

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

**August 12, 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. July 29, 2019 Board of Education
 - B. July 29, 2019 Closed Session
- V. Reports and Information Items
 - A. NOAA Planet Stewards Education Project
 - B. Enrollment Update
 - C. Annual Seclusion and Restraint Report
- VI. Policy Committee
 - A. Discussion and action regarding new and revised policies.
 - B. Update on remaining items from August 12, 2019 Policy Committee meeting.
- VII. Personnel Committee
 - A. Discussion and action to approve special education aide compensation.
 - B. Discussion and possible action to approve employee handbooks.
 - C. Discussion and possible action regarding volunteer goal in the compensation model.
 - D. Update on remaining items from August 12, 2019 Personnel Committee meeting.
- VIII. Building Committee
 - A. Discussion and action to approve construction change orders exceeding \$25,000.
 - B. Update on remaining items from August 12, 2019 Building Committee meeting.
- IX. New Business
 - A. Discussion and action to approve donations.
 - B. Discussion and possible action to approve 2019-2020 budget.
 - C. Discussion and action to approve teaching contracts.
 - D. Discussion and action to approve facility use fee waiver requests.
 - E. Discussion and action to approve resignations.
- X. Closed Session: The Board will entertain a motion to convene in closed session pursuant to Sections 19.85(1)(e) and (g), to discuss Donges Bay Road property and pending litigation. 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
July 29, 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 7:02 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. Student Nick Heisel and parent Anita Heisl addressed the Board regarding a facility use fee waiver request for a fund raiser for the MAC Fund that Nick organizes. Board Member Tom Barney donated two backpacks of school supplies and thanked BMO Harris Bank and GoRiteway Bus Company for organizing school supply collections again this year.
4. Motion by Larson, second by Spies to approve the July 15, 2019 Board of Education and Closed Session meeting minutes.
5. District parents Julie Heidtke and Julie Quigley were introduced as new parent liaisons for the school district Special Education Parent Advisory Group.
6. Jeff Holmes provided a housing development update including large potential growth areas and will bring additional building permit information to the next meeting.
7. PAC Coordinator Heather Pulkowski provided a report on the Performing Arts Center grand opening and upcoming events.
8. Recommendation from Policy Committee to approve allowing the District Administrator to update staff contacts in Policy on an as-needed basis and approve staff updates to Policies 1422, 1623, 1662, 2260, 2260.01, 3122, 3123, 3362, 4122, 4123, and 4362, and approve new and revised Policies 6150, 6152, 6220, 6235, 6330, 6440, 6470, 6510, 6520, 6610, 6630, 6700, 6830, 7300, 7310, 7434, 7440, 7455, 7540.01, 8146, 8210, 8310, 8330, 8340, 8405, 8407, 8462, 8500, 8660, 8760, 9130, 9150, 9160, and 9600. Motion carried.
9. Building Committee Chair Brian Medved updated the Board on the July 25, 2019 tour of the high school and Amy Belle Elementary and indicated that the larger size of the septic field at Amy Belle will make any future expansion easier.
10. Recommendation from Finance Committee to approve engaging Baker Tilley for Municipal Advisory Services for the 2019-2020 fiscal year, applying all legal counsel recommendations to the engagement agreement. Motion carried.
11. Recommendation from Finance Committee to approve awarding the County Line and Rockfield Elementary school's window replacements to Milwaukee Plate Glass in an amount not to exceed \$22,100 and charge to the appropriate buildings and grounds accounts in the general fund. Motion carried.
12. Finance Committee Chair Michael Loth updated the Board on remaining items discussed in committee including the 2019-2020 budget, school breakfast participation rates, and the American Deposit Management monthly report.

13. Motion by Spies, second by Larson to approve facility use fee waiver requests for Wisconsin Test Prep, Germantown Baseball and Fastpitch, Autism Society of Southeastern Wisconsin, Anita Heisl for StepUp4Kids and the MACC Fund, and the Germantown American Legion Post 1. Motion carried.
14. Motion by Larson, second by Spies to approve a 1.0 FTE regular contract for Catherine Benson at \$46,500, a 1.0 FTE regular contract for Amanda Kaminski at \$41,500, a 1.0 FTE regular contract for Christine Trainor at \$56,250, a 1.0 FTE regular contract for Amanda Laatsch at \$46,000, a 1.0 FTE regular contract for Taylor Sherry at \$42,500, a 1.0 FTE regular contract for Hayley Kutz at \$47,750, and a .8 FTE contract for Jill Lehnert at \$57,600. Motion carried.
15. Motion by Spies, second by Larson to approve the Early Childhood .15 FTE teaching staff increase. Motion carried.
16. Motion by Larson, second by Spies to approve a 6.5 hour per day Educational Interpreter position and a 9 hour per week Special Education Intervener position. Motion carried.
17. Motion by Spies, second by Barney to approve summer diagnostic and IEP development extended contracts for Danielle Gonzalez, Barb Krupo, Amy Kreuser, Alissa Schneider, Jennifer Sturm, Erica Van Serke, Shawn Burns, Dawn Books Kosanke, Kristin Hillshafer, and Brenda Ripplinger. Motion carried.
18. Motion by Medved, second by Barney to approve shifting Amy Belle Elementary School kindergarten students to other District elementary schools as needed. Motion carried.
19. Motion by Larson, second by Spies to enter into closed session pursuant to Section 19.85(1)(c), (e), (f) and (g), as appropriate or as implicated by anticipated Board discussion, to discuss specific employees' conducting related personnel issues, pending land sale negotiations, pending litigation, negotiations for and legal issues related to third-party services with District legal counsel, and to discuss next steps in the hiring process for retiring administrators. Motion carried with unanimous roll call vote.
20. The Board entered into closed session at 8:09 p.m. and did not return to open session, adjourning at 8:44 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

