion by Dennis Myers, second by Sarah Larson, NOW, THEREFORE, BE IT RESOLVED that the electors of the Germantown School District, Washington County, State of Wisconsin, that the yearly School Board salaries, as established at the September 30, 2019 School District Annual Meeting for the period of July 1, 2019 through June 30, 2020, should be as follows: President \$5,480, Vice President \$5,480, Treasurer \$5,480, Clerk \$5,480, Other Board Members \$5,480. Be it further resolved that the board members be paid \$40.00 for full-day special functions outside of the district and for the annual tour of the schools, and \$20.00 for half-day special functions or evening functions outside of the district. Out-of-district mileage shall be reimbursed at the current IRS per mile rate. Reimbursement shall be made for other actual necessary expenses (meals, lodging, etc.). Motion carried by voice vote.

G6: AUTHORIZE THE SCHOOL BOARD TO ESTABLISH THE ANNUAL MEETING DATE AND LOCATION FOR 2020.

Motion by Dennis Myers, second by Lester Spies, NOW, THEREFORE, BE IT RESOLVED that the electors of the Germantown School District, Washington County, State of Wisconsin, authorize the Germantown Board of Education to establish the date and place for the 2020-2021 Annual Meeting with the Annual Meeting starting at 7:30 p.m., excluding the evening of the first school day of the 2020-2021 school year. Motion carried.

Chairperson Robert Soderberg thanked staff and members of the public for attending and declared the 2019-2020 Annual Meeting adjourned at 7:56 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School District Clerk

**GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
September 30, 2019**

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the Germantown High School Performing Arts Center at 8:08 p.m. Superintendent Jeff Holmes read the official meeting notification. Roll call: Soderberg – yes, Medved – yes, Loth – yes, Borden – yes, Barney – yes, Spies – yes, Larson – yes.
2. Motion by Larson, second by Spies to approve the agenda. Motion carried.
3. District resident Dennis Myers thanked retiring administrators Jeff Holmes and Ric Ericksen for their service in Germantown and all of the improvements they brought, especially for students.
4. Motion by Larson, second by Barney to approve the September 17, 2019 Board of Education and Closed Session meeting minutes. Motion carried.
5. Director of Human Resources Mike Nowak presented an updated enrollment report.
6. Jeff Holmes informed the Board that the October 28, 2019 Board Meeting will be moved to Amy Belle Elementary and will follow an open house for the public and the Board to view all of the new improvements at the school.
7. Positive recommendation from Personnel Committee to approve the addition of a middle school News Club with two 2% advisors at \$700 each for a total of \$1400, the addition of United Sound at the high school with two 40 hour contracts at \$660 each for a total of \$1,320, and the addition of another spring intramural season at the high school with two 4% contracts at \$1,400 each for a total of \$2,800. Motion carried.
8. Positive recommendation from Personnel Committee to divide the Pom and Cheer contract into two seasons with an appropriate percentage of time determined at a later date. Motion carried.
9. Positive recommendation from Personnel Committee to approve Kennedy Middle School and Germantown High School winter and spring co-curricular coaching contracts for 2019-2020. Motion carried.
10. Finance Committee Chair Michael Loth updated the Board on items discussed in committee including September vouchers, increases in heating costs, rebates from Focus on Energy, fire damage at MacArthur, The American Deposit Management report and the tax impact of the referendum.
11. Motion by Spies, second by Loth to approve Robotics I and Robotics II courses at the high school beginning with the 2020-2021 school year. Motion carried.
12. Motion by Spies, second by Larson to approve General Music at Germantown High School beginning with the 2020-2021 school year. Motion carried.
13. Motion by Barney, second by Larson to approve the 1.0 FTE limited-term contract for Daysi Kovach at \$15,125. Motion carried.
14. Motion by Spies, second by Larson to adjourn. Motion carried.
15. Board President Soderberg declared the meeting adjourned at 8:23 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

GERMANTOWN SCHOOL DISTRICT

TO:	Board of Education	TOPIC:	2020 Employee Benefit Renewal
FROM:	Michael Nowak	BOARD MEETING:	October 14, 2019
DATE:	October 9, 2019	AGENDA ITEM:	V.I.A.

Information was provided by Associated Benefits and Risk Consulting (ABRC) at the October 7, 2019 Insurance Committee meeting in regard to 2020 renewals for ancillary lines of insurance in the Germantown School District. Renewals for dental, vision, short-term disability and long-term disability all came in at a 0% increase. Additionally, the committee discussed the 2020 health insurance renewal with information provided by ABRC. This topic of conversation will continue during the subsequent meeting of the Insurance Committee on October 14, 2019. Based upon upcoming open-enrollment periods, a target date of October 28, 2017 was established for 2020 health insurance renewal.

