

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

**April 15, 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. March 18, 2019 Board of Education
 - B. March 18, 2019 Closed Session
- V. Reports and Information Items
 - A. Student Representative Report
 - B. Powerful Learning Demonstration
 - C. PAC Grand Opening Update
 - D. Board of Education Election Results
- VI. Building Committee
 - A. Discussion and action regarding 2019 roofing bids.
 - B. Discussion and possible action regarding potential deed restriction on Amy Belle property.
 - C. Update on items discussed at April 15, 2019 Building Committee meeting.
- VII. New Business
 - A. Discussion and action to approve donations.
 - B. Discussion and action to approve Start College Now requests.
 - C. Discussion and action to approve high school Skills USA overnight travel request.
 - D. Discussion and action to approve Destination Imagination overnight travel request.
 - E. Discussion and action to approve facility use fee waiver requests.
- VIII. Closed Session: The Board will entertain a motion to convene in closed session pursuant to Section 19.85(1)(e), (f), and (g) to discuss contract negotiations, employee retirement matter, GEA negotiations, and other staff issues. The Board may 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
March 18, 2019**

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the MacArthur Cafetorium at 7:11 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 February 25, 2019 Board of Education and closed session minutes. Motion carried.
4. County Line teacher Tim Bauer brought several students who put together a presentation on utilizing interactive Smart Panels for the Board.
5. Student Representative Avi Bhavsar reported on student activities taking place in the district.
6. Performing Arts Center Coordinator Heather Pulkowski updated the Board on the success of the first major event held at the PAC which was the production of the Sound of Music and discussed a contest that will be open to high school students to submit ideas for a PAC logo.
7. Building Committee Chair Brian Medved updated the Board on discussion that took place in Building Committee regarding change order requests and indicated the committee approved moving ahead with change order requests #111 for the high school men's lockers and change order #112 for replacement of butterfly valves in the lower level locker room. Remaining items will be held off due to the budget.
8. Positive recommendation from Finance Committee to engage in a three-year agreement with Baker Tilly Virchow Krause, LLP for financial, enrollment, and 220 audit services to cover fiscal years ending June 30 of 2019, 2020, and 2021. Motion carried.
9. Positive recommendation from Finance Committee to award the Kennedy Middle School blue gym flooring project to Baseman Bros. in an amount not to exceed \$17,289 and fund the project using the non-lapsing fund held by the Village of Germantown. Motion carried.
10. Finance Committee Chair Michael Loth updated the Board on remaining items discussed in committee including recommendations from Baker Tilly regarding developing an OPEB Committee, general fund information, the audit ending June 30, 2018, and the American Deposit Management Fund report.
11. Motion by Spies, second by Barney to approve the swim team agreement between the Germantown School District and the Menomonee Falls Swim Club (name will be changed per agreement). Motion carried.
12. Discussion and action was tabled on the revised Village of Germantown Intergovernmental Agreement returned from the Village and the Board directed Superintendent Jeff Holmes to continue discussions and negotiations with the Village of Germantown Administrator.
13. Motion by Larson, second by Spies to approve facility use fee waiver requests for Germantown Youth Futures and the Milwaukee Chinese Community Center (MCCC). Motion carried.

14. Motion by Larson, second by Barney to approve the overnight travel request for 50 FBLA students and four advisors to attend the State FBLA Competition April 7-9, 2019 in Green Bay, WI with appropriate Board funding. Motion carried.
15. Motion by Loth, second by Spies to approve the overnight travel request for 23 DECA students and three advisors to attend the National DECA Competition April 26 – May 1, 2019 in Orlando, FL with costs paid through club funds. Motion carried.
16. Motion by Barney, second by Medved to approve the donation of six 8.0L gas engines valued at \$3,991 from General Power Systems to the high school autos program and thank the donors for their generosity. Motion carried.
17. Motion by Spies, second by Barney to allow for the current make-up day and minutes added to the 2018-2019 calendar count as the make-up time for teaching staff with the caveat that employee handbooks and Board policies be reviewed to make determinations and/or modifications that better address future inclement weather days that may arise. Motion carried.
18. Motion by Larson, second by Spies to approve the 1.0 FTE limited-term contract for Matthew Ritter at \$17,539. Motion carried.
19. Motion by Spies, second by Barney to approve the summer school budget for 2019 with the addition of funding for a second session of the fishing course if possible. Motion carried.
20. Motion by Larson, second by Spies to enter into closed session pursuant to Section 19.85(1)(e), (f), and (g) to discuss pending litigation, employee and student issues. Motion carried (roll call vote).
21. Board President Soderberg declared the meeting adjourned at 8:42 p.m. The Board entered into closed session at 8:47 p.m. and did not return to open session, adjourning at 10:07 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** 2019 Roofing Projects
FROM: Ric Ericksen **BOARD MEETING:** April 15, 2019
DATE: April 11, 2019 **AGENDA ITEM:** VI.A.