Amy Belle Planet Protectors

Sponsored by NOAA Planet Stewardship Education Project Grant



Background

Amy Belle PTA was accepted into the NOAA Planet Stewards Education Project (PSEP) which provides formal and informal educators working with elementary through college aged students the knowledge and resources to build scientifically-literate individuals and communities who are prepared to respond to environmental challenges monitored by NOAA.

PSEP also supports educators in the development and implementation of projects involving hands-on activities that conserve, restore, and protect human communities and natural resources. Our project proposal for the 2019-2020 school year was approved and funded in full through a \$2,900 grant.

Phase 1: Metal sporks and recycling bins (Sept 2019)

- Provide recycling bins in common areas such as the cafetorium and gym especially for events
- Replace more than 40,000 single-use plastic sporks with re-usable metal sporks
- Introduce our wildcat mascot with a superhero Planet Protector cape as lunch room monitor during launch
- Develop digital artwork of the Wildcat Planet Protector to serve as a project logo and for use in all project communications; the graphics can be used in perpetuity for all future stewardship efforts
- Invite NOAA scientist to present and discuss plastic pollution affecting the Great Lakes



Phase 2: Recycle milk cartons (tentative - Oct 2019)

- Recycle more than 50,000 milk cartons
 - As of May 10, 2019 our recycling hauler has assured us the cartons are recyclable as long as the students make sure they are empty

- District Office disagrees and has stated the cartons must be rinsed out before recycling
- Resolution of this conflict is necessary before proceeding; the District Office has stated they will not discuss the issue until construction is completed
- If rinsing is required we will not be able to recycle milk cartons because we do not have the staffing capacity to manage the process
- We also need a larger recycling dumpster; District Office has not approved due to uncertainty regarding space following the completion of our construction project

Phase 3: Reduce single-use plastic water bottle sales at PTA Events (Oct 2019 / Feb 2020)

- Our two largest school events are Fall Fest (October) and Dinner with the Arts (February)
- Track the number of water bottles sold at Fall Fest
- Add a beverage choice to the Dinner with the Arts order form "We will bring reusable water bottles;" this will make attendees consciously choose single use plastic water bottles
- Offer a free raffle ticket to each attendee at Dinner with the Arts who brings a reusable water bottle

Phase 4: Reduce reliance on individually packaged snacks (Jan 2020)

- Most classes allow one or two snacks throughout each school day; many of our students bring individually packaged items for these snacks as well as in their lunches
- Using a [Terracycle zero waste box](#) we will have students collect all snack wrappers from the classrooms and cafeteria; we will track the number of days it takes to fill the box
- Amy Belle logo-printed [reusable snack bags](#) will be distributed to all staff and students
- Using a second Terracycle zero waste box we will track the number of days it takes to fill the box
- Reaching out to Milwaukee Brewer organization, specifically pitcher Brent Stuter, to see if he will record a message for our students encouraging their efforts based on his success getting his teammates to embrace reusable water bottles and his membership in Players for the Planet



Phase 5: Community tree planting (April 2020)

- Dozens of mature trees were removed from our property to accommodate school construction and property re-grading

- In cooperation with the Village of Richfield, our fourth graders will participate in an Arbor Day community tree planting at the Heritage Park where many of our students play soccer and baseball
- Additional plantings can also be done on school property
- Wisconsin DNR has a program that provides trees free of charge for this activity
- Amount of carbon sequestered will be calculated by the students and reported to the school
- This phase will enable us to give community exposure to the wider project efforts; emphasize this is one step we are taking as part of a larger focus on planet stewardship

Phase 6: Share results and grow the program (May 2020)

- Identify ways for students to share what they've achieved with the other schools in the district
- We have ideas for additional actions to take in successive years but we'd also like the students to identify opportunities and continue taking personal ownership of their stewardship activities
- Provide a way for students to make suggestions for the 2020-2021 school year such as a suggestion box, classroom brainstorming and/or contest for classroom project proposals where school votes on winning idea
- Identify project lead for 2020-2021 school year

Resources

- Many people have helped champion this project along the way from concept to approval and will play pivotal roles in its implementation
- NOAA provides breadth of materials and research to aid in classroom learning
- Metrics will be tracked and communicated through various methods throughout the project
- Students will be back to share their success with the Board in Spring 2020!