RECOMMENDATION: Approve the 2020 renewal of ancillary lines of insurance including Delta Dental, Delta Vision, Long-Term Disability (National Insurance Services NIS), and Short-Term Disability (NIS) at a 0% increase.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Elementary Attendance Boundaries (EAB)
FROM: Administration **BOARD MEETING:** October 14, 2019
DATE: October 11, 2019 **AGENDA ITEM:** VIII.A.

Given the Administration's current understanding of student enrollment in relation to availability of classroom space, Elementary Attendance Boundaries (EAB) should be addressed for the upcoming 2020-21 school year. The Administration is seeking the guidance of the Board in that process and the following pages provide the Board with goals and a potential process, with timeline, for making the upcoming determination by February 10, 2020.

RECOMMENDATION: Board's will.

The following goals have been developed by the Administration as a guide for the District's elementary attendance boundaries (EAB) determination process:

- To draw elementary attendance boundaries that support the efficient and effective use of transportation, school facilities, and resources while maintaining our fiscal responsibility to the public.
- To address, plan, and allow for future student growth through rezoning of our elementary attendance boundaries.
- To balance the enrollment numbers at each of our elementary schools to the greatest extent possible.
- To communicate information about possible boundary changes to families that are potentially impacted and provide an opportunity to provide feedback.
- To utilize the Transportation Committee and Guide K12 software to develop proposed elementary attendance boundary scenarios, will present the scenarios for input at five community meetings (four at the respective elementary schools and one district-wide), and will develop a recommended elementary attendance boundaries plan for the Board to consider.
- Alternate consideration - to create a community-based committee (Ad hoc Attendance Boundaries Committee or ABC) with representation from each of the elementary schools and also includes the Transportation Committee and administration.

Many considerations/factors/variables are given during the process. Possible considerations for the Board and community, in no particular order at this juncture, include:

- Capacity of elementary schools (2 - Four-track and 2 - Three-track);
- community input;
- demographic factors;
- shared areas;
- housing patterns and school history;
- geographical proximity;
- location of existing neighborhoods and communities;
- grandfathering of students;
- locations of natural or other boundaries such as major thoroughfares/roads, railroad tracks, etc.;
- consideration of the impact on respective families;
- projected future enrollment for the elementary schools; and,
- transportation patterns and considerations such as walking, busing, parent transportation, etc.

With the above stated, the Administration is recommending that the Board provide the Transportation Committee and Administration with a prioritized ranking of the above considerations and any other(s) identified during and/or after this discussion/presentation at your next meeting; October 28, 2019.

Proposed EAB Determination Timeline

- Board begins determination process: ***October 14, 2019***
- Board provides the prioritization of considerations/factors/variables to the Administration, Transportation Committee, and our Guide K12 consultant: ***October 28, 2019*** - at which time, our consultant will develop preliminary EAB scenario(s) for upcoming community input meetings
- Public release of draft preliminary scenario(s): ***November 6, 2019***
- Elementary School Community Input Meetings (4): ***November 2019***
- District-wide Community Input Meeting: ***December 2019***
- As needed, Board-suggested EAB scenario edit(s) meetings: ***January 2020***
- Board makes final EAB determination: ***February 10, 2020***

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Facility Use Fee Waiver Request:

FROM: Ric Ericksen

BOARD MEETING: October 14, 2019

DATE: October 9, 2019

AGENDA ITEM: VIII.B.

The following groups are requesting a fee waiver for facility use.

Kiwanis – The Kiwanis, along with Versiti (formerly known as The Blood Center of WI,) will be holding blood drives at Kennedy Middle School through the 2020 calendar year. The Kiwanis have held these drives in the past at the middle school. This group has used the facilities in the past without fees charged.

Germantown Youth Futures – Youth Futures is requesting a fee waiver for their use in the District buildings, primarily the middle school, to hold their monthly meetings and the lock-in for the middle school students. This group has used the facilities in the past for these meetings and event without fees charged.

Southeastern Girl Scouts of WI – Southeastern Girl Scouts of WI is requesting a fee waiver for all troops within the District, at various buildings to hold their troop meetings. These troops have used the facilities in the past for meetings without fees charged.

Attachments: Germantown School District Waiver request forms & Fee Sheets

RECOMMENDATION: At the Will of the Board of Education.