BC Date: April 15, 2019
BC Agenda Item(s): VI. B.

Recommendation to the Board of Education and Building Committee:

Bring forward to the Board of Education with a positive recommendation to award the labor to Langer Roofing, the roofing materials to ABC Supply, and the tuckpointing to Holton Brothers to be funded out of the Fund 41 Capital Projects funds as presented.

Director of Buildings & Grounds, Don Erickson will lead these discussions.

Background/Attachment(s):

See attached.

2019 Roofing


Below are the results of the 2019 roofing bids. Langer Roofing and ABC Supply are the lowest bidders for both proposed projects.

<u>Labor Vendor</u>	<u>Germantown High School</u>	<u>Kennedy Middle School</u>
Carlson Racine	\$220,014	\$191,343
FJA Christensen	\$178,897	\$122,682
Langer Roofing	\$152,125	\$104,100
Pioneer Roofing	\$200,327	\$108,797
<u>Material Vendor</u>		
ABC Supply	\$48,409	\$32,435
Roofers Mart	\$48,635	\$32,850
<u>Tuckpointing</u>		
Holton	\$17,245	\$6,535
<u>Lowest Totals</u>	\$217,779	\$143,070
	<u>Grand Total</u>	\$360,849




10.1 Bid Item 2019-01 Germantown High School Roof Section(s) X, Y, AA, BB

Best Cost Evaluation – Labor and Materials

	Vendor	Labor	Materials
	Carlson Racine	\$220,014	
	FJA Christensen	178,897	
	Langer Roofing	152,125	
	Pioneer Roofing	200,327	
	ABC Supply		\$48,409
	Roofers Mart WI		\$48,535
Best Cost Option (Labor + Materials)	Langer Roofing & ABC Supply		\$200,534

10.2 Bid Item 2019-02 Kennedy Middle School Roof Section(s): M, N, O

Best Cost Evaluation – Labor and Materials

	Vendor	Labor	Materials
	Carlson Racine	\$191,343	
	FJA Christensen	122,682	
	Langer Roofing	104,100	
	Pioneer Roofing	108,797	
	ABC Supply		\$32,435
	Roofers Mart WI		\$32,850
Best Cost Option (Labor + Materials)	Langer Roofing & ABC Supply		\$136,535



Holton Brothers, Inc. Contractors

1257 Terminal Road
Grafton, WI 53024

Phone: 262-377-7887
Fax: 262-377-0615

Masonry Repairs - Tuckpointing - Caulking - Waterproofing

☐ Please check if project is tax exempt (attach certificate of exemption)

Proposal Number AABQ13393

Date Apr 9, 2019

Proposal Submitted To:

Commercial Consultants Group
13425 Watertown Plank Road
Elm Grove, WI 53122

Project Site

Germantown High School
Kennedy Middle School

Your Sales Rep

Thomas F. Holton

President

262-377-7887

Tom@holtonbrothers.com

Attn: Mr. Ryan Owsianney

We hereby propose to furnish, labor, materials, equipment and insurance complete in accordance with the following specifications.

EXTERIOR RESTORATION

Per your request, the "AA/BB" roof wall on the high school (95' long) and the "M" roof wall on the middle school (36' long), have been visually inspected by this contractor. It is our opinion that the proper procedure for repair should be as outlined in the following specifications.