ENROLLMENT 2019-20 (Revised 8/8/19)									
AMY BELLE (101)	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	TOTAL	Staff	
2017-18	46 15/15/16 3	68 22/23/23 3	65 21/22/22 3	65 21/21/21/22 4	66 21/22/23 3	79 26/26/27 4	409	20	
2018-19	61 20/20/21 3	55 17/18/18 3	74 18/18/18/19 4	66 21/22/22 3	85 21/21/21/22 4	66 22/22/23 3	407	20	
2019-20	62 21/21/20 3	63 21/21/21 3	59 19/20/20 3	78 20/20/19/19 4	65 21/22/22 3	89 22/22/22/23 4	416	20	
COUNTY LINE (102)	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	TOTAL	Staff	
2017-18	62 19/21/22 3	83 20/21/21/21 4	71 23/24/24 3	90 22/22/23/23 4	76 25/25/26 3	71 23/24/24 3	453	22	
2018-19	64 21/21/21 3	68 23/23/22 3	85 21/21/21/22 4	80 21/20/20/20 4	90 22/22/22/23 4	77 25/26/26 3	464	21	
2019-20	67 22/22/23 3	66 22/22/22 3	69 18/17/17/17 4	87 22/22/22/21 4	88 22/22/22/22 4	89 22/22/22/23 4	466	22	
MAC ARTHUR (103)	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	TOTAL	Staff	
2017-18	64 20/21/23 3	41 21/20 2	67 22/22/23 3	68 23/22/23 3	56 19/19/18 3	68 21/23/24 3	364	17	
2018-19	71 17/17/17/16 4	68 22/22/22 3	50 16/16/17 3	71 23/23/24 3	70 23/24/24 3	58 20/20/20 3	388	17	
2019-20	57 19/19/19 3	77 19/19/19/20 4	71 23/24/24 3	53 17/18/18 3	75 25/25/25 3	72 24/24/24 3	405	19	
ROCKFIELD (104)	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	TOTAL	Incl. EC	
2017-18	55 19/18/18 3	65 21/22/22 3	46 23/23 2	58 19/19/20 3	52 26/26 2	71 23/24/24 3	347	347	
2018-19	55 19/19/19 3	60 19/20/20 3	60 20/21/21 3	45 22/23 2	57 20/20/20 3	49 25/25 2	326	326	
2019-20	56 19/19/18 3	59 20/20/19 3	62 20/21/21 3	59 19/20/20 3	48 24/24 2	62 21/21/20 3	346	346	
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	1609
2019-20	35	242	265	261	277	276	312	1633	1668
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
2017-18	304	318	277	899	2017 - 18	357	328	342	329	1356
	12	11	12	35						0
	25.3	28.9	23.1							
2018-19	301	311	324	936	2018 - 19	309	347	323	332	1311
	12	11	12	35						
	25.1	28.3	27.0							
2019-20	268	308	316	892	2019-20	363	308	348	321	1340
	12	11	12	35						
	22.3	28.0	26.3							
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
2017 - 18 District Enrollment Total	3828
2018 - 19 District Enrollment Total	3832
2019 - 20 District Enrollment Total	3865

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

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Policy Revisions/Additions
FROM: Jeff Holmes **BOARD MEETING:** August 12, 2019
DATE: August 9, 2019 **AGENDA ITEM:** VI.A.

Policy Committee Members were provided with the following policies for consideration:

4111, 4122, 4132, 4139, 4160, 4162, 4230, 4362, 4430.01, 4440, 5111, 5113, 5114, 5200, 5340, 5341, 5512, 5515, 5516, 5517, 5530, 5540, 5630, 5710, 5724, 5830, 5870, and 9270

RECOMMENDATION: Approve the revision, addition, and/or deletion of the above Board policies are presented by the Policy Committee.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Special Education Aide
Compensation

FROM: Michael Nowak and Todd Lamb **BOARD MEETING:** August 12, 2019

DATE: August 7, 2019 **AGENDA ITEM:** VII. A.

Germantown School District's Special Education program aides are currently paid at a higher rate than other non-Special Education teacher assistants. In addition, they are currently allowed to submit log sheets for checking and changing diapers. They are compensated at a rate of \$0.75 for each check and / or change. This is in addition to their normal hourly rate of pay. During the 2018-2019 school year, 30 aides submitted log sheets equating to \$3496 that the district paid additionally for diaper changing. The per aide pay ranged from \$6 to \$586 for the year.