Germantown School District
Facility Request-Fee Waiver Form for Remainder of 2018-19 School Year
2020

Community groups or individuals may be permitted and are encouraged to use school facilities when such use does not interfere with the regular school program. Use is granted to groups in priority order with the District having first priority (1), the second priority (2) to the Municipalities of Germantown School District Parks and Recreation Department(s), and all other organizations or individuals per their designated priority group (3, 4, or 5). Any student, student related, civic, or non-commercial group may petition the Germantown School District Board of Education to have fees waived.

Individuals or groups requesting a fee waiver must complete the following information and submit request to the Office of Business and Auxiliary Services prior to the first (1st) Monday of each month for consideration by the Board at its 1st regular monthly meeting typically held the second (2nd) Monday of each month. **Completed waivers may be dropped off or mailed to the District's Business Office at N104 W13840 Donges Bay Road, Germantown, WI, 53022 or; if completing electronically, form must be saved on your personal device ahead of submitting and emailed to doorsecurity@gsdwi.org**

Date Submitted: Aug. 21, 2019

I. Contact Information:

Name, Mailing Address, & Email Address of Organization/Individual:

John Krause, G'town Kiwanis, PO Box 37, Germantown, WI 53022

Name, Mailing Address, & Email Address of Main Contact; if different from above:

John Krause, Sr @ hotmail.com

Primary Cell/Phone Number: 414-640-9008 Secondary Cell/Phone Number: —

II. Facility Request information:

Date(s) Requested: 1st Mon each even Facility Requested: —
numbered month in 2020 *

Time of Day Facility is needed (from when to when): 11:30 AM - 7 P.M.

General Questions:

1. Does this event directly benefit regular school programming? ☒ Yes ☒ No
2. Is this a fundraising civic or non-commercial event? ☒ Yes ☒ No
3. Are you recognized by the IRS as a Non-Profit? ☒ Yes ☒ No
4. What percentage of your organization's membership are GSD residents? 100%

III. Briefly describe your reason(s) for requesting a fee waiver in the space below:

G'town Kiwanis has co-sponsored the G'town Community Blood Drive since 2012. G'town schools joined as a co-sponsor in 2019. To conserve resources Kiwanis approached community stakeholder to volunteer space to be used in the collection process. KMS GAC has proven to be an excellent facility for this purpose. It is Kiwanis desire to continue this relationship with the Village of G'town and G'town schools if the GSD can waive the proposed fee.

* Feb 3, April 6, June 1, Aug 3, Oct 5, Dec 7, 2020

FOR OFFICE USE ONLY		
Fee Waiver Approved	Fee Waiver Denied	Special Conditions if Approved or Reason for Denial - See attached*

Date Received: 8.21.19 by Confirmed by: — Date: —

Return completed form to: Office of Business & Auxiliary Services, N104 W13840 Donges Bay Road, Germantown, WI, 53022

USE OF FACILITIES FEE STRUCTURE

Fee worksheet to estimate application fee and facility usage charge for gymnasiums and other co-curricular areas.

2 FACILITY/ROOM NEEDS

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$	Per Hr.	X	0	hours	\$	
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
GAC (Gold Activities Center-KMS)	\$7.50	Per Hr.	X	45	hours	\$	337.50
Kitchen (**Cook required)	\$	Per Hr.	X	0	hours	\$	-

3 EMPLOYEE NEEDS

*Computer Aide	\$	Per Hr.	X	0	hours	\$	-
**Cook	\$	Per Hr.	X	0	hours	\$	-
Custodian (set ups, cleaning, etc.)	\$	Per Hr.	X	0	hours	\$	

Name of employee in place of custodian: _____

4 ADDITIONAL SERVICES

Group Priority #3
25% of \$30/hr. Charge
6 Dates of 7.5 Hrs. Each

\$ -

Total Charges \$337.50

Group Name

Germantown Kiwanis

Person In Charge

John Krause

Building Principal

Susan Climer

NOTES:

10.3.19 bjm

Germantown School District Application for Facility Use

N104 W13840 Donges Bay Road

Germantown, WI 53022

(262) 253-3900

****Must be completed and returned at least 14 days prior to the date(s) being requested, but no earlier than nine (9) month prior to requested day****

Applicant Organization <u>Germantown Kiwanis</u>			
Applicant First Name <u>John</u>		Last Name <u>Krause, Sr.</u>	
Address <u>P.O. Box 37</u>		City <u>Germantown</u>	State <u>WI</u>
Phone Number <u>414.640.9008</u>		Zip <u>53022</u>	
Email: (Print Clearly) <u>john.krause.sr@hotmail.com</u>		21 or older? <u>yes</u>	

Check One: ☐ GSD Curricular or Co-Curricular Group (Must be funded thru GSD)
☒ Non-for-Profit Organization ☐ Business Organization