THRU-WALL FLASHING INSTALLATION

As part of any roof repair / replacement project, a new thru wall flashing system will be installed by Holton Brothers at the same time. Therefore, the following repairs are recommended:

- Saw cut and remove 3-4 courses of brick directly above metal counter flashing along the entire length of wall. Removal will occur in 5-6' increments so as to prevent any downward load transfer of the masonry above.
- Install new W.R. Grace or approved perm-a-barrier thru-wall flashing and stainless receiver / drip edge.
- Anchor flashing to back-up wall using termination strip and rawl fasteners. Caulk top of termination bar.
- Provide end dams at all corners and overlap flashing a minimum of 6-8" in order to prevent water migrating to ends and leaking.
- Relay new brick over flashing system plumb and level. Weep vents will be installed at head joints every 16"-24" on center.
- Complete final wash of all newly relayed masonry.

COST BREAKDOWN

High School \$17,245.00

Middle School \$6,535.00

Total SEE COST ABOVE

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Deed Restriction
FROM: Ric Ericksen/Jeff Holmes **BOARD MEETING:** April 15, 2019
DATE: April 11, 2019 **AGENDA ITEM:** VI.B.

BUILDING COMMITTEE AGENDA ITEM: VI.F.

As a result of discussions with the Village of Richfield's Planning Commission and with their Village Administrator, they respectfully requested that the Germantown School District Board of Education consider a deed restriction regarding the recently acquired property across from Amy Belle Elementary School. The Village of Richfield would like for wording to the effect that the District would not place any enclosed buildings on that piece of our property. Given the limited amount of space we acquired and with the majority of that space consumed by the new septic system for Amy Belle Elementary, I am comfortable suggesting that we may accommodate the request for up to 30 years maximum, as I do not believe "in perpetuity" is in anyone's best interest. This proposal would not impact the building of the outdoor learning center, which is an open-air structure.

RECOMMENDATION: Will of the Building Committee and Board.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Donations

FROM: Jeff Holmes

BOARD MEETING: April 15, 2019

DATE: April 10, 2019

AGENDA ITEM: VII.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. Accept the donation of Pendant Armor controller bumpers valued at \$897 from Chris and Charlie Tur of Roboworld, LLC to the district tech ed program.
2. Accept the donation of six SoftZone floor cushions, six Bouncy Bnads, and six Waliki Wobbly Cushions valued at \$231.88 from the County Line PTA for seating in Mrs. Sarah Siefkes' classroom at County Line.
3. Accept the donation of six Kore Wobble Chairs and six Gaiam Kids Stay-n-Play balance balls valued at \$507.52 from the Donors Choose Foundation to Mrs. Sarah Siefkes' classroom at County Line.
4. Accept the donation of six Kore Wobble Stools valued at \$398.94 from the Donors Choose Foundation to Mrs. Carrie Beaudet's classroom at County Line.

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

GERMANTOWN SCHOOL DISTRICT

TO:	Board Members	TOPIC: “Start College Now” Requests
FROM:	Brenda O’Brien	BOARD MEETING: April 15, 2019
DATE:	March 15, 2019	AGENDA ITEM: VII.B.

Policy 2271 outlines the procedures for Start College Now, an opportunity for high school students to enroll in academic courses outside of their high school. The Germantown School District has sixteen requests for sixteen students to participate in the program for the fall semester of the 2019-2020 school year. Such requests need to be submitted by March 1 for enrollment in the fall semester.

Sixteen students submitted paperwork to attend either WCTC, MPTC, or MATC for Nursing Assistant (Certified Nursing Assistant - CNA), depending on the course availability. Currently, Germantown High School does not offer a similar course.

Erin Cherney, from MATC, has established cohort groups of students for the CNA coursework. There is no cost benefit of having the cohort group as opposed to the individual Start College Now requests. The advantage of a cohort group would be that all students attend class together and participate in one of two clinical sites.

The paperwork for these students was submitted on or before March 1, 2019.

RECOMMENDATION: Approve the Start College Now requests as presented.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Skills USA Overnight Travel Request
FROM: Joel Farren **BOARD MEETING:** April 15, 2019
DATE: April 10, 2019 **AGENDA ITEM:** VII.C.

High School Skills USA advisor Jon Stachowiak has submitted an overnight travel request for thirteen students and three advisors to travel to Madison, WI April 30 – May 1, 2019 to attend the State Skills USA Competition. The Trip Request/Funding form is attached requesting costs for this state competition be paid through Board accounts.

