

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

**December 17, 2018
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. November 26, 2018 Board of Education
 - B. November 26, 2018 Closed Session
 - C. November 28, 2018 Board of Education/Building Tours
- V. Reports and Information Items
 - A. Student Representative Report
 - B. Active Shooter Training Update
 - C. District Initiative Principals Report
 - D. Donges Bay Road Property Development Update
- VI. Policy Committee
 - A. Discussion and action to approve Facility Use policy.
 - B. Discussion and action to approve 2018-2019 facility use fee schedule.
 - C. Update on remaining items discussed at December 5, 2018 Policy Committee meeting.
- VII. Building Committee
 - A. Discussion and action to approve Village of Germantown Intergovernmental Agreement.
 - B. Discussion and action to approve the WeEnergies easement at Amy Belle site.
 - C. Update on remaining items discussed at December 17, 2018 Building Committee meeting.
- VIII. Finance Committee
 - A. Discussion and action to approve purchases over \$15,000.
 - B. Update on remaining items discussed at the December 17, 2018 Finance Committee meeting.
- IX. New Business
 - A. Discussion and action to approve renewal of MAP licenses.
 - B. Discussion and action to approve Associated Benefits Consulting agreement renewal.
 - C. Discussion and action to approve donations.
- X. Closed Session: The Board will entertain a motion to convene in closed session pursuant to Section 19.85(1)(c) and Section 19.85(1)(f) to discuss employee related matters. 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
November 26, 2018**

1. The meeting of the Board of Education was called to order by Board Vice President Sarah Larson in the County Line Elementary School cafetorium at 7:00 p.m. Superintendent Jeff Holmes read the official meeting notification. Roll call: Medved – yes, Loth – yes, Borden – yes, Barney – yes, Spies – yes, Larson - yes. Board President Soderberg - absent (excused).
2. Motion by Barney, second by Borden to approve the agenda. Motion carried.
3. County Line Principle Andy Eisenbach welcomed the Board to County Line and on behalf of the parents, students, and staff, thanked the Board for making all of the building improvements possible.
4. Motion by Spies, second by Borden to approve the November 12, 2018 Board of Education meeting minutes. Motion carried.
5. Superintendent Jeff Holmes reviewed the parent survey results and the State Standardized Assessment results with the Board.
6. Recommendation from Finance Committee to approve the purchase of portable radios, software, and radio infrastructure from Baycom for \$56,396.83 and fund through the appropriate accounts in the General Fund from the Department of Justice grant. Motion carried.
7. Finance Committee Chair Michael Loth updated the Board on remaining items discussed in committee including repair or replacement of an electronic message board at the high school, the American Deposit Management monthly report, a state referendum report, and 2019-2020 budget information that will be brought to the December meeting.
8. Motion by Spies, second by Barney to approve the Cooperative Academic Partnership Program (CAPP) Spanish V course implemented in the 2020-2021 school year. Motion carried.
9. Motion by Spies, second by Borden to approve the Letter of Employment for Heather Pulkowski as Performing Arts Center Coordinator with a yearly salary of \$52,250 prorated for the 2018-2019 school year, and related benefits. Motion carried.
10. Motion by Spies, second by Medved to approve the Early Childhood teaching staff increase of .25 FTE and Speech Pathologist increase of .20 FTE. Motion carried.
11. Action to approve the Sunbelt Staffing contract for nursing services was tabled until Wednesday, November 28, 2018 to allow Board members to review the contract.
12. Motion by Barney, second by Spies to approve the 1.0 FTE limited-term contract for David Church at \$29,960. Motion carried.
13. Motion by Spies, second by Barney to enter into closed session pursuant to s. 19.85(1)(c), (f), and/or (g), as appropriate to discuss organizational issues concerning school district athletics and activities, as they relate to personnel matters, individual persons' conduct, and possible, related legal issues. Motion carried.
14. The Board entered into closed session at 8:10 p.m. and did not return to open session, adjourning at 9:02 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

**GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
November 28, 2018**

1. The meeting of the Board of Education was called to order in the high school Performing Arts Center atrium at 4:01 p.m. Roll call: Medved – yes, Loth – yes, Borden – yes, Barney – yes, Larson - yes. Board President Soderberg and Lester Spies - absent (excused).
2. Motion by Barney, second by Borden to approve the Client Services Agreement with Sunbelt Staffing for the remainder of the 2018-2019 school year at a nursing services rate of \$56.76 per hour for services needed.
3. Board members moved on to tour construction at district facilities and adjourned at 6:00 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Active Shooter Training Exercise
FROM: Captain Mike Snow **BOARD MEETING:** December 17, 2018
DATE: December 14, 2018 **AGENDA ITEM:** V.B.