Attach proof of insurance and non-for-profit status (if applicable)

What is the Title of the Event: Germantown Community Blood Drive

Type of Event: Collection of blood from volunteer donors Total Expected Participants & Attenders: Approx 75 per event

Date of Use: _____ (Date range if being used for a seasonal program.) Ending Date of Use: _____
First Monday of each even numbered month in 2020

Days of the Week Being Requested: Sunday Monday Tuesday Wednesday Thursday Friday Saturday
(Please Circle)

Start Time: 11:30 AM PM Ending Time: 7:00 AM / PM

If additional time is required for set up prior to the event or tear down after, please give time being requested:

Hours Before: NA Hours After: NA

Germantown High School Performing Arts Center (PAC) use must be requested on PAC Request form, which can be obtained by emailing GtownPac@gsdwi.org

What School Building are you requesting: (Please Circle)

Amy Belle County Line MacArthur Rockfield Kennedy Middle Germantown High School

GAC

Area/Room you are requesting: (Please Circle)

Cafeteria	Elementary Gym	KMS Blue Gym	KMS Gold Gym
GHS Field House	GHS Main Gym	GHS Fitness Center	GHS Track
FH # of Courts _____	Weights/Yoga/Cardio	Pool	Elem. Art Room
Classroom: Specific Classroom # _____	# of Classrooms _____	Library	Misc <i>BAC</i>

(Classroom use approval is given on an individual basis and not automatically approved.)

Only one door entrance will be programmed for your use, and that entrance will be the door closest to your location use. Per Germantown Board of Education Policy, an adult door monitor must be present for doors unlocked for your use.

Door access points, determined by GSD. If you have questions about your access point, please contact your school office or person you are working with for your requested use.

Do you require any additional items? Chairs _____ Tables _____

What special requirements / needs are you requesting for your use?

Miscellaneous as in the past.

Do you require any AV Equipment: (Please Circle)

Speaker System – Yes or No

Screen – Yes or No

Projector – Yes or No

I understand fees may be associated with my use, if I fall under those Board Policy priority groups, and that I must request and submit the proper waiver request forms to the Board of Education within 30 days of my scheduled use.

The undersigned applicant or organization agrees by all policies, rules and regulations of the School District governing the use of building and grounds as a consideration for being permitted to use the school facilities and equipment, and that the rules are obeyed and carried out; to assume responsibility for and make good on any damages what-so-ever resulting from use and further agrees to hold the Board of Education and its officers, agents, and employees free and harmless on any account from any claims arising out of the use of the school facilities controlled by the Board of Education.

John Krause

Applicant Name (Print)

John Krause

Applicant Signature

Building Principal Name (Print)

Building Principal Signature

Date *10.4.19*

Date

Date Received by School/District: <i>10.4.19</i>	Received By (Initial/Signature) <i>[Signature]</i>	School Dude Schedule ID Assigned:
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Germantown School District

Facility Request-Fee Waiver Form for 2019-2020 School Year

Community groups or individuals may be permitted and are encouraged to use school facilities when such use does not interfere with the regular school program. Use is granted to groups in priority order with the District having first priority (1), the next priority group (3) Germantown School District affiliated groups, community groups, including Parks and Recreation Department(s), with all other organizations or individuals per their designated priority groups in (4, or 5). Any student, student related, civic, or non-commercial group may petition the Germantown School District Board of Education to have fees waived and should be in attendance at the Board meeting that the waiver is considered.

Individuals or groups requesting a fee waiver must complete the following information and submit the request to the Office of Business and Auxiliary Services prior to the first (1st) Monday of each month for consideration by the Board at its 1st regular monthly meeting typically held the second (2nd) Monday of each month. **Completed waivers may be dropped off or mailed to the District's Business Office at N104 W13840 Donges Bay Road, Germantown, WI, 53022 or if completing electronically, the form must be saved on your personal device ahead of submitting and emailed to doorsecurity@gsdwi.org**

Date Submitted: 9/10/19

I. Contact Information:

Name, Mailing Address, & Email Address of Organization/Individual:

German Town Youth Futures P.O. Box 337 N112 W17001 Mequon Rd. Germantown

Name, Mailing Address, & Email Address of Main Contact: if different from above:

Mikaela Becker N169 W21005 Meadow Ln. Jackson, WI 53037
president@gstownyouthfutures.com

Primary Cell/Phone Number: _____ Secondary Cell/Phone Number: _____

II. Facility Request information:

Date(s) Requested: see attached Facility Requested: see attached

Time of Day Facility is needed (from when to when): see attached

General Questions:

1. Does this event directly benefit regular school programming? ☐ Yes ☒ No E15 Minutes
2. Is this a fundraising civic or non-commercial event? ☒ Yes ☐ No
3. Are you recognized by the IRS as a Non-Profit? ☒ Yes ☐ No
4. What percentage of your organization's membership are GSD residents? All
5. Does your organization/group charge a membership fee to your participants ☐ Yes ☒ No

III. Briefly describe your reason(s) for requesting a fee waiver in the space below:

See attached letter.