RECOMMENDATION: Approve the overnight travel request for 13 Skills USA students and three advisors to travel to Madison, WI, April 30 – May 1, 2019 to attend the State Skills USA Competition with costs funded through appropriate Board accounts.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form:

Jon Stachowiak

Explanation of Field Trip:

Taking 13 students to the State SkillsUSA competition in Madison at the Alliant Energy Center

Date Submitted to Building Principal: 3/15/2019

Date Submitted to Superintendent's Office:

Location of Field Trip (Be Specific):

Hotel is Maguson Grand Hotel, 3510 Millpond Road and the competition is at the Alliant Energy Center, 1919 Alliant

Number of Students on Field Trip: 13

Date(s) of Field Trip:

Number of Advisors on Field Trip: 3

4/30/2019-5/1/2019

BREAKDOWN OF FIELD TRIP COSTS FOR STUDENT AND FOR ADVISOR

	FOR STUDENTS		FOR ADVISORS	
	Board Funding Portion	Club Funding Portion	Board Funding Portion	Club Funding Portion
Registration	\$ 780.00	\$ -	\$ 180.00	\$ -
Transportation	\$ -	\$ -	\$ -	\$ -
Lodging	\$ 1,625.00	\$ -	\$ 375.00	\$ -
Meals	\$ -	\$ -	\$ -	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ 2,405.00	\$ -	\$ 555.00	\$ -
Total Students or Advisors from Above	13	13	3	3
Cost Per Student or Advisor	\$ 185.00	\$ -	\$ 185.00	\$ -
Grand Total Cost	\$ 2,960.00			

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: DI Overnight Travel Request

FROM: Brenda O'Brien

BOARD MEETING: March 23, 2015

DATE: March 16, 2015

AGENDA ITEM: VII.D.

We had another successful Regional Tournament held at Kennedy Middle School on Saturday, March 14, 2015. The Germantown School District had 31 teams competing at this Regional Tournament. Sixteen teams will be advancing to the Affiliate Tournament in Stevens Point on April 18, 2015. The overnight travel request for this tournament is attached as well as the results for those teams advancing.

RECOMMENDATION: Approve the overnight travel request for those Destination Imagination teams advancing to the Affiliate tournament.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form:	Brenda O'Brien	Explanation of Field Trip:
		Affiliate Tournament for Destination Imagination (DI)
Date Submitted to Building Principal:		
Date Submitted to Superintendent's Office:	3/18/2019	Location of Field Trip (Be Specific):
		campus of UW - Green Bay
Number of Students on Field Trip:	72	Date(s) of Field Trip:
Number of Advisors on Field Trip:	16	13-Apr-19

BREAKDOWN OF FIELD TRIP COSTS FOR STUDENT AND FOR ADVISOR

	FOR STUDENTS		FOR ADVISORS	
	Board Funding Portion	Club Funding Portion	Board Funding Portion	Club Funding Portion
Registration	\$ 1,100.00	\$ -	\$ -	\$ -
Transportation	\$ -	\$ -	\$ 1,936.00	\$ -
Lodging	\$ -	\$ -	\$ 2,400.00	\$ -
Meals	\$ -	\$ -	\$ -	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ 1,100.00	\$ -	\$ 4,336.00	\$ -
Total Students or Advisors from Above	72	72	16	16
Cost Per Student or Advisor	\$ 15.28	\$ -	\$ 271.00	\$ -
Grand Total Cost	\$ 5,436.00			

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Facility Use Fee Waiver Requests
FROM: Ric Ericksen **BOARD MEETING:** April 15, 2019
DATE: April 11, 2019 **AGENDA ITEM:** VII.E.

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

Kiwanis Club of Germantown
Girl Scouts SouthEast Wisconsin

The two groups listed above have used the facilities in the past without fees charged.

Milwaukee Kickers Soccer Club – This group has used the facilities in the past without charges using Germantown Soccer Club as Club name

Life Church – This group has used Germantown High School in the past with charges assessed.

RECOMMENDATION: At the Will of the Board of Education.