We have reviewed aide compensation throughout the area. Relative to other districts, the pay rate in the Germantown School District appears to be at or above the average compensation rate. Additionally, our district appears to be an anomaly with regard to offering additional compensation for diaper changes. We are asking for modification of this compensation practice to be considered.

RECOMMENDATION: The will of the Board.

GERMANTOWN SCHOOL DISTRICT

TO:	Board of Education	TOPIC:	Staff Handbooks
FROM:	Michael Nowak	BOARD MEETING:	August 12, 2019
DATE:	August 7, 2019	AGENDA ITEM:	VII. B.

As we approach the beginning of the 2019-2020 school year, we are asking for two clarifications to be added to the main staff handbook. Under the category of paid leave, we would like to add language regarding the use of unpaid days. Specifically, we would like to note that “the use of unpaid days is strongly discouraged and needs the approval of a supervisor. In the unique circumstance that an employee needs to request unpaid days, all applicable and available time off would need to be exhausted.” This information would be noted in the handbook and in the leave day summary chart which will be linked from the handbook. Secondly, we would like to add clarification to our leave day chart that no leave days are given to support staff 15 hours or less, substitute teachers, seasonal, summer and temporary employees.

Recommendation: Approve the proposed modifications to the Staff Handbook and move forward with overall adoption for the 2019-2020 school year.

GERMANTOWN SCHOOL DISTRICT

Leave Day Summary

Classification	Leave Day Allocation	Personal Days	Accumulation	Funeral/Bereavement Leave	Donated Days (Upon HR Approval)
Administrators	12 leave days per year	6 of the leave days may be used for personal reasons (roll unused to sick)	70 Sick Days	Up to 5 days leave may be granted for funeral upon approval of the district administrator. The first 2 are supplemental and will not be subtracted from leave.	May contribute personal days to another district employee for catastrophic health needs, when that employee has exhausted their own bank.
Professional & Technical	12 leave days per year	6 of the leave days may be used for personal reasons (roll unused to sick)	70 Sick Days	Up to 5 days leave may be granted for funeral upon approval of the district administrator. The first 2 are supplemental and will not be subtracted from leave.	May contribute personal days to another district employee for catastrophic health needs, when that employee has exhausted their own bank.
Teachers	18 days employment 1 leave day 36 days employment 2 leave days 54 days employment 3 leave days 72 days employment 4 leave days 90 days employment 5 leave days 108 days employment 6 leave days 126 days employment 7 leave days Over 126 days employment 10 leave days	*5 of leave days may be used for personal reasons (roll unused to sick)	70 Sick Days	Up to 5 days leave may be granted for funeral upon approval of the district administrator. The first 2 are supplemental and will not be subtracted from leave.	May contribute personal days to another district employee for catastrophic health needs, when that employee has exhausted their own bank.
Limited Term Teachers		*Up to 5 days may be used for personal reasons (roll unused to sick)	70 Sick Days	Up to 5 days leave may be granted for funeral upon approval of the district administrator. The first 2 are supplemental and will not be subtracted from leave.	May contribute personal days to another district employee for catastrophic health needs, when that employee has exhausted their own bank.
Support Staff Over 15 Hours per week	1 sick day earned for each month worked.	*3 days allocated every year, can accumulate up to 5 (after 3 years)	70 Sick Days	Up to 5 days leave may be granted for funeral upon approval of the district administrator. The first 2 are supplemental and will not be subtracted from leave.	May contribute personal leave days to another support staff employee for catastrophic health needs, when that employee has exhausted their own bank. Donated hours will be paid at recipient's rate of pay.

Unpaid Days are strongly discouraged. In unique circumstances, an employee may need to utilize unpaid days. However, prior to being allowed any unpaid days, all current sick or otherwise earned days must be used.

* Administration may deny requests for personal days when the number of pre-approved personal leave requests reach 5% of the total number of instructional staff in that particular building, or three (3) teachers or instructional support staff, whichever is greater, for any given day. **Without a written request of the employee stating the reason and written approval from Director of Human Resources:**

- No more than two personal days may be used concurrently
- Personal days will not be permitted for days immediately before or after dates to extend breaks, e.g. Thanksgiving, Winter Break, Spring Break, or Inservice Days.
- No personal days will be permitted before September 15th, or after May 15th.

As of April 25, 2019

No Leave Days Given to Support Staff 15 hours or less and Substitute Teachers

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Volunteer Goal

FROM: Michael Nowak

BOARD MEETING: August 12, 2019

DATE: August 7, 2019

AGENDA ITEM: VII. C.

Previously referred to as the Collaborative Goal, the Germantown School District's compensation model has utilized a Volunteer Goal for teachers which calls for at least 80% of our teaching staff to participate in two community service activities of their choosing. Every year since the inception of this goal, over 90% of our teaching staff have met the requirement of this goal with participation in a wide-array of volunteer activities. Volunteer efforts of teachers have positively impacted the entire community with many activities directly benefiting our schools.