Captain Mike Snow of the Village of Germantown Police Department will provide the Board with information regarding an upcoming Active Shooter Training to be held in late spring of the 2018-19 school year. Details at this juncture: 1) Held in one of the the District's elementary schools - TBD; 2) will include area law enforcement, other emergency services, and school personnel and; 3) will focus on two areas - active shooter response and reunification process.

RECOMMENDATION: Information only

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** District Initiative Principals Report
FROM: Brenda O'Brien **BOARD MEETING:** December 17, 2018
DATE: December 14, 2018 **AGENDA ITEM:** V.C.

The Principals from each of the District's respective school buildings will be in attendance to provide the Board with reports regarding work done and plans for the work moving the organization forward in regard to our mission and vision; please see attached document for more context in that regard.

RECOMMENDATION: Information only.

Background Info for the BOE principals' presentations

Two years ago we were talking about the idea of **"Powerful Learning"** as the driving force behind the District Initiative. We didn't push that idea so much last year as we got feedback suggesting that we needed to break the components of the District Initiative down into smaller parts in order to better understand all that the initiative meant. It's time to reintroduce the idea of Powerful Learning as the answer to the guiding question, **"What will benefit our students the most in their future?"**

Powerful Learning is the larger, whole concept describing the kind of learning we want our students to experience. Becoming Powerful Learners is the cornerstone in their **"foundation for SUCCESS."** The parts that create Powerful Learning come from our **Content Expertise** goal work where we up-level our curriculum to teach students how to read, write, learn, think, problem-solve, collaborate, and communicate like experts who use the content we teach in the adult world. Our **Universal Instruction** improvement efforts also are key to creating Powerful Learning for our students. Students need to be engaged, challenged, and successful in their learning before it can be experienced as powerful. The **Essential Success Factors** elevate our learning expectations to include the development of the whole child.

Here is a definition of **Powerful Learning** with which we are working.

Powerful learning engages students in learning the school curriculum in a manner that ignites their curiosity, creativity, wonder, and passions. It uses the learning of content to provide developmental experiences that combine 'action' and 'reflection' for the purpose of developing in students success oriented mindsets, self-regulation behaviors, culturally defined enduring values, the capacity to learn, and the ability to work effectively with others so that they can make active choices about their life's path, adapt to the demands of different life-contexts, and have a sense of purpose and place in the world.

When students are engaged in Powerful Learning experiences, they are learning more than academic content. They are developing themselves into powerful learners for their future. We want to help young people gain an awareness of themselves and of the wide range of options before them, some competencies to pursue those options, the desire to engage in lifelong learning, the ability to work effectively with others, the ability to make good choices for their lives, and be engaged citizens in the world. Powerful Learning is the mechanism to **"Empower and Inspire Every Student to Success!"**

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Donges Bay Road Property
Development Update

FROM: Ric Ericksen **BOARD MEETING:** December 17, 2018

DATE: December 12, 2018 **AGENDA ITEM:** V.D.

Recommendation to the Board of Education:

No action required.

Background:

I represented the Board of Education (owner) at the Village of Germantown Plan Commission meeting December 10, 2018.

The buyer Veridian Homes Mr. Matt Cudney and his associate were also in attendance.

Trustee Baum reported to the commission that he met with neighbors to address any concerns. Trustee Baum positively supported the district's interests to the neighbors and the Commission.

The Commission unanimously approved the recommendations for Map amendment & rezoning as set forth by the Village Planner as presented in the attached document (see last page).

The Village Board of Trustees will be voting on the Commission's recommendation at a later date.

I will explain a couple of maps (not attached due to file size) Monday evening.

Attachment(s):

Background extract of document presented by the Village Planner to the Commission.