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: 3/3/19

I. Contact Information:

Name, Mailing Address, & Email Address of Organization/Individual:
Kiwanis Club, P.O. Box 531, Germantown, WI 53022, lynnggich@gmail.com

Name, Mailing Address, & Email Address of Main Contact; if different from above:
Lynn Grgich, 4th of July Festivities Coordinator, lynnggich@gmail.com

Primary Cell/Phone Number: 262-347-8901

Secondary Cell/Phone Number: 262-255-1812

II. Facility Request Information:

Date(s) Requested: July 3-5, 2019

Facility Requested: KMS Athletic Field

Time of Day Facility is needed (from when to when): 12am-11:59pm

General Questions:

- | | | |
|---|---|--|
| 1. Does this event directly benefit regular school programming? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 2. Is this a fundraising civic or non-commercial event? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you recognized by the IRS as a Non-Profit? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

4. What percentage of your organization's membership are GSD residents? 99%

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

The Kiwanis Club organizes the 4th of July Festivities for the community of Germantown. The club doesn't intend to make money on this event, but they do solicit sponsorships to cover expenses with the largest being \$7,500 for half of the fireworks cost. In 2018, the club did lose money on this event, however they are determined to continue to organize this event for the community hoping for more support. Any help in reducing expenses is appreciated!

Fee Waiver Approved	Fee Waiver Denied	Special Conditions if Approved or Reason for Denial -- See attached*
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Date Received: 3.4.19 Confirmed by: _____

Date: _____

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

USE OF FACILITIES FEE STRUCTURE

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

2 FACILITY/ROOM NEEDS

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$	Per Hr.	X	0	hours	\$	
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
Classroom	\$	Per Hr.	X	0	hours	\$	
Kitchen (**Cook required)	\$	Per Hr.	X	0	hours	\$	-

Softball Fields – 2 Fields @ KMS	\$27.50	Per Hr.	X	72	hours	\$	1980.00
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3

Practice/Soccer Field @ KMS	\$ 6.25	Per Hr.	X	72	hours	\$	450.00
	\$	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

72 Total Hours July 3-July 5
 Use of Both Softball Fields & Practice
 Field at Kennedy Middle School
 Group #3

\$ -

Total Charges \$2430.00

Group Name

Kiwanis

Person In Charge

Lynn Grgich

Building Principal

Susan Climer

NOTES:

3.4.19 bjm

Kiwanis Club Status
January 2014

Hi Pete & Lynn:

I hope both of you are warm.

Our Kiwanis club is a 501 (c)(4) non stock, non profit corporation.

We do file an annual tax return with the IRS and are current in our filing requirements.

We are also current with our filing requirement with the Wisconsin Department of Financial Institutions. This government agency requires an annual filing of all registered Wisconsin businesses.

I do have in our file copies of all original documents from above.

Hope this helps...let me know if you have other questions.

George

George H. Herro CPA, SC

PO Box 430

W156 N11347 Pilgrim Rd.

Germantown, WI 53022

262-255-2161

262-255-9930 (fax)

www.herrocpa.com

Trust and Loyalty are earned. Thank you for giving me the opportunity for earning yours.

IRS CIRCULAR 230 DISCLOSURE: Pursuant to recently enacted US Treasury Department Regulations, we are now required to advise you that, unless otherwise expressly indicated, any federal tax advice contained in this communication, including attachments and enclosures, is not intended or written to be used, for the purpose of (1) avoiding tax related penalties under the Internal Revenue Code or (2) promoting, marketing or recommending to another party any tax related matters addressed herein.

Any advice or conclusions represent our best judgment as of the date in this communication and are based upon information you provide us. Our conclusions may be different if any of the information is incomplete or inaccurate. We will no update our advice for subsequent changes to the tax laws, regulations or case law unless specifically requested to do so by you, in writing and presentation of all facts and circumstances that are currently relevant.

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: 5/22/19

I. Contact Information:

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

Girl Scouts WI South East District 1315 64th St. H. Waukegan WI 53214 mtans@gswise.org

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

Daniella Shice W156 N9953 Pilgrim Rd Germantown WI 53022 danielle_ohm@yahoo

Primary Cell/Phone Number: 414-3151677 Secondary Cell/Phone Number: n/a

II. Facility Request information:

Date(s) Requested: All 2018-2019 School Yr Facility Requested: McArthur Army Bldg, County Line Lockfield, KMS, GHS

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

General Questions:

1. Does this event directly benefit regular school programming? ☐ Yes ☒ No
2. Is this a fundraising civic or non-commercial event? ☐ Yes ☒ No
3. Are you recognized by the IRS as a Non-Profit? ☒ Yes ☐ No
4. What percentage of your organization's membership are GSD residents? 99.9%

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

We are requesting a fee waiver for regular troop meetings + events for all Germantown School Troops Girl Scout troops function monetarily on money raised by girls through cookie + nut sales. All troop meetings + events are for the girls to experience Scouting. The use of school rooms for free helps us use funds to help the girls experience activities + learning opportunities they may not otherwise have.

