

**GERMANTOWN SCHOOL DISTRICT  
NOTICE OF BOARD OF EDUCATION MEETING  
Amy Belle Elementary School Cafetorium  
3294 Willow Creek Road  
Colgate, WI 53017**

**October 28, 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. October 14, 2019 Board of Education
  - B. October 14, 2019 Closed Session
- V. Reports and Information Items
  - A. WASB Business Honor Roll Recipients
  - B. Healthcare Career Academy
  - C. Enrollment Report
  - D. Elementary Attendance Boundary Priorities Update
- VI. Insurance Committee
  - A. Discussion and action to approve 2020 employee health insurance renewal.
  - B. Discussion and action regarding wellness incentive benefit.
  - C. Discussion and action regarding health club membership subsidy.
  - D. Discussion and action regarding cash-in-lieu benefit for in-district family/dependents.
  - E. Update on remaining items discussed at October 28, 2019 committee meetings.
- VII. Finance Committee
  - A. Discussion and action to approve final 2019-2020 budget and tax levy.
  - B. Update on additional items from October 28, 2019 committee meeting.
- VIII. New Business
  - A. Discussion and action to approve donations.
  - B. Discussion and action to approve fee waiver requests.
  - C. Discussion and action to approve purchase of starting blocks and pole vault mat package.
  - D. Discussion and action to approve print and copy lease extension.
- IX. Closed Session: The Board will entertain a motion to convene in closed session pursuant to Section 19.85(1)(f) to discuss the superintendent search. 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  
GERMANTOWN, WISCONSIN 53022  
MINUTES OF THE BOARD OF EDUCATION  
October 14, 2019**

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the District Offices Board Room at 7:23 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 Barney to approve the agenda. Motion carried.
3. Motion by Larson, second by Spies to approve the September 30, 2019 Budget Hearing and Annual Meeting Minutes and Board of Education meeting minutes. Motion carried.
4. Student Representative Avi Bhavsar reported on student activities in the district.
5. Recommendation from Insurance Committee to approve renewal of ancillary lines of insurance including Delta Dental, Delta Vision, long-term disability with National Insurance Services, and short-term disability with National Insurance Services at a 0% increase. Motion carried.
6. Tom Barney provided updates on remaining items discussed at the October 7 and October 14, 2019 Insurance Committee meetings including employee wellness benefits, on-site or near-site clinic, and health insurance renewals.
7. Building Committee Chair Brian Medved updated the Board on discussion that took place at the October 14, 2019 committee meeting and indicated the annual tour of facilities in November should take place during the day while students are in classrooms to see the schools in operation.
8. Jeff Holmes presented goals and a timeline for making a final determination on elementary attendance boundaries at the February 10, 2020 Board of Education meeting. The Transportation Committee will meet after the October 28, 2019 Board meeting to discuss priorities and review the goals further.
9. Motion by Larson, second by Spies to approve facility use fee waiver requests for Kiwanis of Germantown for Versiti blood drives at KMS, Germantown Youth Futures for monthly meetings and the annual lock-in, and Southeastern Girl Scouts of WI for all troop meetings in the district. Motion carried (Barney abstained).
10. Motion by Spies, second by Barney to pay 60% of the total cost of hockey co-op participants. Motion carried.
11. Motion by Barney, second by Spies to approve a facility use rate of \$500 per non-Germantown High School student athletes for the duration of respective seasons. Motion carried.
12. Motion by Larson, second by Spies to approve the overnight travel request for 16 high school students with male and female advisors to travel to Gummersbach, Germany, June 9-21, 2020. Motion carried.
13. Motion by Spies, second by Medved to hold one Board of Education meeting in November on the 25<sup>th</sup> of the month. Motion carried.

14. Motion by Spies, second by Medved to approve 32 student Early College Credit Program applications. Motion carried.
15. Motion by Spies, second by Barney to approve a RESOLUTION AUTHORIZING A TAXABLE TAX AND REVENUE ANTICIPATION PROMISSORY NOTE FOR CASH FLOW PURPOSES IN AN AMOUNT NOT TO EXCEED \$10,000,000. Motion carried.
16. Motion by Larson, second by Barney to convene in closed session pursuant to Sections 19.85(1)(e), (f), and (g) to discuss an employee matter and business contract review. Motion carried.
17. Board President Soderberg declared the open session adjourned at 8:06 p.m. and the Board entered into closed session at 8:09 p.m. The Board did not return to open session, adjourning at 8:38 p.m.

Jayne Borst  
Recording Secretary

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Lester Spies  
School Board Clerk

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Board of Education                      **TOPIC:** WASB Business Honor Roll  
**FROM:** Jeff Holmes                              **BOARD MEETING:** October 28, 2019  
**DATE:** October 25, 2019                      **AGENDA ITEM:** V.A.

Mr. John Ashley, Executive Director of the WI Association of School Boards (WASB), will be in attendance to officially recognize the efforts of three of the District's business partners in delivering high-quality technical education opportunities to our students. JW Speaker Inc., MGS Inc., and Bradley Corporation will each have representatives present to receive certificates and praise as WASB Business Honor Roll Members as nominated by the Germantown School District. Their efforts have done much to advance our tech ed curriculum and settings and is much appreciated.