FOR OFFICE USE ONLY

Fee Waiver Approved	Fee Waiver Denied	Special Conditions if Approved or Reason for Denial – See attached*
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Date Received: 9.10.19 Confirmed by: _____ Date: _____

Return completed form to: Office of Business & Auxiliary Services, N104 W13840 Donges Bay Road, Germantown, WI, 53022

USE OF FACILITIES FEE STRUCTURE

Fee worksheet to estimate application fee and facility usage charge for gymnasiums and other co-curricular areas.

2 FACILITY/ROOM NEEDS

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$	Per Hr.	X	0	hours	\$	
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
GAC (Gold Activities Center-KMS)	\$7.50	Per Hr.	X	14	hours	\$	105.00
Kitchen (**Cook required)	\$	Per Hr.	X	0	hours	\$	-

3 EMPLOYEE NEEDS

*Computer Aide	\$	Per Hr.	X	0	hours	\$	-
**Cook	\$	Per Hr.	X	0	hours	\$	-
Custodian (set ups, cleaning, etc.)	\$	Per Hr.	X	0	hours	\$	

Name of employee in place of custodian: _____

4 ADDITIONAL SERVICES

Group Priority #3
 25% of \$30/hr. Charge
 The Group using the facilities
 Approximately 14 hours a year.
 The request for a fee waiver includes
 All 2019-2020 school year use.

\$ -

Total Charges \$105.00

Group Name

Germantown Youth Futures

Person In Charge

Marc Lehnerer

Building Principal

Susan Climer

NOTES:

10.4.19 bjm

Germantown School District Application for Facility Use

N104 W13840 Donges Bay Road

Germantown, WI 53022

(262) 253-3900

****Must be completed and returned at least 14 days prior to the date(s) being requested, but no earlier than nine (9) month prior to requested day****

Applicant Organization <u>Germantown Youth Futures</u>			
Applicant First Name <u>Marc</u>	Last Name <u>Lehnerer</u>		21 or older? <u>yes</u>
Address <u>Germantown HS</u>	City	State	Zip <u>53022</u>
Phone Number <u>262 253-3412</u>	Email: (Print Clearly) <u>mlehnerer@gsdwi.org</u>		

Check One: ☐ GSD Curricular or Co-Curricular Group (Must be funded thru GSD)

☒ Non-for-Profit Organization ☐ Business Organization

Attach proof of insurance and non-for-profit status (if applicable)

What is the Title of the Event: G Y F Parent / Student meeting

Type of Event: Meeting Total Expected Participants & Attenders: 25

Date of Use: 10/23/19 (Date range if being used for a seasonal program.) Ending Date of Use: 10/23/19

Days of the Week Being Requested: Sunday Monday Tuesday Wednesday Thursday Friday Saturday
(Please Circle)

Start Time: 6:00 AM / PM Ending Time: 7:45 AM / PM

If additional time is required for set up prior to the event or tear down after, please give time being requested:

Hours Before: _____ Hours After: _____

Germantown High School, Performing Arts Center (PAC) use must be requested on PAC Request form, which can be obtained by emailing GtownPac@gsdwi.org

What School Building are you requesting: (Please Circle)

Amy Belle County Line MacArthur Rockfield Kennedy Middle Germantown High School

Area/Room you are requesting: (Please Circle)

Cafeteria	Elementary Gym	KMS Blue Gym	KMS Gold Gym
GHS Field House	GHS Main Gym	GHS Fitness Center	GHS Track
FH # of Courts _____	Weights/Yoga/Cardio	Pool	Elem. Art Room
Classroom: Specific Classroom # _____	# of Classrooms _____	Library	Misc KMS GAC

(Classroom use approval is given on an individual basis and not automatically approved.)

Only one door entrance will be programmed for your use, and that entrance will be the door closest to your location use. Per Germantown Board of Education Policy, an adult door monitor must be present for doors unlocked for your use.

Door access points, determined by GSD. If you have questions about your access point, please contact your school office or person you are working with for your requested use.

Do you require any additional items? Chairs _____ Tables _____

What special requirements / needs are you requesting for your use?