While participation has been strong, questions have arisen as to whether or not to continue utilizing the volunteer process and related goal as part of the overall compensation model. Moving away from volunteering at this point may be a subtle move that could be accomplished without abandoning the overall foundations of the current compensation model. In that regard, it could also serve as a starting point for broader changes to the model on the horizon. At the same time, in considering the future of this practice we need to keep in mind the significant impact of our teachers' efforts in this area over the last several years.

Recommendation: The will of the Board

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Construction Project(s)
Change Orders Over \$25,000

FROM: Ric Ericksen **BOARD MEETING:** August 12, 2019

DATE: August 8, 2019 **AGENDA ITEM:** VIII.A.

BC Agenda Item: VII.A.

Board Governance:

Recent action by the Board of Education requires change orders exceeding \$25,000 to come to the full board for approval.

GHS: BCU#13 \$34,314

Amy Belle: #9 \$23,449

Recommendation to the Board of Education from the Building Committee:

Pending discussions at the Building Committee, the Building Committee brings forward to the Board of Education with a positive recommendation to approve the change orders presented below and as attached:

GHS # 13
Amy Belle # 9

Background:

CD Smith officials will provide an explanation for change orders, if any.

Attachment(s):

Referenced CO's.

CHANGE ORDER REQUEST SUMMARY

Project Name: Germantown High School
 Job No: 170144
 Date: 7/19/2019

Change Order Request No: 141
 Revision:

Description of Change: 1) Altmeyer Electric, Inc.
 Cost to provide power to the added BCU#13 per RFI#305

2) Total Mechanical, Inc.
 Install new BCU#13 and associated work per RFI#305

Reason for Change: Per RFI#305

Schedule Adjustment for Change (Days):

SUMMARY

A	Materials	\$	-
B	Labor	\$	-
C	Subcontracts	\$	32,452.80
D	Equipment	\$	-
E	General Conditions	\$	-
	Subtotal	\$	32,452.80
F	Overhead and Profit	\$	1,622.64
	Subtotal	\$	34,075.44
G	Bond and Insurance	\$	238.53
	Grand Total		\$34,314

BY: Dave Mertens DATE: 7/19/2019

CONTRACTOR

BY: Ric Erickson DATE:

OWNER

This proposal only covers the direct costs of labor, materials and equipment to execute the changed work described in the proposal. At the present time, we cannot access or evaluate the overall impact of the changed work on our original scope of work. We thereby reserve our rights to claim for any indirect costs which may arise in the future as a result of delays to the work, out of sequence work, inefficiencies, extended contract completion, labor and material escalation and/or acceleration and extended warranties.

CHANGE ORDER REQUEST SUMMARY

Project Name: Amy Belle Additions
Job No: 170139.1
Date: 7/17/2019

Change Order Request No: 9
Revision:

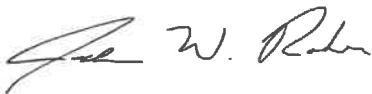
Description of Change: **Costs to remove unsuitable soils from site underneath new north parking lot, and install suitable fill material.**

Reason for Change: **Field Directive**

Schedule Adjustment for Change (Days):

SUMMARY

A	Materials	\$	-
B	Labor	\$	-
C	Subcontracts	\$	22,176.85
D	Equipment	\$	-
E	General Conditions	\$	-
	Subtotal	\$	22,176.85
F	Overhead and Profit	\$	1,108.84
	Subtotal	\$	23,285.69
G	Bond and Insurance	\$	163.00
	Grand Total		\$23,449



BY: Josh Rooker DATE:
CONTRACTOR

BY: Ric Ericksen DATE:
OWNER

This proposal only covers the direct costs of labor, materials and equipment to execute the changed work described in the proposal. At the present time, we cannot access or evaluate the overall impact of the changed work on our original scope of work. We thereby reserve our rights to claim for any indirect costs which may arise in the future as a result of delays to the work, out of sequence work, inefficiencies, extended contract completion, labor and material escalation and/or acceleration and extended warranties.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Donations

FROM: Jeff Holmes

BOARD MEETING: August 12, 2019

DATE: August 6, 2019

AGENDA ITEM: IX.A.

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

1. Approve the donation of bubble tubes, bubble tube bases, controllers, mirrors and a fiber optic light spray set valued at approximately \$7,000 from The Gables of Germantown to create a multi-sensory environment in the new high school sensory room.
2. Approve the donation of 4500 from the Brady Corporation to Germantown High School girls soccer.
3. Approve the donation of \$500 from Super Excavator, Inc. to Germantown High School Poms.
4. Approve the donation of a Silverback 54” in-ground basketball hoop valued at \$650 from the Erdmann family to Amy Belle Elementary School.