**RECOMMENDATION:** Informational only.

| ENROLLMENT 2019-20 (Revised 10/24/19) |                        |                        |                        |                        |                        |                        |         |          |      |
|---------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|---------|----------|------|
| AMY BELLE (101)                       | K                      | Grade 1                | Grade 2                | Grade 3                | Grade 4                | Grade 5                | TOTAL   | Staff    |      |
| 2017-18                               | 46<br>15/15/16<br>3    | 68<br>22/23/23<br>3    | 65<br>21/22/22<br>3    | 85<br>21/21/21/22<br>4 | 66<br>21/22/23<br>3    | 79<br>26/26/27<br>4    | 409     | 20       |      |
| 2018-19                               | 61<br>20/20/21<br>3    | 55<br>17/18/18<br>3    | 74<br>18/18/18/19<br>4 | 66<br>21/22/22<br>3    | 85<br>21/21/21/22<br>4 | 66<br>22/22/23<br>3    | 407     | 20       |      |
| 2019-20                               | 64<br>21/21/22<br>3    | 66<br>22/22/22<br>3    | 57<br>19/19/19<br>3    | 77<br>20/19/19/19<br>4 | 66<br>22/22/22<br>3    | 88<br>22/22/22/22<br>4 | 418     | 20       |      |
| COUNTY LINE (102)                     | K                      | Grade 1                | Grade 2                | Grade 3                | Grade 4                | Grade 5                | TOTAL   | Staff    |      |
| 2017-18                               | 82<br>19/21/22<br>3    | 83<br>20/21/21/21<br>4 | 71<br>23/24/24<br>3    | 90<br>22/22/23/23<br>4 | 76<br>25/25/26<br>3    | 71<br>23/24/24<br>3    | 453     | 22       |      |
| 2018-19                               | 84<br>21/21/21<br>3    | 68<br>23/23/22<br>3    | 85<br>21/21/21/22<br>4 | 80<br>21/20/20/20<br>4 | 90<br>22/22/22/23<br>4 | 77<br>25/26/26<br>3    | 464     | 21       |      |
| 2019-20                               | 66<br>22/22/22<br>3    | 65<br>21/22/22<br>3    | 69<br>18/17/17/17<br>4 | 86<br>22/22/21/21<br>4 | 88<br>22/22/22/22<br>4 | 89<br>22/22/22/23<br>4 | 463     | 22       |      |
| MAC ARTHUR (103)                      | K                      | Grade 1                | Grade 2                | Grade 3                | Grade 4                | Grade 5                | TOTAL   | Staff    |      |
| 2017-18                               | 64<br>20/21/23<br>3    | 41<br>21/20<br>2       | 67<br>22/22/23<br>3    | 68<br>23/22/23<br>3    | 56<br>19/19/18<br>3    | 68<br>21/23/24<br>3    | 364     | 17       |      |
| 2018-19                               | 71<br>17/17/17/16<br>4 | 58<br>22/22/22<br>3    | 50<br>16/16/17<br>3    | 71<br>23/23/24<br>3    | 70<br>23/24/24<br>3    | 58<br>20/20/20<br>3    | 388     | 17       |      |
| 2019-20                               | 83<br>21/21/21<br>3    | 75<br>18/19/19/19<br>4 | 70<br>18/18/17/17<br>4 | 54<br>18/18/18<br>3    | 70<br>23/23/24<br>3    | 64<br>22/21/21<br>3    | 396     | 19       |      |
| ROCKFIELD (104)                       | K                      | Grade 1                | Grade 2                | Grade 3                | Grade 4                | Grade 5                | TOTAL   | Incl. EC |      |
| 2017-18                               | 55<br>19/18/18<br>3    | 65<br>21/22/22<br>3    | 46<br>23/23<br>2       | 58<br>19/19/20<br>3    | 52<br>26/26<br>2       | 71<br>23/24/24<br>3    | 347     | 347      |      |
| 2018-19                               | 55<br>19/19/19<br>3    | 60<br>19/20/20<br>3    | 60<br>20/21/21<br>3    | 45<br>22/23<br>2       | 57<br>20/20/20<br>3    | 49<br>25/25<br>2       | 326     | 326      |      |
| 2019-20                               | 59<br>19/20/20<br>3    | 57<br>19/19/19<br>3    | 62<br>20/21/21<br>3    | 61<br>21/20/20<br>3    | 48<br>24/24<br>2       | 61<br>21/20/20<br>3    | 348     | 348      |      |
| Totals by Grade                       | EC                     | K                      | GRADE 1                | GRADE 2                | GRADE 3                | GRADE 4                | GRADE 5 | TOTAL    | EC   |
| 2017-18                               | 21                     | 227                    | 257                    | 249                    | 301                    | 250                    | 289     | 1573     | 1594 |
| 2018-19                               | 24                     | 251                    | 251                    | 269                    | 262                    | 302                    | 250     | 1585     | 1608 |
| 2019-20                               | 35                     | 252                    | 263                    | 258                    | 278                    | 272                    | 302     | 1625     | 1680 |
| Springsted Projections                |                        | 232                    | 248                    | 254                    | 262                    | 272                    | 277     | 1545     |      |

| KMS (301)              | Grade 6           | Grade 7           | Grade 8           | TOTAL     | GHS (401)        | Grade 9 | Grade 10 | Grade 11 | Grade 12 | TOTAL     |
|------------------------|-------------------|-------------------|-------------------|-----------|------------------|---------|----------|----------|----------|-----------|
| <b>2017-18</b>         | 304<br>12<br>25.3 | 318<br>11<br>28.9 | 277<br>12<br>23.1 | 899<br>35 | <b>2017 - 18</b> | 357     | 328      | 342      | 329      | 1356<br>0 |
| <b>2018-19</b>         | 301<br>12<br>25.1 | 311<br>11<br>28.3 | 324<br>12<br>27.0 | 936<br>35 | <b>2018 - 19</b> | 309     | 347      | 323      | 332      | 1311      |
| <b>2019-20</b>         | 266<br>12<br>22.2 | 310<br>11<br>28.2 | 312<br>12<br>26.0 | 888<br>35 | <b>2019-20</b>   | 355     | 311      | 344      | 335      | 1345      |
| Springsted Projections | 295               | 306               | 309               | 910       |                  | 329     | 388      | 343      | 401      | 1461      |

| DISTRICT ENROLLMENT TOTALS                 |             |
|--|-------------|
| 2012 - 13 DISTRICT ENROLLMENT TOTAL        | 3976        |
| 2013 - 14 DISTRICT ENROLLMENT TOTAL        | 3901        |
| 2014 - 15 DISTRICT ENROLLMENT TOTAL        | 3920        |
| 2015 - 16 DISTRICT ENROLLMENT TOTAL        | 3866        |
| 2016 - 17 DISTRICT ENROLLMENT TOTAL        | 3864        |
| <b>2017 - 18 District Enrollment Total</b> | <b>3828</b> |
| <b>2018 - 19 District Enrollment Total</b> | <b>3832</b> |
| <b>2019 - 20 District Enrollment Total</b> | <b>3858</b> |

|                   |    |
|-------------------|----|
| ECH               |    |
| In G'town Schools | 32 |
| Options           | 3  |
| TOTAL             | 35 |
| Pending           |    |