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	PLAN COMMISSION
DATE AND TIME:	MONDAY, DECEMBER 10, 2018 5:30 p.m.
LOCATION:	Germantown Village Hall Board Room

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL**
- III. **PUBLIC INPUT/PUBLIC APPEARANCE:** Please be advised per §19.84(2) that information will be received from the public, however, no action will be taken at this time.
- IV. **APPROVAL OF MINUTES:** November 12, 2018
- V. **NEW BUSINESS**
 - A. Glen D. & Deborah L. Wilson – W218 N9780 Happy Hollow Lane. 2-Lot Certified Survey Map(CSM) to Create a Residential Lot.
 - B. Gary R. & Marcia K. Kons – W148 N13491 Pleasant View Drive. 2-Lot Certified Survey Map (CSM) to Create a Residential Lot and a Rezoning Application from A-2: Agricultural to Rs-1: Single-Family Residential.
 - C. Veridian Homes LLC, Agent for Germantown School District, Property Owner, N104 W14942 Donges Bay Road (south of Kinderberg Park). 2020 Land Use Plan Map Amendment to Re-Classify 14.7 acres from "Park/Recreation Area" to "Low Density Residential" and a Rezoning Application from A-2: Agricultural to Rs-6: Single-Family Residential for a 30-Lot Residential Subdivision.
 - D. 5G Investments, LLC, Property Owner – N112 W15297 Mequon Road. Amendment to the Copperwood East-LaChimenea Planned Development District (PDD) to Allow General Office Use of the 5,500 sqft Building (formerly La Chimenea Restaurant).
 - E. Historic Preservation Commission, Agent for Our Saviour's United Church of Christ, Property Owner – W172 N12533 Division Road. Application for Historic Designation.
 - F. Review Consultant Qualification Statements & Consultant Interviews for 2050 Comprehensive Plan Update.
 - G. Consultant Consideration & Recommendation. The Plan Commission may convene into closed session per Wis. Stats. §19.85 (1) (e) for the purpose of deliberating or negotiating the investing of public funds where competitive or bargaining reasons require a closed session and may convene into open session to take such action as it deems appropriate.
- VI. **ANNOUNCEMENTS:**
- VII. **ADJOURNMENT:**

The next Plan Commission Meeting will be on January 14, 2019 at 6:30 p.m.

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting. Notice is given that a majority of the Village Board may attend this meeting to gather information about an item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

**2020 LAND USE PLAN MAP AMENDMENT &
REZONING APPLICATIONS**
12/10/18 Plan Commission Meeting

Veridian Homes LLC

Village Planner Report

Germantown, Wisconsin

Summary

Matt Cudney, Veridian Homes LLC, agent for the Germantown School District, property owners, are requesting approval of a 2020 Land Use Plan map amendment, rezoning application and concept plan for a 14.7-acre residential subdivision with 30 single-family lots on Preserve Parkway north of Donges Bay Road.

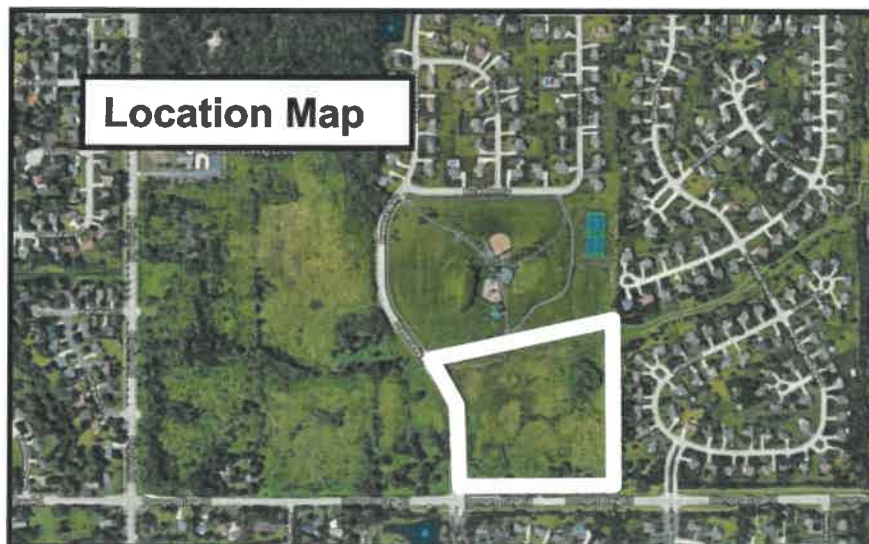
Location: Preserve Parkway @ Donges Bay Road

Applicant/

Property Owners:	Matt Cudney	Rick Ericksen
	Veridian Homes LLC	Germantown School District
	N60 W21555 Legacy Tr	N104 W13840 Donges Bay Rd
	Menomonee Falls, WI	Germantown, WI

Existing LUP Classification:	Park/Recreation
Proposed LUP Classification:	Low-Density Residential
Existing Zoning:	A-2: Agricultural
Proposed Zoning:	Rs-6: Residential Single-Family

Adjacent Land Uses		Zoning
North	Institutional (Kinderberg Park)	I
South	Residential	Rs-5
East	Residential	Rs-4
West	Agricultural	A-2



Proposal/Background

The approximately 15-acre site was originally acquired by the Village of Germantown in 1993 as part of an overall 50+ acre land purchase of what was known then as the “Keller Park” property. The land was acquired for purposes of developing a Village park (Kinderberg Park) and a possible elementary school. In 1995, the Village and Germantown School District completed an arrangement that resulted in the School District acquiring the 15 acre site south of the park and the Village acquiring 20 acres of land (Spassland Park) previously owned by the School District and leased back to the Village.