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



GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** 2019-2020 Budget Update
FROM: Ric Ericksen **BOARD MEETING:** August 12, 2019
DATE: August 7, 2019 **AGENDA ITEM:** IX.B.

Please see previous board meeting and finance committee meetings for budget information.

Calendar – Condensed Version *(relevant to remainder of budget process):*

- | | |
|-------------|---|
| ✓ August 12 | > Updates and Budget Options |
| ✓ August 26 | > Target Date for Board 2019/2020 Budget Adoption. |
| ✓ Sept. TBD | > Annual Citizens' Mailing & Budget/Annual Meeting Notices Published. |
| ✓ Sept. 30 | > Annual Meeting. |
| ✓ Oct. 28 | > Budget and Tax Levy Finalized. |

Budget Options – See attachment.

When referencing the attached, the starting point is the red deficit figure of (\$344,732) which is highlighted in blue.

It represents an amount estimated to be below the targeted fund balance of \$4,428,476.

The options offer ways to reduce the deficit figure.

... Continued

The figure of (\$344,732) referenced on the previous page is from the August 12 Detail Budget Draft (not attached – but will be posted at the FC web link by Monday) includes, but is not limited to, the following budget variables and highlights:

Revenues

1. **State Imposed Revenue Controls:** no change in enrollment projected - will be finalized by third Friday in Sept.; increase in per pupil allocation of \$175 applied.
2. **Various State Aids:** Loss of \$690,368 projected for Equalized Aid and the negative tertiary formula variable hurt – it jump by a minus (\$859,000); increases in Per Pupil aid of \$343,000 and Special Education aid of \$121,000 applied.
3. **Early Estimate of Property Tax Impact Increase:**
 - Using a 2% increase tax base:
 - Increase in tax on home valued at \$250,000 for all tax levies: \$151.19
 - The non-referendum tax levy portion increase is \$26.98
 - The referendum tax levy portion increase is \$124.21
 - *The estimated impact of the referendum was estimated to be \$260 year-over-year (published in 2016). The tax levy has been well below this initial estimate.*
4. **Other Revenues Noteworthy:**
 - TID Retirement \$691,855. This will also impact the total tax base value.
 - Proceeds from Sale of Donges Bay – **Excluded.**
 - Open Enrollment net aid loss of \$175,000.

Expenditures:

- No additional debt funding included but under discussion as alternate to the non-sale of the Donges Bay property. Debt would go toward original purpose – MacArthur Elementary School parking-safety investment.
- All staffing requests. The board did not approve custodial increases at this time but these are included.
- No budget cuts applied except as normally done during the budget process.
- Increase in the Board Contingency account to \$50,000 from \$30,000.
- An increase in the Fund 41 Capital Projects fund to \$300,000 from \$150,000.
- Savings from staff resignations and retirements of \$380,000 applied.
- Transportation increase of 4% applied, not yet approved by board for 2019/2020.
- Utility increase of 3% applied.
- Buildings & Grounds non-staffing budget is adjusted for the increased footprint. While it may need future adjustment, the amount in this draft should suffice for 2019/2020.
- Adjustment for short-term borrowing interest expenses.

Budget Options Analysis Report

Prepared for August 12, 2019 BOE Meeting

A Impact: \$ 200,000

At its June 24, 2019 Board of Education meeting a staffing plan was approved that did not include 4.5 FTE of new custodial positions as requested.
For purposes of this report/analysis: "All Staffing" includes these positions and the amount referenced above; and "Approved Staffing" does not.

B Impact: \$ 767,700

Loan of \$853,000 represents the revenue. For this review the required April P&I payment of \$85,300 needs to be applied for a net in year one of \$767,700.

At its July 29, 2019 Finance Committee meeting members discussed the merit of a State Trust Fund Loan (STFL) to cover the cost of the MacArthur parking lot investment.
For purposes of this report/analysis: "No STFL" excludes the amount referenced above; "STFL" includes the amount.

C Impact: \$ 158,009

At previous Finance Committee meetings a 10% cut of site/departments budgets was discussed/reviewed.
As part of the normal budget process reductions were made in the Teaching & Learning and HR departments that exceeded the 10%, so these are excluded in the \$158,009 figure.
For purposes of this report/analysis: "No Cuts" excludes the amount referenced above; "Cuts" includes the amount.

D 6/30/2020 Targeted Fund Balance \$ 4,428,476

E Options:						
E1	E2	E3	E4	E5	E6	
All Staffing	All Staffing	All Staffing	Approved Staffing	Approved Staffing	Approved Staffing	
No STFL	STFL	STFL	No STFL	STFL	STFL	
No Cuts	No Cuts	Cuts	No Cuts	No Cuts	Cuts	
Estimated Deficit/Surplus ---->	(\$344,732)	\$422,968	\$580,977	(\$144,732)	\$622,968	\$780,977
Fund Balance Impact ---->	\$ 4,083,744	\$ 4,851,444	\$ 5,009,453	\$ 4,283,744	\$ 5,051,444	\$ 5,209,453
Check & Balance (Above/Below Target ---->	(\$344,732)	\$422,968	\$580,977	(\$144,732)	\$622,968	\$780,977

My recommendation is for the Board to adopt a preliminary budget for presentation at the Annual Meeting using the parameters in Option E3.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Teacher Contracts

FROM: Michael Nowak

BOARD MEETING: August 12, 2019

DATE: August 7, 2019

AGENDA ITEM: IX. C.