FOR OFFICE USE ONLY

Fee Waiver Approved	Fee Waiver Denied	Special Conditions if Approved or Reason for Denial - See attached*
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Date Received: 3.31.19 Confirmed by: _____ Date: _____

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

USE OF FACILITIES FEE STRUCTURE

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

2 FACILITY/ROOM NEEDS

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$	Per Hr.	X	0	hours	\$	-
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	-
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
Classroom	\$6.25	Per Hr.	X	99	hours	\$	618.75
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

33 Total Hours Per Mth

AB – 7 hrs. per mth – 6 Troops

CL – 10 hrs. per mth – 6 Troops

MAC – 8 hrs. per mth – 6 Troops

ROCK – 8 hrs. per mth – 5 Troops

Costs 25% of Charges

Group #3

\$ -

Request for Waiver for April-June 2019

Usage has been estimated as best guess
for usage by Girl Scouts – Would not
exceed 99 hrs.

Total Charges \$ 618.75

Group Name

Girl Scouts of SouthEast WI

Person In Charge

Danielle Shira

Building Principal

Kohel, Eisenbach, Williams,
Croatt



August 2018

Financial Institution Authorization Letter for all GSWISE Troops, Service Units and Camps for the following authorized financial institutions:

Associated Bank	Citizens Bank	Community State
Educators Credit Union	Ixonia Bank	Johnson Bank
Landmark Credit Union	North Shore Bank	PNC Bank
Tri City National Bank	Waukesha State Bank	

Thank you for supporting Girl Scouting within your community by offering free or low-cost checking to local Girl Scout troops.

Under the by-laws and board policies of Girl Scouts of Wisconsin Southeast, Inc. and the laws of the State of Wisconsin, the Chief Financial Officer is fully authorized and empowered to execute account agreements and transfer funds on behalf of the council and its operational units: i.e. Girl Scout troops, service units, and other groups operating under the EIN 39-0892833.

Please use this letter to maintain a master authorization with your financial institution stating that the CFO is on file for access to all Girl Scout accounts with EIN 39-0892833.

Account Title: Girl Scouts of Wisconsin Southeast, Troop* # _____ (*can also be a service unit or camp)

Mailing Address: Must be one of the volunteer troop co-leader's address.

Volunteer Co-Leader Signers:

- 1)
- 2)
- 3)

Co-leaders can add, delete, or change signers as the needs of the troop require. Checks should be issued without any street address.

A copy of the signature card should be forwarded to the following address after being executed by the troop co-leaders:

Girl Scouts of Wisconsin Southeast, Inc.
Attn: Finance Dept.—Troop Account Liaison
131 S. 69th Street
Milwaukee, WI 53214

Our troop account liaison has permission to inquire about GSWISE Account; such as requesting statements of activity, account balance, transaction details, and identifying and closing dormant accounts.

If you have any questions regarding this information, please contact me or Customer Care at customercare@gswise.org or 800-565-4475.

Sincerely,

Michelle Goetsch
Girl Scouts of Wisconsin Southeast, Inc.
Chief Financial Officer
Telephone: 414-443-3976; Email: mgoetsch@gswise.org

*All banks require minimum deposits. *Some fees for certain services may apply.