## **GERMANTOWN SCHOOL DISTRICT**

|              |                    |                       |                  |
|--------------|--------------------|-----------------------|------------------|
| <b>TO:</b>   | Board of Education | <b>TOPIC:</b>         | EAB Priorities   |
| <b>FROM:</b> | Jeff Holmes        | <b>BOARD MEETING:</b> | October 28, 2019 |
| <b>DATE:</b> | October 25, 2019   | <b>AGENDA ITEM:</b>   | V.D.             |

In order to adhere to the established Elementary Attendance Boundary Redraw timeline, the results of the Board and Parent surveys are being shared to allow for providing guidance to our GuideK12 consultant regarding the development of the first draft(s) of new EAB lines for Board consideration on February 10, 2020. Please see timeline and survey results on the following pages. Meeting dates for upcoming parent input at the respective elementary schools will be established at an elementary principals meeting during the week of October 28 with guidance from the Transportation Committee.

**RECOMMENDATION:** Informational only.

# **Germantown School District**

## **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

### Elementary Attendance Boundaries Redraw

#### *Board and Parent Results from Prioritization Exercise: October 25, 2019*

| Variable/Factor for Consideration   | Board Priority | Parent Priority | Combined Ranking |
|---|----------------|-----------------|------------------|
| Capacity of elementary schools (2 - Four-track and 2 - Three-track)                               | 1              | 3               | 1                |
| Community input   | 9              | 7               | 7                |
| Demographic factors   | 12             | 10              | 10               |
| Shared areas  | 2              | 12              | 6                |
| Housing patterns and school history   | 10             | 11              | 9                |
| Geographical proximity  | 5              | 4               | 3 (tie)          |
| Location of existing neighborhoods and communities  | 7              | 5               | 5 (tie)          |
| Grandfathering of students  | 8              | 1               | 3 (tie)          |
| Locations of natural or other boundaries such as major thoroughfares/roads, railroad tracks, etc. | 11             | 9               | 8                |
| Consideration of the impact on respective families  | 6              | 2               | 2                |
| Projected future enrollment for the elementary schools  | 4              | 6               | 4                |
| Transportation patterns and considerations such as walking, busing, parent transportation, etc.   | 3              | 8               | 5 (tie)          |

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Board of Education                      **TOPIC:** 2020 Employee Benefit Renewal  
**FROM:** Michael Nowak                      **BOARD MEETING:** October 28, 2019  
**DATE:** October 23, 2019                      **AGENDA ITEM:** VI.A.

Information was provided by ABRC (Associated Benefits and Risk Consulting) at Insurance Committee Meetings on October 7, 2019 and October 14, 2019 in regard to 2020 health insurance renewal in the Germantown School District. After initially being presented with a 7.5% premium increase, an alternative option was recently presented by WEA Insurance. The second option calls for a 6.5% premium increase and the elimination of the low-deductible option as part of the district's current menu of three health insurance plan options. The Health Insurance Committee is being presented with overviews of the proposed health insurance plans through WEA and the proposed district/employee contribution levels for individuals achieving the wellness incentive. Employees not achieving the wellness incentive would continue to contribute an additional 5% of the overall premium cost as part of the employee share of health insurance as was the practice in 2019.

**RECOMMENDATION:** Will of the Board

## **GERMANTOWN SCHOOL DISTRICT**

|              |                    |                       |                            |
|--------------|--------------------|-----------------------|----------------------------|
| <b>TO:</b>   | Board of Education | <b>TOPIC:</b>         | Wellness Incentive Benefit |
| <b>FROM:</b> | Michael Nowak      | <b>BOARD MEETING:</b> | October 28, 2019           |
| <b>DATE:</b> | October 23, 2019   | <b>AGENDA ITEM:</b>   | VI.B.                      |

The Insurance Committee is being provided with an overview of wellness expectations that were established for Germantown School District employees for the 2018-2019 school year. Additionally, an example of how the WEA's Vitality Program is being utilized in the Mayville School District is also being shared for consideration. Over the past two years, we have seen significantly high levels of participation in wellness offerings with a consistent focus on physical, emotional, nutritional, and financial aspects of wellness.

The Wellness Committee has expressed interest in maintaining a similar approach for the remainder of the 2019-2020 school year, while beginning to transition to WEA's Vitality program for the entire 2020 calendar year. In regard to the 2019-2020 school year, we are proposing the following expectations: 1.) biometric screening, 2.) a health-risk assessment, and 3.) participation in 3 activities chosen from in-district offerings and personal activities that meet district criteria. Meeting these expectations would allow insured members to receive the district wellness incentive of a reduced employee premium contribution beginning July 1, 2020 through December 31, 2020.