The administration is recommending the approval of the following full-time regular and limited-term contracts for the 2019-2020 school year.

Employee Assignment/Location	Rationale	FTE	Contract Type	Salary
Rebecca Killen Art Teacher Germantown High School	Rebecca is filling the vacancy occurring due to the resignation of Christine Dougherty	1.0	Regular	\$44,250
Brooke Gronitz Special Education Teacher Germantown High School	Brooke will be filling the vacancy occurring due to the resignation of Gina Ray	1.0	Regular	\$62,250
Nicole Schmitt Special Education Teacher County Line Elementary School	Nicole is filling the vacancy created by increased needs based on student enrollment	1.0	Regular	\$40,000
Ashley Holtz Fifth Grade Teacher County Line Elementary School	Ashley is filling the vacancy created by increased needs based on student enrollment	1.0	Limited-Term	\$33,259
Paula Joecks Second Grade Teacher Rockfield Elementary School	Paula is filling the vacancy created by the resignation of Alison Pitrof	1.0	Regular	\$58,750

RECOMMENDATION: Approve the 1.0 FTE regular contract for Rebecca Killen at \$44,250, the 1.0 FTE regular contract for Brooke Gronitz at \$62,250, the 1.0 FTE regular contract for Nicole Schmitt at \$40,000, the 1.0 FTE limited-term contract for Ashley Holtz at \$33,259, and the 1.0 FTE regular contract for Paula Joecks at \$58,750

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Facility Use Fee Waiver
Request:

FROM: Ric Ericksen

BOARD MEETING: August 12, 2019

DATE: August 6, 2019

AGENDA ITEM: IX.D.

The following group(s) is/are requesting a fee waiver for facility use.

Melissa Pecunia – This Germantown High School parent is requesting use of the high school stadium, field, and track for senior portraits. This family has used the stadium in the past without fees charged.

Germantown Girls Hawks Basketball Club – This organization is requesting to use gym space, District wide. No use has been scheduled at this time, and there are no guarantees that this organization will be granted all the days, locations and times they are requesting. This organization has used the facilities in the past without fees charged.

Attachment: Germantown School District Waiver request forms & Fee Sheets

RECOMMENDATION: At the Will of the Board of Education.

Melissa

Germantown School District Facility Request-Fee Waiver Form for Remainder of 2018-19 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 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: 7/29/19

I. Contact Information:

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

MELISSA PERCUNA WISCONSIN Pilgrimage Group 53022 mpercuna@wi.rr.com

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

Primary Cell/Phone Number: 262-391-5525 Secondary Cell/Phone Number: _____

II. Facility Request Information:

Date(s) Requested: 9/28 (Rain date 10/6) Facility Requested: GHS football field + stands

Time of Day Facility is needed (from when to when): 9/28 approx 5-6pm 10/6 approx 3-4pm

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?

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

Would like to use the football field as part of a senior portrait photo shoot.

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: 7.30.19 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

Stadium & Track Use for Photos	\$170	Per Hr.	X	1	hours	\$	170.00
Field House Lobby for Adult Lunch	0	Per Hr.	X		hours	\$	
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	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, etc.)	\$	Per Hr.	X	0	hours	\$	

Name of employee in place of custodian: _____

4 ADDITIONAL SERVICES

Priority Group #5	
Personal Use of Stadium, Stands, Football Field for Senior Portraits	\$ -

Total Charges \$ 170.00

Group Name

Melissa Pecunia

Person In Charge

Melissa Pecunia

Building Principal

Joel Farren

NOTES:

7.30.19 bjm

Germantown School District Application for Facility Use

8104 W1384th 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			
Applicant First Name: <u>Melissa</u>	Last Name: <u>Pecunia</u>		21 or older? <u>Y</u>
Address: <u>W156N9326 Plymouth Rd</u>	City: <u>Germantown</u>	State: <u>WI</u>	Zip: <u>53022</u>
Phone Number: <u>262 391 5525</u>	Email: (Print Clearly) <u>mpecunia@wi.rr.com</u>		

Check One: ☐ GSD Curriculum 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: Senior Portrait

Type of Event: Portrait Photo Shoot Total Expected Participants & Attenders: 3

Date of Use: 9/28 Sat (Date range if being used for a seasonal program.) Ending Date of Use: 9/28 Sat