Access to projector / screen / sound

Do you require any AV Equipment: (Please Circle)

Speaker System Yes or No

Screen Yes or No

Projector Yes or No

I understand fees may be associated with my use, if I fall under those Board Policy priority groups, and that I must request and submit the proper waiver request forms to the Board of Education within 30 days of my scheduled use.

The undersigned applicant or organization agrees by all policies, rules and regulations of the School District governing the use of building and grounds as a consideration for being permitted to use the school facilities and equipment, and that the rules are obeyed and carried out; to assume responsibility for and make good on any damages what-so-ever resulting from use and further agrees to hold the Board of Education and its officers, agents, and employees free and harmless on any account from any claims arising out of the use of the school facilities controlled by the Board of Education.

Mark G. Lehnener

Applicant Name (Print)

Mark G. Lehnener

Applicant Signature

7/25/19

Date

Building Principal Name (Print)

Building Principal Signature

Date

Date Received by School/District:

7.25.19

Received By (Initial/Signature)

Bj

School Dude Schedule ID Assigned:

September 12, 2019

Attn: Germantown School District Board of Education

Subj: Request for Fee Waiver

Dear Board Members--

I'm writing on behalf of Germantown Youth Futures to request a fee waiver for the 2019-20 school year for the use of District facilities. While you consider the possibility of allowing Germantown Youth Futures to use District facilities, I would like to help you understand the positive student outcomes associated with our program.

Germantown Youth Futures exists to promote positive youth development. At the heart of the program is the desire to ensure that our community's youth have the best possible activities available. Growth through service in the community is equally as important as the growth students achieve in the classroom. Germantown Youth Futures is open to students in grades 6-12.

Our programming focuses on student development through monthly meetings where we discuss various characteristics of successful youth, including boundaries and expectations, successful use of time, commitment to learning, positive values, social competencies, and positive identity. The monthly meetings also include opportunities for parents to discuss various issues that impact students and give parents tools to help raise positive, productive young adults.

Another part of our mission is to support our students by providing them with activities that are drug-, tobacco-, and alcohol-free. These events often take place on dates when students are not in school, to help them make positive choices. These activities are supported by our annual fund-raiser, the Lock-In, held at KMS each spring. When we have been able, we have supported District activities such as the Every 15 Minutes program in 2016 and 2019. We have also financially supported the Germantown Police Department by purchasing a pedal car that is used in the Department's impaired driving education program.

In terms of our fee waiver, below is a list of the dates that we would like to schedule; we will work with District staff to find specific dates/times that are mutually agreeable:

Thursday, October 24, 2019 from 6:00-8:00 PM in the KMS GAC and 1 KMS classroom

January meeting (TBD) 6:00-8:00 PM in the KMS GAC

Two February meetings from 6:00-8:00 PM in the KMS GAC and 1 KMS classroom

Two March meetings from 6:00-8:00 PM in the KMS GAC and 1 KMS classroom

One April meeting from 6:00 to 8:00 PM in the KMS GAC only


Germantown Youth Futures Lock-In @KMS (throughout building): April 24th, 2020, from 3PM to 11:00 PM.

We have a liability insurance policy that protects both our interests and that of the District when hosting events. The District has been provided a copy of that in the past, and we will do so again this year.

We hope that you are able to help us support our efforts to continue educating the students of the Germantown School District of the importance of making life choices that are positive and appropriate by approving our request for a fee waiver.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Mikaela M Becker". The signature is written in a cursive, flowing style.

Mikaela Becker
Board President
Germantown Youth Futures

Germantown School District

Facility Request-Fee Waiver Form for 2019-2020 School Year

Community groups or individuals may be permitted and are encouraged to use school facilities when such use does not interfere with the regular school program. Use is granted to groups in priority order with the District having first priority (1), the next priority group (3) Germantown School District affiliated groups, community groups, including Parks and Recreation Department(s), with all other organizations or individuals per their designated priority groups in (4, or 5). Any student, student related, civic, or non-commercial group may petition the Germantown School District Board of Education to have fees waived and should be in attendance at the Board meeting that the waiver is considered.