At this point, our incentive benefit would transition to utilizing Vitality as the means for publicizing events and tracking participation. This would allow our insurance plan year of January-December to directly match our wellness incentive benefit for employees. The expectation would be for employee to reach "gold status" by December 31, 2020 in order to receive a reduced employee contribution level on their health insurance premium for the entire 2021 calendar year. The specific requirement to reach "gold status" would be established through collaboration with representatives from WEA and members of the district-wide Wellness Committee. Specific requirements to meet the incentive would be established and presented as part of the Monday, November 25, 2019 Board of Education meeting. The information would then be shared with staff members during open-enrollment sessions with the assistance of a WEA representative.

**RECOMMENDATION:** Will of the Board

# 2019-20 Mayville School District Earning Points and Status

## How to earn Vitality Points:

### VITALITY ACTIVITIES

This chart shows the Vitality Points® value of many activities available. Points shown are for an individual member in a program year.

### POINTS PLANNER

The Points Planner on the Vitality website displays these activities and the points available. You can also easily plan your activities with the Quick Points Planner. After you answer a few questions, Vitality provides you with instant feedback and presents you with specific activities from which to choose.

## How to achieve Vitality Status:

### VITALITY STATUS

Vitality Status is determined by the number of Vitality Points that you earn based on the activities in which you partake. There are four Vitality Status levels: Bronze, Silver, Gold and Platinum.

| BRONZE | SILVER    | GOLD      | PLATINUM  |
|--------|-----------|-----------|-----------|
| 0 pts  | 2,000 pts | 4,000 pts | 7,000 pts |

1 Adult

All you need to know about earning Vitality Points and achieving Vitality Status is available in the Guide to Vitality on [powerofvitality.com](http://powerofvitality.com).

## District Requirements for incentive:

- ✓ Vitality Check
- ✓ Vitality Health Review
- ✓ Annual Physical
- ✓ Vitality Gold Status

## Ways to earn Vitality Points

| GOALS             |                                    |               |  |
|-------------------|------------------------------------|---------------|--|
| Vitality Reviews  | Activity                           | Points        | Frequency                                |
| VITALITY REVIEWS  | Vitality Health Review™ (VHR)      | 500           | Once per year                            |
|                   | VHR bonus: First 90 days           | 250           | Once per year                            |
|                   | Mental Well-being Review           | 75 per review | Three per year                           |
|                   | Physical Activity Review           | 250           | Once per year                            |
| ONLINE EDUCATION  |                                    |               |  |
| ONLINE EDUCATION  | Activity                           | Points        | Frequency                                |
|                   | Interactive tools                  | 75/tool       | Four per year                            |
|                   | Online nutrition courses           | 300/course    | Three per year                           |
|                   | Action Sets/Decision Points        | 50 each       | Six per year                             |
| WEIGHT MANAGEMENT | Health FYI Webcasts                | 50/webcast    | Twelve per year                          |
|                   | Activity                           | Points        | Frequency                                |
|                   | Shapa weigh-in                     | 5/weigh-in    | Once per day (up to 800 points per year) |
|                   | OTHER ACTIVITIES                   | Points        | Frequency                                |
| OTHER ACTIVITIES  | Vitality Squares™                  | varies        | Once per month                           |
|                   | Employer-sponsored activity        | varies        | Once per month                           |
|                   | Aug 28th – WRS Retirement Planning | 250           | One time                                 |
|                   | Aug 29 – Vitality Kick Off Meeting | 250           | One time                                 |
| SCREENING         | Date TBD – Wellness Workshop       | 250           | One time                                 |
|                   | Proof of Vitality Account          | 50            | One time                                 |
|                   | Proof of AmWell Account            | 50            | One time                                 |
|                   | Proof of Maddy Account             | 50            | One time                                 |
| SCREENING         | Proof of MD Live Account           | 50            | One time                                 |
|                   | Activity                           | Points        | Frequency                                |
|                   | Body Mass Index (BMI)              | 125           | Once per year                            |
|                   | Blood pressure                     | 125           | Once per year                            |
| SCREENING         | Cholesterol                        | 125           | Once per year                            |
|                   | Fasting glucose/HbA1c              | 125           | Once per year                            |
| VITALITY CHECK    |                                    |               |  |
| VITALITY CHECK    | Activity                           | Points        | Frequency                                |
|                   | Body Mass Index (BMI)              | 125           | Once per year                            |
|                   | Blood pressure                     | 125           | Once per year                            |
|                   | Cholesterol                        | 125           | Once per year                            |
| SCREENING         | Fasting glucose/HbA1c              | 125           | Once per year                            |
|                   | Activity                           | Points        | Frequency                                |
|                   | Body Mass Index (BMI)              | 125           | Once per year                            |
|                   | Blood pressure                     | 125           | Once per year                            |
| SCREENING         | Cholesterol                        | 125           | Once per year                            |
|                   | Fasting glucose/HbA1c              | 125           | Once per year                            |



**MAYVILLE**  
SCHOOL DISTRICT

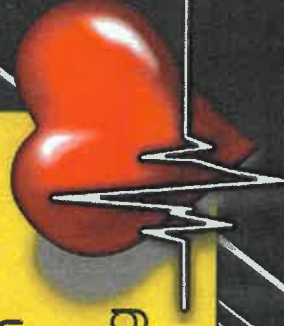
## 2018-2019 Wellness Activities

**Employees** who participate in the District Health Insurance: To continue to receive the Premium Discount, you must complete the required activities. Both activities in Box A are required. In addition you must participate in a total of 3 activities from box B and C with at least 1 activity coming from Box B.

### **Box A** (Both are required)

WEA Health Risk Assessment – Complete on your own

Biometric Screening – being offered at each building



### **Box B – District Sponsored Events**

- Financial Wellness
- Maintain No Gain 11/26 & 1/7/19
- Nutrition
  - 3/5 (Warmer Winter Flavors)
  - 4/11 (Food Trends-Rice Bowls)
- Yoga
- 11/14, 11/27, 11/28, 12/04, 12/12 1/10
- Fitness Classes
- Mindfulness
- Fall/Spring Poker Run/Walk
- January 25 Indoor walk at each

### **Box C – Independent Activities**

- Go365 (WEA/Humana Program)
- Fitness center attendance\*
- 10 Work Outs in 4 weeks\*

• Some activities in Box C will require documentation/proof – more info to come.