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

Start Time: approx 5:00 6:30 AM/PM PM Ending Time: 6:00 6:30 AM/PM PM

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

Hours Before: N/A Hours After: N/A

Rain date - Oct 6
Sunday approx 3-4pm

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

Football Field
+ stands

Architectural use request form (Please Circle)

Categoria	Elementary Gym	KMS Main Gym	KMS Gold Gym
GHS Field House	GHS Main Gym	GHS Fitness Center	GHS Track
FH - all Courts	Weight Room/Cards	Pool	Elem Art Room
Classroom	3rd Classroom	Library	Misc
Specific Classroom			GHS Football Field + stands

(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 administrator 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? *AK*

Do you require any AV Equipment (Please Circle)

Speaker System - Yes or No ☒ No

Screen - Yes or No ☒ No

Projector - Yes or No ☒ 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.

Melissa Pecunia

Applicant Name (Print)

M. Pecunia

Applicant Signature

Date

7/29/19

Building Principal Name (Print)

Building Principal Signature

Date

Date Received by School/District:

7.30.19

Received By (Initial/Signature)

[Signature]

School Date Schedule ID Assigned:

Germantown School District

Facility Request-Fee Waiver Form for Remainder of 2018-19 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 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: 8-6-19

I. Contact Information:

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

Jon Stocks, W160 N10613 Fieldstone Pass, Germantown WI 53022 jstocks@nescoresource.com

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

Primary Cell/Phone Number: 414-793-4681 Secondary Cell/Phone Number: _____

II. Facility Request information:

Date(s) Requested: 10-1-19 Facility Requested: 3-25-20

Time of Day Facility is needed (from when to when): 5:30-8:30PM

General Questions:

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

This request is for the use of Germantown facilities to have Girls Youth Basketball practices

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

Date Received: 8.6.19 Confirmed by: Bj 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 3 courts)	\$22.50	Per Hr.	X	297	hours	\$ 6682.50
KMS Gold Gym	\$	Per Hr.	X		hours	\$
Elementary Gyms	\$3.75	Per Hr.	X	132	hours	\$ 495.00
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	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

Requested Hrs Projected for 2019-2020
Group Priority #3 - Requesting
Mid October 2019 – March 2020
FH Use of 66 days (3 nights a week)
66 days x 4.5 hrs/each night x 3 Courts
Used

Elementary Gym Use
44 days (2 nights a week)
44 days x 3 hrs/each night

Approx. Total Charges \$ 7177.50

Group Name

Germantown Hawks Girls
Basketball Club

Person In Charge

Jon Stocks

Building Principal

Multiple

7.24.29 bjn

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 Girls Hawks Basketball Club</u>			
Applicant First Name <u>Jon</u>		Last Name <u>Stocks</u>	
Address <u>460 N10618 Fieldstone Pass</u>		City <u>Germantown</u>	State <u>WI</u>
Phone Number <u>414-793-4681</u>		Zip <u>53022</u>	
Email: (Print Clearly) <u>Jstocks@nes10resource.com</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: Basketball Practice

Type of Event: Basketball Total Expected Participants & Attenders: 10-35 per session

Date of Use: 6-1-19 to 3-25-20 (Date range if being used for a seasonal program.) Ending Date of Use: 3-25-20

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

Start Time: 5:30 AM PM Ending Time: 8:30 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@gstdwi.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 <u>3</u>	Weights/Yoga/Cardio	Pool	Elem. Art Room
Classroom: Specific Classroom # <u> </u>	# of Classrooms <u> </u>	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 N Tables N

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

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.

Jon Stach
Applicant Name (Print)

Building Principal Name (Print)

[Signature]
Applicant Signature

Building Principal Signature

8-6-19
Date

Date

Date Received by School/District: <u>8-6-19</u>	Received By (Initial/Signature) <u>[Signature]</u>	School Dude Schedule ID Assigned:
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GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Resignation
FROM: Michael Nowak **BOARD MEETING:** August 12, 2019
DATE: August 7, 2019 **AGENDA ITEM:** IX. E.

Matt Jolliff recently submitted a letter of resignation effective August 9, 2019. Matt was hired in August of 2014 as an Assistant Principal at Germantown High School.

RECOMMENDATION: Approve the resignation of Matt Jolliff and thank him for his five years of service to the students, their families and to the Germantown School District. Approve posting and filling the vacancy.

LIQUIDATED DAMAGES. In the event the Administrator breaches this agreement for any reason during its term, the sum of \$1,000 is determined to be the reasonable liquidated damages that the parties reasonably anticipate will follow from such a breach. The Board may, at its option, demand this amount in liquidated damages, and may make a deduction from the Administrator's remaining compensation to recover said amount, but payment of liquidated damages is not the Board's exclusive remedy but is, instead, an alternative right and remedy, and shall not preclude the Board from seeking and recovering the actual amount of damages resulting from such a breach by the Administrator.