In 2008, the School District presented preliminary site and building plans for a 2-story, 88,100 sqft elementary school for the site to the Plan Commission for discussion. The new elementary school was subject of a proposed (and eventually failed) \$22.5M school district referendum in April, 2008. No further plans for development of the site were presented to the Village.

At this time, Veridian Homes LLC, agent for the Germantown School District, is requesting approval of a 2020 Land Use Plan map amendment, rezoning application and concept plan for a 14.7-acre residential subdivision with 30 single-family lots on Preserve Parkway north of Donges Bay Road. The proposed 2020 Land Use Plan map amendment is to change the property from (Park/Recreation Area” to “Low Density Residential” and the zoning from A-2: Agricultural to Rs-6: Residential Single-Family; generally consistent with the existing surrounding residential development to the north, south and east.

As summarized in Table 1 and presented in the concept plan (dated October 29, 2018), development is proposed with the following characteristics:

TABLE 1.
Veridian Homes

Gross Area (Ac)	14.7
Wetland Area (Ac)	0.103
Right-of-Way (Ac)	2.28
Net Density Area (Ac)	12.317
# Single-Family Lots/DU's	30
Gross Density (DU/acre)	2.04
Net Density (DU/net acre)	2.44
Open Space (Ac)	2.4
Avg Lot Size	.32 ac (14,106 sqft)
Lot Size Range	.29 to .54 ac (12,502 to 23,403 sqft)

As shown in the attached aerial photo of the site, there are five (5) separate wetlands that have been identified on the property totaling .394 acres (17,162 sqft).

Veridian Homes and the School District have submitted applications to the WisDNR and Army Corp of Engineers (ACOE) seeking approval to fill 4 of the 5 wetland areas. As of this date, the ACOE has determined they do NOT have jurisdiction over the proposed fill areas, leaving the final decision to approve the wetland fill applications with the WisDNR. To that end, the WisDNR has determined that Wetland #2 is an “artificial wetland” and, therefore, exempt from WisDNR and Village regulation (and able to be filled without any permits or approval). The WisDNR has also granted approval to fill approximately .13 acres (Wetlands #4 and #5) under the WisDNR’s statewide general fill permit. Wetland #3 in the southeast corner of the site is being reviewed by the WisDNR for possible exemption as an artificial wetland with a decision expected in the next week or so. The concept plan presented assumes all exemption & fill applications will be approved; leaving Wetland #1 as the only wetland to be preserved on the site.

Staff Comments

The entire property lies within the Village’s Sanitary Sewer Area (SSA) and in an area designated on the 2020 Land Use Plan as “Park/Recreation”. The existing residential development surrounding the subject site are designated as “Low Density Residential” and intended for development at a gross density of two (2) dwelling units per acre with an average lot size of 20,000 sqft. The proposed Rs-6 rezoning and concept plan for a 30-lot subdivision has a proposed density of 2.0 DU/acre (2.4 DU/acre net density) with avg lot sizes of 14,106 sqft. While slightly higher than the surrounding areas, the proposed density is generally consistent with the 2020 Land Use Plan map and surrounding residential areas having Rs-4, Rs-5 and Rs-6 zoning and comparable lot sizes.

As discussed above, there are wetlands across the site: .394 acres in five separate areas. However, with the wetland fill permit and exemption already granted by the WisDNR, the lot and road layout is not affected. Also, the required “net area” density calculation (gross area less wetlands and new right-of-way) does not increase the proposed development density of 2.0 DU/acres (gross) or 2.4 DU/acres (net) above the maximum density allowed in the Rs-6 District (not to exceed 3.5 DU’s per acre).