• \*\*More detailed information on activities in Box B and Box C will be forthcoming.

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Board of Education

**TOPIC:** Health Club Subsidy

**FROM:** Michael Nowak

**BOARD MEETING:** October 28, 2019

**DATE:** October 23, 2019

**AGENDA ITEM:** VI.C.

As part of the Germantown School District's Wellness Program, arrangements have been made to subsidize employee memberships at seven health clubs throughout the area. During the 2018-2019 school year employees have received a total of \$11,491 in membership subsidies. Additionally, many of these health clubs have also offered corporate membership rates to Germantown School District employees. While this practice has resulted in a significant benefit to our employees, the overall cost and administrative burden has been substantial. We ask that consideration be given for eliminating the practice of providing a health club membership subsidy for Germantown School District employees while continuing to pursue corporate membership rate discounts at health clubs in the extended area surrounding the Germantown School District.

**RECOMMENDATION:** Will of the Board

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Board of Education

**TOPIC:** Cash-In-Lieu In-District Family

**FROM:** Michael Nowak

**BOARD MEETING:** October 28, 2019

**DATE:** October 23, 2019

**AGENDA ITEM:** V.I.D.

Employees in the Germantown School District are eligible to receive a cash-in-lieu amount of \$4,500 per year if they decline health insurance coverage. Currently, there are 11 employees in the district receiving the \$4,500 per year cash-in-lieu benefit who also receive health insurance coverage through a spouse or other eligible in-district recipient of the health insurance benefit. This equates to a \$49,500 expenditure over the course of a year.

**RECOMMENDATION:** Will of the Board

## GERMANTOWN SCHOOL DISTRICT

**TO:** Board of Education                      **TOPIC:** Final 2019-2020 Budget & Levy  
**FROM:** Ric Ericksen                              **BOARD MEETING:** October 28, 2019  
**DATE:** October 24, 2019                      **AGENDA ITEM:** VII.A.

**FC Date:** October 28, 2019  
**FC Agenda Item(s):** VI. A. – Final 2019/2020 Budget & Tax Levy

### **Recommendation to the Board of Education:**

Bring forward to the Board of Education with a positive recommendation to approve the 2019/2020 Final Budget and Tax Levy as presented in the Executive Summary and adjust the appropriate accounts on the report identified as the Adoption Format which was presented at the annual meeting for final submission to the Department of Public Instruction as required and certify the tax levies to as appropriate to each of the municipalities within the Germantown School District.

### **Highlights at a Glance (changes from annual meeting presentations)**

- \$636,414 Additional funds available due to state imposed revenue control calculations.
- \$176,549 Net positive impact, additional aid, due to final open enrollment count.
- 4.98% Additional percent increase in the equalized value of the districts tax base.
- \$245 million Additional dollar increase in the equalized value of the districts tax base.
- \$118 million Net 2019 New Construction
- \$78 Lower equalized tax impact on the average home of \$250,000.

### **Annual Meeting**

At the annual meeting the voters approved all resolutions with respect to the tax levy.

### **NEW: Net New Construction Report**

Board members in the past, Mr. Barney in particular, has emphasized that the tax impact on the average home is truly only reduced if there is new growth. This is mostly true, but not entirely. For example, if a shift occurs resulting from reassessments on all property within the district that causes residential property to have less of a share versus commercial property then the taxes on the average home would/could go down. Of course, the reverse is true as well. Another example would be when a Tax Incremental District comes back on line.

I have included a 2019 Net New Construction report that may be helpful & informative to address Mr. Barney's point.

### **Revenue and Expenditure Accounts**

Additional details are shown in the Executive Budget Summary.

**ATTACHEMENT(S):** Executive Budget Summary, Budget Considerations, 2019 Net New Construction report.

## EXECUTIVE SUMMARY FOR FINAL BUDGET ADOPTION FOR THE 2019/2020 FISCAL YEAR:

## COMPARES "OCTOBER FINAL PROPOSED" TO ANNUAL MEETING FIGURES

October 26, 2019 Finance Committee and Board of Education Meetings

## FINAL BUDGET INFORMATION: REVENUE AND EXPENDITURES ADJUSTMENTS - GENERAL FUND ONLY

Presented at  
the September 30, 2019  
Annual MeetingOctober 26, 2019  
Proposed Final BudgetDELTA  
from  
Annual MtgComments:  
The notes below compare annual meeting to this  
final October draft, as opposed to comparing to the prior year.

## Revenue: State Imposed Formula

|   |              |              |           |   |
|---|--------------|--------------|-----------|---|
| Tax/General Aid Adjustment based on State Imposed Formula   | \$236,927    | \$873,341    | \$696,414 | The dollar increase is due to: 1) increase in Sept 3rd Friday pupil count over projection;<br>2) changes in the non-recurring exemptions: open enrollment, private vouchers, private special education vouchers.  |
| Property Tax: Account 211   | \$25,773,458 | \$30,334,948 | \$561,495 | Up due to a variety of variables as described above.  |
| State Equalized Aid: Accounts 616 thru 691 *  | \$9,717,830  | \$9,792,749  | \$74,919  | Rather insignificant change in my view. What is noteworthy is that our "shared cost" was lower (meaning actual costs were under projected) which impacts the rest of the formula favorably. The district is still in significant negative tertiary aid. |
| * Above aid accounts includes: integrations, equalized, special adjustment, exempt computers, exempt property |              |              | \$696,414 |   |

## Revenue: Other General Categories

|  |           |           |           |   |
|--|-----------|-----------|-----------|---|
| Open Enrollment Vouchers & Tuitioning: account 715 | \$600,000 | \$776,549 | \$176,549 | More students coming in than original estimate. |
|  |           |           | \$182,963 | Total Proposed Revenue Adjustments              |