Individuals or groups requesting a fee waiver must complete the following information and submit the request to the Office of Business and Auxiliary Services prior to the first (1st) Monday of each month for consideration by the Board at its 1st regular monthly meeting typically held the second (2nd) Monday of each month. Completed waivers may be dropped off or mailed to the District's Business Office at N104 W13840 Donges Bay Road, Germantown, WI, 53022 or if completing electronically, the form must be saved on your personal device ahead of submitting and emailed to doorsecurity@gsdwi.org

Date Submitted: 9/12/19

I. Contact Information:

Name, Mailing Address, & Email Address of Organization/Individual:

Girl Scouts WI SE 131 S 69th Milwaukee, WI 53214 m.fans@gswise.org

Name, Mailing Address, & Email Address of Main Contact: if different from above:

Danielle Shice W156N9953 P. Legion Rd Germantown WI 53022 danielle.shice@yahoo.com

Primary Cell/Phone Number: 414-315-1677 Secondary Cell/Phone Number: n/a

II. Facility Request information:

Date(s) Requested: all 2019-2020 School year Facility Requested: MacArthur, Rockfield, Amy Belle, County Line, GHS, KMS

Time of Day Facility is needed (from when to when): after school & evening

General Questions:

1. Does this event directly benefit regular school programming? ☐ Yes ☒ No
2. Is this a fundraising civic or non-commercial event? ☐ Yes ☒ No
3. Are you recognized by the IRS as a Non-Profit? ☒ Yes ☐ No

4. What percentage of your organization's membership are GSD residents? 99.9%

5. Does your organization/group charge a membership fee to your participants ☒ Yes ☐ No

III. Briefly describe your reason(s) for requesting a fee waiver in the space below:

We are requesting a fee waiver for all regular troop meetings & events for all Germantown School Troops. Girl Scout troops function on money raised from fall product sales & cookie sales. The use of school rooms for free allows us to provide activities & learning experiences to girls that they might not otherwise have.

FOR OFFICE USE ONLY

Fee Waiver Approved	Fee Waiver Denied	Special Conditions if Approved or Reason for Denial - See attached*
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Date Received: _____ Confirmed by: _____ Date: _____

Return completed form to: Office of Business & Auxiliary Services, N104 W13840 Donges Bay Road, Germantown, WI, 53022

Girl Scout troop meetings & events are for girls to experience scouting & develop lifelong leadership skills.

USE OF FACILITIES FEE STRUCTURE

Fee worksheet to estimate application fee and facility usage charge for gymnasiums and other co-curricular areas.

2 FACILITY/ROOM NEEDS

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$	Per Hr.	X	0	hours	\$	
IMC/Cafeteria	\$ 8.75	Per Hr.	X	33	hours	\$	288.75
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
GAC (Gold Activities Center-KMS)	\$	Per Hr.	X		hours	\$	
Kitchen (**Cook required)	\$	Per Hr.	X	0	hours	\$	-

3 EMPLOYEE NEEDS

*Computer Aide	\$	Per Hr.	X	0	hours	\$	-
**Cook	\$	Per Hr.	X	0	hours	\$	-
Custodian (set ups, cleaning, etc.)	\$	Per Hr.	X	0	hours	\$	

Name of employee in place of custodian: _____

4 ADDITIONAL SERVICES

Group Priority #3	
25% of \$35/hr. Charge	
Typical Use of Cafeterias	
District Wide Troups-34	
KMS & GHS Meet Off Site	
Approximate Total of Hrs. 33 Yrly.	\$ -
For 2019-2020 School Year	

Total Charges \$288.75

Group Name	<u>Southeastern Girl Scouts of</u>
Person In Charge	<u>WI – District Wide Troops</u>
Building Principal	<u>Danielle Shira</u>
	<u>Multiple</u>

NOTES:

10.4.19 bjm

GERMANTOWN SCHOOL DISTRICT

TO:	Board of Education	TOPIC:	Hockey Co-op
FROM:	Sara Unertl	BOARD MEETING:	October 14, 2019
DATE:	October 10, 2019	AGENDA ITEM:	VIII.C.

The Director of Student Activities is requesting the Board to consider covering some of the costs for our student-athletes playing hockey. Currently, the district does not cover any costs involved with these WIAA programs; however, some other schools in our co-op agreement are now picking up a portion of the costs involved; specifically, West Bend School District is now paying roughly 60% of total cost per participant. For Germantown School District, this equates into a total of \$9,800 for seven participants. The Director of Student Activities will be in attendance at the meeting to provide more details and answer questions from the Board in this regard.

RECOMMENDATION: Board's will.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Diving Program
FROM: Sara Unertl **BOARD MEETING:** October 14, 2019
DATE: October 10, 2019 **AGENDA ITEM:** VIII.D.

The Director of Student Activities is requesting the local high school dive teams, that share the same diving coach as Germantown, be able to use our facility at a rate of \$500 per non-Germantown High School student-athlete for the duration of their respective season.

RECOMMENDATION: Board's will.

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Travel Request High School
German Trip

FROM: Joel Farren

BOARD MEETING: October 14, 2019

DATE: October 7, 2019

AGENDA ITEM: VIII.E.