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

Girl Scouts of Wisconsin Southeast

131 S. 69th Street
Milwaukee, WI 53214-1663
800-565-4475
customercare@gswise.org
gswise.org

Layton Boulevard

West Center
1425 S. 26th Street
Milwaukee, WI 53215

Marion Chester Read

Service Center
131 S. 69th Street
Milwaukee, WI 53214-1663

New Berlin Service Center

21430 W. Greenfield Avenue
New Berlin, WI 53146

Racine Center

5801 Washington Avenue
Suite 200
Mount Pleasant, WI 53406

Woodhaven Service Center

2303 37th Street
Kenosha, WI 53140

YWCA Southeast Wisconsin Center

1915 N. Dr. Martin Luther King Drive
Milwaukee, WI 53212



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: April 8, 2019

I. Contact Information:

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

Milwaukee Kickers Soccer Club, 7101 W Good Hope, Milw WI 53223

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

Paul Hammond N113 W20982 Schiller Dr Germantown, WI

Primary Cell/Phone Number: 414 531 1962 (Hammond) Secondary Cell/Phone Number: 414 243 5593 (Tylicki)

II. Facility Request information:

Date(s) Requested: Select April dates per facility use request Facility Requested: per facility use request

Time of Day Facility is needed (from when to when): Weekdays 6:00 and later - Weekends any time

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? 85%+

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

We respectfully request a waiver of fees for the use of indoor district space. We are a not-for-profit club serving Germantown. Our model considers multiple sport kids and strives to include all children wishing to play soccer regardless of skill level or financial circumstances. We compete with many other clubs. We are at the lowest cost level compared to all our competing clubs yet we deliver strong coaching and skill development. We're under continuous pressure to absorb increasing costs from multiple points: Milwaukee Kickers, uniforms, coaching fees, league fees, tournament fees. Additional incremental costs are more and more difficult to pass along. The vast majority of the families in the club reside in the Germantown school district and therefore are already paying for the facilities via increased property

FOR OFFICE USE ONLY

Fee Waiver Approved

Fee Waiver Denied

Special Conditions if Approved or Reason for Denial – See attached*

Date Received: 4.9.19 Confirmed by: _____ 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

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$ 3.75	Per Hr.	X	83	hours	\$	311.25
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
Classroom	\$	Per Hr.	X	0	hours	\$	
GHS Soccer Stadium	\$	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

83 Total Hours of Gym Use
Days: AB-6, CL-14, MAC-8 + 1-3 hr.
date, ROCK-8, KMS-6
25% of \$15.00
Group #3

\$ -

Total Charges \$ 311.25

Group Name

Milwaukee Kickers Soccer
Club

Person In Charge

Paul Hammond

Building Principal

AB, CL, MAC, ROCK,
KMS

4.11.19 - bjm



WISCONSIN DEPARTMENT OF REVENUE
2135 RIMROCK RD
PO BOX 8949
MADISON, WI 53708-8949

State of Wisconsin • DEPARTMENT OF REVENUE

2135 RIMROCK RD • PO BOX 8949 MADISON, WI 53708-8949
PHONE: 608-266-2776 • FAX: 608-267-1030 • TTY: 608-267-1049
EMAIL: sales10@dor.state.wi.us WEBSITE: www.revenue.wi.gov

December 30, 2010

Letter ID: L0913038528

Batch Index: 1416669395-231

MILWAUKEE KICKERS SOCCER CLUB FOUNDATION INC
7101 W GOOD HOPE RD
MILWAUKEE WI 53223-4612

This is your Wisconsin Sales and Use Tax Certificate of Exempt Status (CES). Purchases made by your organization or entity are taxable unless you provide a properly completed Wisconsin Sales and Use Tax Exemption Certificate (Form S-211), listing the CES number shown below, to your supplier(s).

If your organization makes sales, they may be subject to sales tax collection and you may be required to obtain a Seller's Permit. Information regarding registration requirements can be found in our Publication 206, Sales Tax Exemption for Nonprofit Organizations.

Forms and Publications can be obtained through our web site at www.revenue.wi.gov or through our forms ordering line at (608) 266-1961. Many questions can be answered by reviewing the FAQ pages on our web site. You may also contact us by telephone at (608) 266-2776 or by email at sales10@revenue.wi.gov.

WISCONSIN SALES AND USE TAX CERTIFICATE OF EXEMPT STATUS (CES)

(Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

CES NUMBER
011834
DATE ISSUED
3/20/1973

IMPORTANT:

MILWAUKEE KICKERS SOCCER CLUB FOUNDATION INC
7101 W GOOD HOPE RD
MILWAUKEE WI 53223-4612

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above.