## Expenditures:

|   |           |           |          |   |
|---|-----------|-----------|----------|---|
| Open Enrollment (Students & Aid Outgoing): Account 382.435000         | \$775,000 | \$843,079 | \$68,079 | More students leaving than original estimate.                                   |
| Various Accounts at the Board's Discretion: (See accompanying report) | \$0       | \$0       | \$0      | Consider previous actions as warranted & see accompanying Considerations Report |
|   |           |           | \$68,079 | Total Proposed Revenue Adjustments  |

|  |             |             |           |  |
|--|-------------|-------------|-----------|--|
|  | \$4,820,908 | \$5,565,687 | \$744,779 | Cause and effect of all items above factored in. |
|--|-------------|-------------|-----------|--|

## TAX INFORMATION: ALL FUNDS INCLUDED

Presented at  
the September 30, 2019  
Annual MeetingOctober 26, 2019  
Proposed Final BudgetDELTA  
from  
Annual Mtg

v October Certification by the Department of Revenue.

|   |                 |                 |               |  |
|---|-----------------|-----------------|---------------|--|
| Equalized Value                                   | \$3,510,442,302 | \$3,765,604,114 | \$245,161,912 |  |
| Percent Change over prior year                    | 2.00%           | 6.96%           | 4.98%         |  |
| Tax Levy Total                                    | \$35,511,762    | \$36,073,257    | \$561,495     | Allowable up due to impact of State Imposed Revenue Controls & General Aid Increase as noted in revenue section. |
| Percent Change over prior year                    | 8.62%           | 10.34%          | 1.72%         |  |
| Tax Levy Rate per \$1,000                         | \$9.92          | \$9.61          | -\$0.31       |  |
|   | \$151.19        | \$73.07         | -\$78.12      | Red negative figures are favorable   |
| Tax on Home with \$250,000 Market/Equalized Value | \$2,479.42      | \$2,401.30      | -\$78.12      |  |
| Percent Change over prior year                    | 6.49%           | 3.14%           | -2.35%        |  |
| Three Year Average on Equalized Rate              | 4.97%           | 3.15%           | 1.82%         |  |

## NEW: Net New Construction:

Net 2019

|                    |    |             |  |
|--------------------|----|-------------|--|
| Town of Germantown | \$ | 277,700     |  |
| Town of Jackson *  | \$ | 7,510,400   |  |
| Town of Polk *     | \$ | 6,070,000   |  |
| V. of Germantown   | \$ | 66,335,900  |  |
| V. of Jackson *    | \$ | 12,461,500  |  |
| V. of Richfield *  | \$ | 26,180,900  |  |
| Total              | \$ | 118,806,100 | <---- compare this number to \$245,161,912 highlighted above |

\* Very important to note, that not all of the new construction could be within the Germantown School District. For example, part of the V. of Richfield is NOT in our district.

## **Budget Considerations**

### **New Revenue**

- **State Imposed Revenue Controls**
  - **State Aid:** \$ 74,919
  - **Property Taxes:** \$561,495
- **Open Enrollment:** \$108,470

***Total*** **\$744,884**

### **Expense Side Options**

- **Add Hockey Coop Decision** \$ 9,800
- **Pole Vault Pits was to come out of BOE contingency**  
**add to budget instead** \$ 21,938
- **Increase BOE contingency** \$ 50,000
- **Add \$100K to F41** \$100,000
- **New item - Kellman Restoration - restore storage areas at GHS and KMS**  
**basement** \$ 75,000

***Total*** **\$296,738**

**Remainder to Fund Balance:** **\$448,146**

## NET NEW CONSTRUCTION 2019

| COMUN<br>CODE | MUNICIPALITY                | 2018<br>EQUALIZED VALUE | 2019 NET NEW<br>CONSTRUCTION | PERCENT      |
|---------------|-----------------------------|-------------------------|------------------------------|--------------|
| 66002         | TOWN OF ADDISON             | 354,377,400             | 2,594,100                    | 0.73%        |
| 66004         | TOWN OF BARTON              | 332,082,100             | 3,212,500                    | 0.97%        |
| 66006         | TOWN OF ERIN                | 593,562,400             | 6,195,000                    | 1.04%        |
| 66008         | TOWN OF FARMINGTON          | 429,368,500             | 4,102,500                    | 0.96%        |
| 66010         | TOWN OF GERMANTOWN          | 26,033,300              | 277,700                      | 1.07%        |
| 66012         | TOWN OF HARTFORD            | 411,285,700             | 747,700                      | 0.18%        |
| 66014         | TOWN OF JACKSON             | 550,795,600             | 7,510,400                    | 1.36%        |
| 66016         | TOWN OF KEWASKUM            | 134,996,600             | 2,084,000                    | 1.54%        |
| 66018         | TOWN OF POLK                | 666,283,200             | 6,070,000                    | 0.91%        |
| 66022         | TOWN OF TRENTON             | 525,999,800             | 4,907,500                    | 0.93%        |
| 66024         | TOWN OF WAYNE               | 234,587,800             | 5,027,800                    | 2.14%        |
| 66026         | TOWN OF WEST BEND           | 915,311,700             | 6,537,800                    | 0.71%        |
| 66131         | VILLAGE OF GERMANTOWN       | 2,698,776,600           | 66,335,600                   | 2.46%        |
| 66141         | VILLAGE OF JACKSON          | 683,400,200             | 12,481,500                   | 1.83%        |
| 66142         | VILLAGE OF KEWASKUM *       | 320,761,000             | 6,481,700                    | 2.02%        |
| 66161         | VILLAGE OF NEWBURG *        | 76,717,300              | 118,000                      | 0.15%        |
| 66166         | VILLAGE OF RICHFIELD        | 1,705,739,300           | 26,130,900                   | 1.53%        |
| 66181         | VILLAGE OF SLINGER          | 573,650,600             | 21,696,500                   | 3.78%        |
| 66236         | CITY OF HARTFORD *          | 1,302,696,000           | 31,864,000                   | 2.45%        |
| 66251         | CITY OF MILWAUKEE *         | 1,137,000               | 0                            | 0.00%        |
| 66291         | CITY OF WEST BEND           | 2,766,661,500           | 50,114,300                   | 1.81%        |
| <b>66999</b>  | <b>COUNTY OF WASHINGTON</b> | <b>15,304,223,600</b>   | <b>264,489,500</b>           | <b>1.73%</b> |