As mentioned above, the Developer is waiting for a decision from the WisDNR on the last request for an artificial wetland exemption. Although the final lot and road layout will be affected if the WisDNR determination is that Wetland #3 is NOT an artificial exempt wetland (Lots 15 and 16 would have to change), the Developer’s plan amendment and rezoning applications are not dependent upon the outcome of the WisDNR decision. Therefore, the Village Plan Commission and Board can proceed with their consideration of and action on the plan amendment and rezoning application. The concept plan can be approved with the understanding that, depending on the outcome of the last wetland request, the lot and road layout may need to be modified and reflected in a revised concept plan or preliminary plat.

One concern staff has regarding the overall concept plan is the small amount of landscape buffering that is shown on Lots #1 and #24 abutting Preserve Parkway, and, the lack of and apparent inability to install landscaping along the Donges Bay Road frontage due to an existing gas line easement. A detailed landscaping plan that provides adequate buffering along Preserve Parkway and along the back (south) property lines for Lots #15-#19 should be provided to the Plan Commission for approval prior to or concurrent with the submittal of the preliminary plat.

VILLAGE PLANNER RECOMMENDATION:
2020 LUP Map Amendment

APPROVE the proposed 2020 Land Use Plan (LUP) map amendments to change the classification of approximately 14.7 acres owned by the Germantown School District from "Park/Recreation Area" to "Low Density Residential".

VILLAGE PLANNER RECOMMENDATION:
Rezoning Application

APPROVE the proposed rezoning of approximately 14.7 acres owned by the Germantown School District from the A-2: Agricultural to the Rs-6: Single-Family District and the proposed 30-lot concept plan dated October 29, 2018 subject to the following conditions:

1. If the Developer's request for an artificial wetland exemption for Wetland #3 in the southeast corner of the site is not granted by the WisDNR, the lot and road layout shall be revised to locate all delineated wetlands and the associated 25' wetland setback for Wetland #3 in an open space outlot and not within any platted lot.
2. The Developer shall submit a detailed landscaping plan that provides adequate buffering along Preserve Parkway (Lots 1#, #24 and outlot) and along the back (south) side of Lots #15-#19 to the Plan Commission for approval prior to or concurrent with the submittal of the preliminary plat.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Facility Use Policy

FROM: Jeff Holmes

BOARD MEETING: December 17, 2018

DATE: December 14, 2018

AGENDA ITEM: VI.A.

On December 5, 2018, the Policy Committee met to work on and develop revisions regarding the Board's Policy 7510.01 that better align with the new and updated facilities coming on-line at the beginning of the year; Policy Committee requested that language changes be made after their December 5 meeting and instructed the Superintendent to bring those forward to the Board for the December 17 meeting without a formal recommendation from Policy Committee, which means that a motion with a second is required to vote on revising the policy.

RECOMMENDATION: Approve Board Policy 7510.01 as presented by the Policy Committee.

Germantown School District

7510.01 - COMMUNITY USE OF SCHOOL FACILITIES – Proposed Revision

- A. 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). All requestors will be assigned a designated category by the District as listed below. If an organization or individual has not been assigned a category, the Director of Business and Auxiliary Services will assign a category at the time of application.
- B. Presentations, programs, plays, or theatrical productions may be prohibited if the proposed event contains depictions of or glorification of violence, drug use, sexual activity, or depicts or encourages other similar conduct inappropriate for a school facility. The District may require restricted attendance for any production that is rated for mature audiences only. This shall not be used to restrict any production or event on the basis of a particular viewpoint or message, rather, the Board believes that themes and depictions within any production should not detract from the educational and environmental interests of a school community. Determinations regarding content will be made in consultation among the Superintendent, District's Activities Director, and/or PAC Coordinator when applications for facility use are submitted; any disputes regarding determinations on content will be forwarded to the Board for final consideration.

PRIORITY USER GROUP CLASSIFICATIONS

Users categorized in Priorities 3 through 5 wanting to use the Germantown School District facilities Monday through Friday and non-school days may and/or will be assessed a facility use charge, possible equipment charges, and/or staff charges. Priorities and fees associated with the use of the Germantown School District facilities are based upon a group's classification as determined by the Board and waivers for fees may be sought by users in Priority Groups 3, 4, or 5.