Sales by your organization may be subject to tax. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue by telephone at (608) 266-2776, FAX (608) 267-1030, E-mail sales10@revenue.wi.gov or at our Web site www.revenue.wi.gov

Address any reply to: Federal Building and U. S. Court House, 316 North Robert Street, St. Paul, Minnesota 55101

Department of the Treasury

ID # 23-715250.1



District Director Internal Revenue Service

Date:

In reply refer to:

February 6, 1973

StP:EC:73-87 GC4:2g

Milwaukee Kickers Soccer Club Foundation,
Inc.
1837 North 63rd Street
Milwaukee, Wisconsin 53213

Accounting Period Ending:
Purpose:

January 31
Charitable - Educational

Gentlemen:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your exempt status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service. Please keep this determination letter in your permanent records.

Sincerely yours,

R. C. Voskuil

R. C. Voskuil

District Director

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: 4/1/2019

I. Contact Information:

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

Life Church 11164 N11325 Squire Dr. Ste A. - Germantown WI 53022

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

Lisa Barney N105W16775 Old Farm Rd. Germantown 53022 - lisabarney97@gmail.com

Primary Cell/Phone Number: 414-350-5274 Secondary Cell/Phone Number: _____

II. Facility Request information:

Date(s) Requested: 5/19/19 Facility Requested: GHS - Track

Time of Day Facility is needed (from when to when): 2pm - 5:30pm

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? 50%

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

We are fundraising money for Convoy of Hope. We will not profit anything from this 5K. We are hoping to raise as much money as we can for Convoy of Hope

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

Date Received: 4.3.19 Confirmed by: _____ Date: _____

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

USE OF FACILITIES FEE STRUCTURE

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

2 FACILITY/ROOM NEEDS

Main High School Gym	\$	Per Hr.	X	0	hours	\$	-
Regular/Auxillary Gym	\$	Per Hr.	X	0	hours	\$	-
IMC/Cafeteria	\$	Per Hr.	X	0	hours	\$	-
Labs (*Computer Aide Required)	\$	Per Hr.	X	0	hours	\$	-
GHS Stadium / Track	\$21.25	Per Hr.	X	3.5	hours	\$	74.38
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

3.5 Total Hours of Track Use
 25% of \$85.00/hr. Charge
 Group #3
 5.19.19

\$ -

Total Charges \$74.38

Group Name

Life Church

Person In Charge

Lisa Barney

Building Principal

Joel Farren

NOTES:

4.11.19 bjm



WISCONSIN DEPARTMENT OF REVENUE
2135 RIMROCK RD
PO BOX 8949
MADISON, WI 53708-8949

State of Wisconsin • DEPARTMENT OF REVENUE

2135 RIMROCK RD PO BOX 8949 MADISON, WI 53708-8949
PHONE: 608-266-2776 FAX: 608-267-1030 TTY: 608-267-1049
EMAIL: sales10@dot.state.wi.us WEBSITE: www.revenue.wi.gov

June 12, 2012

Letter ID: L1956946464

Batch Index: 1776808448-65

LIFE CHURCH OF GERMANTOWN
W164N11325 SQUIRE DR STE A
GERMANTOWN WI 53022-6027

This is your Wisconsin Sales and Use Tax Certificate of Exempt Status (CES). Purchases made by your organization or entity are taxable unless you provide a properly completed Wisconsin Sales and Use Tax Exemption Certificate (Form S-211), listing the CES number shown below, to your supplier(s).

If your organization makes sales, they may be subject to sales tax collection and you may be required to obtain a Seller's Permit. Information regarding registration requirements can be found in our Publication 206, Sales Tax Exemption for Nonprofit Organizations.

Forms and Publications can be obtained through our web site at www.revenue.wi.gov or through our forms ordering line at (608) 266-1961. Many questions can be answered by reviewing the FAQ pages on our web site. You may also contact us by telephone at (608) 266-2776 or by email at sales10@revenue.wi.gov.



WISCONSIN SALES AND USE TAX CERTIFICATE OF EXEMPT STATUS (CES) (Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

LIFE CHURCH OF GERMANTOWN
W164N11325 SQUIRE DR STE A
GERMANTOWN WI 53022-6027

CES NUMBER	061306
DATE ISSUED	6/7/2012

IMPORTANT:

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above. Sales by your organization may be subject to tax. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue by telephone at (608) 266-2776, FAX (608) 267-1030, E-mail sales10@revenue.wi.gov, or at our Web site www.revenue.wi.gov