\* Split districts are summed at the end of the report

## **GERMANTOWN SCHOOL DISTRICT**

|              |                    |                       |                  |
|--------------|--------------------|-----------------------|------------------|
| <b>TO:</b>   | Board of Education | <b>TOPIC:</b>         | Donations        |
| <b>FROM:</b> | Jeff Holmes        | <b>BOARD MEETING:</b> | October 28, 2019 |
| <b>DATE:</b> | October 7, 2019    | <b>AGENDA ITEM:</b>   | VIII.A.          |

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

1. Approve the \$23,302 grant from the Mark G. Sellers Foundation to Kennedy Middle School to pay for a Morgan plastics injection molding machine and accessories, a California air compressor and a Masterforce steel base cabinet for the machine.
2. Approve the donations of \$250 from David Mazzone and Linda Balistreri, \$300 from Pytik Enterprises LLC, and \$250 from K&L Sales to high school girls golf, and \$500 from Brady Corp to high school Destination Imagination.
3. Approve the donation of \$1,000 from the Kennedy Middle School PTA to the 6th grade Junior Achievement field trip to Biztown.
4. Approve the donation of \$607.27 for the purchase of a *Place for Everyone Classroom Carpet* to Sara Schaus' Amy Belle kindergarten classroom from the DonorsChoose program.

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

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Board Members

**TOPIC:** Facility Use Fee Waiver Request

**FROM:** Ric Ericksen

**BOARD MEETING:** October 28, 2019

**DATE:** October 22, 2019

**AGENDA ITEM:** VIII.B.

The following group is requesting a fee waiver for facility use.

Germantown Police Department – The Germantown Police Department is requesting a fee waiver for use of the high school field house for their police applicant testing. They have used the high school in the past for this testing without fees charged.

**Attachment:** Germantown School District Waiver request forms & Fee Sheets

**RECOMMENDATION:** Approve the Germantown Police Department facility use fee waiver request.

# 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 (1<sup>st</sup>) Monday of each month for consideration by the Board at its 1<sup>st</sup> regular monthly meeting typically held the second (2<sup>nd</sup>) 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](mailto:doorsecurity@gsdwi.org)

Date Submitted: 10/22/19

### I. Contact Information:

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

Germantown Police Dept. N112 W10877 Heguon Rd  
Name, Mailing Address, & Email Address of Main Contact; if different from above: Germantown, WI 53022

Primary Cell/Phone Number: (262) 483-6743 Secondary Cell/Phone Number: (262) 253-7180

### II. Facility Request information:

Date(s) Requested: 11/16/19 Facility Requested: 11/16/19

Time of Day Facility is needed (from when to when): 6:30A - 11A

#### 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?
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:

PD is Requesting to use the GHS Fieldhouse for Police Applicant physical written test.

#### FOR OFFICE USE ONLY

|                     |                   |   |
|---------------------|-------------------|---|
| Fee Waiver Approved | Fee Waiver Denied | Special Conditions if Approved or Reason for Denial - See attached* |
|---------------------|-------------------|---|

Date Received: 10.22.19 Confirmed by: [Signature] Date:     

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

**BOARD POLICY MANUAL****GERMANTOWN SCHOOL DISTRICT**

Page 1 of 2

**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**

|                                       |         |         |   |     |       |    |        |
|---------------------------------------|---------|---------|---|-----|-------|----|--------|
| Field House High School(for 4 courts) | \$30.00 | Per Hr. | X | 4.5 | hours | \$ | 135.00 |
| GHS Main Gym                          | \$      | Per Hr. | X |     | hours | \$ |        |
| Field House Lobby                     | \$      | Per Hr. | X |     | hours | \$ |        |
| Field House Scoreboards               | \$      | Per Hr. | X |     | hours | \$ |        |
| Classroom                             | \$      | Per Hr. | X | 0   | 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- | \$ | Per Hr. | X |   | hours | \$ |   |

**4 ADDITIONAL SERVICES**

Use for Gtown PD Applicant Testing

4.5 hrs.

Group Priority #3, 25% of Fees

Per Policy

**Total Charges \$135.00**

Group Name

Germantown Police Dept.

Person In Charge

Toni Olson

Building Principal

Germantown High School

10.22.19 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 Police Dept.</u> |   |                 |                         |
| Applicant First Name <u>Toni</u>                      | Last Name <u>Olson</u>                                    |                 | 21 or older? <u>Yes</u> |
| Address <u>N112 W16877 Meadow Rd.</u>                 | City <u>Germantown</u>                                    | State <u>WI</u> | Zip <u>53022</u>        |
| Phone Number <u>(262) 253-7780</u>                    | Email: (Print Clearly) <u>tolson@germantownPolice.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: GTPD Police Applicant Testing

Type of Event: Testing/Physicals/Written Total Expected Participants & Attenders: 50

Date of Use: 11-16-19 (Date range if being used for a seasonal program.) Ending Date of Use: 11-16-19

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

Start Time: 6:30 AM PM Ending Time: 11:00 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: \_\_\_\_\_ 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](mailto: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   |
| <u>GHS Field House</u>                      | GHS Main Gym          | GHS Fitness Center | GHS Track      |
| FH # of Courts _____                        | Weights/Yoga/Cardio   | Pool               | Elem. Art Room |
| Classroom:<br>Specific Classroom<br># _____ | # of Classrooms _____ | Library            | Misc           |

(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 Yes Tables Yes

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

Tables + chairs set up just inside the track  
inside main entrance for SO.