Sixteen Germantown High School German students and two advisors have submitted an overnight travel request to travel to Germany, June 9-21, 2020 for an Xperitas summer language immersion trip. The students will spend 2.5 days in Berlin and 7 days with host families in Gummersbach, Germany. All expenses for the trip will be paid by participating families, via fundraising, and Xperitas. There is no charge for advisors.

RECOMMENDATION: Approve the overnight travel request for 16 high school students and two appropriate advisors (male/female) to travel to Gummersbach, Germany, June 9-21, 2020.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form:

Jennifer Zimmerman

Explanation of Field Trip:

Xperitas summer language immersion trip to Germany

Date Submitted to Building Principal:

9/18/2019

Date Submitted to Superintendent's Office:

Location of Field Trip (Be Specific):

Shuttle GHS to O'Hare, 2.5 days in Berlin, 7 days with host families in Gummersbach, Germany, return to Chicago/GHS

Number of Students on Field Trip: 16

Date(s) of Field Trip:

June 9-21, 2020

Number of Advisors on Field Trip: 2

BREAKDOWN OF FIELD TRIP COSTS FOR STUDENT AND FOR ADVISOR

All accounting done between participating families and Xperitas; no cost to the district; advisors have no charge

	FOR STUDENTS		FOR ADVISORS	
	Board Funding Portion	Club Funding Portion	Board Funding Portion	Club Funding Portion
Registration	\$ -	\$ -	\$ -	\$ -
Transportation	\$ -	\$ -	\$ -	\$ -
Lodging	\$ -	\$ -	\$ -	\$ -
Meals	\$ -	\$ -	\$ -	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
Total cost for each student is	\$ -	\$ -	\$ -	\$ -
\$3,450-\$3,500	\$ -	\$ -	\$ -	\$ -
Costs offset by fundraisers	\$ -	\$ -	\$ -	\$ -
(Kringle- 5/2019, German	\$ -	\$ -	\$ -	\$ -
Heritage Showcase- 10/26/19)	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ -	\$ -	\$ -	\$ -
Total Students or Advisors from Above	16	16	2	2
Cost Per Student or Advisor	\$ -	\$ -	\$ -	\$ -
Grand Total Cost	\$ -	\$ -	\$ -	\$ -

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: November Board Meetings

FROM: Jeff Holmes

BOARD MEETING: October 14, 2019

DATE: October 8, 2019

AGENDA ITEM: VIII.F.

Due to extenuating circumstances in the month of November for district personnel, we are respectfully requesting that the Board hold one meeting in November on the 25th.

RECOMMENDATION: Will of the Board.

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Start College Now Requests

FROM: Brenda O'Brien

BOARD MEETING: October 14, 2019

DATE: October 8, 2019

AGENDA ITEM: VIII.G.

The 2017 Wisconsin Act 59 eliminated the Course and Youth Options programs. The former Youth Options statute (118.5) is now called the Early College Credit Program (ECCP). This program allows high school students to take courses at institutions of higher education for high school and/or college credit. Students choosing to enroll in technical colleges will enroll through the Start College Now program.

Start College Now Program

One student will enroll at MATC for coursework in Aircraft Electrical Systems and Powerplant Electrical and Instrument Systems (two separate courses).

Thirty-one students submitted paperwork to enroll in the Nursing Assistant program Spring, 2020. The district does receive reimbursement through the Career and Technical Education (CTE) grant - up to \$1000 for each student who earns a Certified Nursing Assistant (CNA) license by passing the final exam.

The paperwork for these students was submitted on or before October 1, 2019 - the deadline to enroll in the Start College Now program.

RECOMMENDATION: Approve the Start College Now requests as presented.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Line of Credit Resolution
FROM: Ric Ericksen **BOARD MEETING:** October 14, 2019
DATE: October 9, 2019 **AGENDA ITEM:** VIII.H.

Recommendation to the Board of Education:

Adopt the line-of-credit resolution as presented in order to meet our cash flow needs.

A board member should read the resolution directly as written on the board agenda or directly below:

“Motion to approve the RESOLUTION AUTHORIZING A TAXABLE TAX AND REVENUE ANTICIPATION PROMISSORY NOTE FOR CASH FLOW PURPOSES IN AN AMOUNT NOT TO EXCEED \$10,000,000”

Background:

This topic was discussed at the August 28, 2019 finance committee meeting at which time I stated that it may need to come back to the Board for formal action pending Chase Bank requirements.

The Chase management team has informed me that a formal resolution needs to be adopted.

Attachments:

None, although I will bring legal documents for signatures to Monday’s meeting as required.