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.

SRO Toni Olson  
Applicant Name (Print)

T Olson  
Applicant Signature

10-22-19  
Date

Joel K. Fauer  
Building Principal Name (Print)

[Signature]  
Building Principal Signature

10/21/19  
Date

|  |   |                                   |
|--|---|-----------------------------------|
| Date Received by School/District:<br><u>10.22.19</u> | Received By (Initial/Signature)<br><u>[Signature]</u> | School Dude Schedule ID Assigned: |
|--|---|-----------------------------------|

## GERMANTOWN SCHOOL DISTRICT

**TO:** Board of Education

**TOPIC:** Starting Blocks and Pole Vault Purchases

**FROM:** Ric Ericksen

**BOARD MEETING:** October 25, 2019

**DATE:** October 23, 2019

**AGENDA ITEM:** VIII.C.

**Recommendation to the Board of Education:**

Approve the purchase(s) as presented and reconsider the funding source stated in the motion below to be changed to a new source as presented in the Final Budget and Tax Levy section of tonight's board agenda.

**Background:**

At the October 14, 2019 building committee meeting members voted unanimously on the purchase of these items. The building committee minute is shown below.

Motion by Borden, second by Loth to forward to the Board with a positive recommendation, approval of the purchase of starting blocks and a pole vault mat value pack for the high school at a cost of \$21,938.35 out of the Board Contingency Fund. Motion carried.

**Attachments:**

Building Committee background on this item presented.



Gill Athletics  
601 Mercury Drive  
Champaign, IL 61822 USA  
Telephone: (800) 637-3090

Fax: (217) 367-8440

**Quote Status:** Active  
**Quote Number:** 522217  
**Quoted By:** sphelps  
**For:** Germantown High School  
Germantown, WI 53022  
**Date:** 10/2/2019  
**Expires:** 12/1/2019  
**Printed:** 10/2/2019

**Ship To:** Germantown High  
School  
Germantown, WI  
53022

**Ship Date:**  
**Phone  
Number:**

Expand

| Line No | Item   | Qty  | Weight      | Price                  |
|---------|--|------|-------------|------------------------|
| 1       | VP65417CXXYY<br>65417 PV PIT VALUE PACK; COLOR ? VINYL; COLOR ? TP | 1 SE | 1,500#      | \$19,665.00            |
| 2       | 410<br>COLLEGIATE STARTING BLOCK                                   | 8 EA | 13#<br>104# | \$199.00<br>\$1,592.00 |

**Total Weight Estimate: 1,604 lbs.**

**Total Price\*:** **\$21,257.00**

**Freight (Via Truck):** **\$681.35**

**GRAND TOTAL\*:** **\$21,938.35**

\* Does not include applicable taxes. Please check with your customer service representative if you are unsure whether tax will be applied.

## **GERMANTOWN SCHOOL DISTRICT**

|              |                    |                       |                          |
|--------------|--------------------|-----------------------|--------------------------|
| <b>TO:</b>   | Board of Education | <b>TOPIC:</b>         | Print and Copy Extension |
| <b>FROM:</b> | Marc Gabrysiak     | <b>BOARD MEETING:</b> | October 28, 2019         |
| <b>DATE:</b> | October 24, 2019   | <b>AGENDA ITEM:</b>   | VIII.D.                  |

Central Office Systems, the district's print and copy provider, has approached the administration offering an extension to the current lease of equipment. We are currently in year three of the current lease and the lease is scheduled to expire at the end of August 2020. What is proposed is a one year extension taking the expiration to August 2021. The proposal is attached containing the terms of the extension. The district would realize a cost savings on the fixed portion of the lease agreement. Total anticipated savings is a minimum of \$6,483.84 per Central Office System's figures over the remainder of the amended contract's time span. The amended contract would replace the existing contract and the cost reductions would take place immediately.

The administration is recommending accepting the extension. We have been satisfied with the reliability of the equipment we have currently, and Central Office Systems has been responsive in terms of service and support for the fleet of devices. Additionally, not having to go through a full RFP process for another year after this would allow the administration additional time to prepare for a future RFP if that's the direction determined to best proceed.

**RECOMMENDATION:** Accept the one year copier extension proposal through August 2020 with Central Office Systems.

**Updated GERMANTOWN SCHOOL DISTRICT Copier Enhancement Proposal**

**Current Scenario:**

\$5,446.16 / month (equipment lease)

\$5,119.00 / month (year 2 cost per impression including the stand alone printers)

\$10,565.16 / month = Current Monthly Total Cost

**Proposed Scenario for the final year of the current agreement and a one year extension:**

\$5,176.00 / month (equipment lease) **\*This \$5,176.00 / month equipment cost is a fixed cost that will be implemented immediately for the final year of the current three year contract and for a one year extension. Should the production machines require replacement during that time period, Central Office Systems will provide a loaner of equal or greater functionality at NO Additional cost to the Germantown School District.**

\$5,119.00 / month (ongoing maintenance cost) **\*the cost for impressions is still variable and should go down as impressions are reduced.**

\$10,295.00 / month = Proposed Monthly Total Cost

**Minimum Savings over the next 24 months = \$6,483.84**

Includes the addition of 8 new devices to replace the Muratec devices that did not work easily with PaperCut

- Includes 6 Konica Minolta bizhub 224e, 284e or 364e copiers
- Includes 2 Konica Minolta 4752 tabletop copiers

Please sign and date to amend the current lease for one additional year with the enhancements outlined above:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date