- PRIORITY 1:** Germantown School District Curricular, Co-curricular, and Extra-curricular programs
- PRIORITY 2:** Germantown School District's Municipalities Park and Recreation Department programs, which are assessed usage fees at 75% of the District's fee schedule for Priority 4 users
- PRIORITY 3:** Germantown School District affiliated groups and community groups (must have 51% of membership being Germantown School District residents and/or Germantown School District Students), which are assessed usage fees at 25% of the District's fee schedule for

Priority 4 users. The group must provide a certificate of insurance with a minimum liability coverage of \$1,000,000. Examples include, but are not limited to:

- Parent Teacher Associations (PTA) or Parent/Teacher Organizations (PTO)
- Athletic/Co-curricular/Extra-curricular Booster Clubs
- Boy Scouts, Cub Scouts, Girl Scouts, Brownies, Daisies
- Youth Athletic Clubs
- GSD Municipalities Police and Fire
- GSD non-profit organizations (must include Section 501.c.3 proof of status)
- GSD community churches

PRIORITY 4: Non-Profit outside organizations (must include Section 501.c.3 proof of status) or organizations with less than 51% of membership being Germantown School District residents and/or Germantown School District Students. The group must provide a certificate of insurance with a minimum liability coverage of \$1,000,000. Examples include, but not limited to:

- Non-school related youth sports teams (student roster list is less than 51% GSD residents/students)
- American Cancer Society
- United Way
- US Army, Navy, Air Force, Marine groups

PRIORITY 5: All other individuals and groups. The group must provide a certificate of insurance with a minimum liability coverage of \$1,000,000. Facilities available for use include the school property, buildings and equipment, with the following exceptions:

1. With the exception of Priority 1 Groups, food service and food preparation area shall not be available for community use. Other Priority Groups may request food service and food preparation use; however, it must be staffed by school district personnel and the users shall be charged at the rate established by the District for each food service staff member needed. Fees waivers for food service staff are not granted.
2. Industrial arts or maintenance facilities, as well as school or District materials, shall not be made available for community use, including use by School District employees.
3. The A-Wing of Germantown High School shall not be available for community use.

4. No motorized equipment shall be available for use (i.e. lifts, lawn care equipment).
5. All arrangements for use of School District facilities shall be coordinated by the Director of Business and Auxiliary Services, the Superintendent, GSD Activities Director, and/or PAC Coordinator.
6. Any responsible resident of the District who is at least twenty-one (21) years old or any responsible organization which has named a responsible adult who is at least twenty-one (21) years old to be in charge of and present at the activity may be eligible to use school facilities.
7. Fees shall be charged for the use of school facilities in accordance with State law and established procedures. Such fees shall be determined by the Board. All eligible organizations shall be charged a fee in accordance with the fee schedule approved by the Board.
8. Any individual or group granted approval for use of school facilities under this policy and its implementing procedures shall be required to abide by all facility use requirements.

Procedures for Use of School Facilities

Facility Use Requests

1. Facility use requests shall be made by the person or organization in writing in a timely manner. No use may occur without a written confirmation of approval. The Director of Business and Auxiliary Operations and/or GSD Activities Director shall determine the most effective methodology for the format of Facility Use Requests.
2. All arrangements for the use of school facilities by GSD Municipalities Parks and Recreation Department(s) shall be coordinated by the Facility Services Department in conjunction with school offices and the GSD Municipalities Parks and Recreation Department(s) in accordance with any intergovernmental agreement established with the District.
3. Applicants must provide enough supervisors, chaperones or crowd control personnel to insure proper conduct of all patrons and participants. An adult must be present from the beginning time stated on an "Application and Agreement for Use of Facilities" form until all participants have left the premises. It is the group's responsibility to maintain control of the behavior of all participants and spectators involved in the activity, and to ensure that they remain in the area authorized by an approved "Application and Agreement for Use of Facilities" form.

Conditions for Use of Facilities

1. Under no condition shall any individual, group or business be allowed access to school facilities unless they have provided a responsible adult who is in charge, present at all times of use, and permission for use of the facility has been granted as outlined above.
2. Times of use of the school facilities shall be such that they do not interfere with the regular school program. All requests for use of facilities will be considered subject to the annual facility use schedules established by the Office of Business and Auxiliary Services, principals, the GSD Activities Director, and PAC Coordinator. School facilities shall not be available to any school or non-school groups on Sundays or holidays unless pre-approved by the Director of Business and Auxiliary Operations, GSD Activities Director, and/or PAC Coordinator. Groups or individuals using the school facilities are restricted to the activity hours listed on their "Application and Agreement for Use of Facilities" form. Allow ample time before and after your activity for set-up and clean-up. User fees will be based upon when the group members enter the building to when they depart. All activities will end by the times approved on the "Application and Agreement for Use of Facilities" form.
3. School district facilities used during non-operational school hours will be limited to one (1) building access point (i.e. set of doors). This building access point should be located as close to the building usage area as possible. The individuals using the facility shall provide a responsible adult to attend the building access point at all times and monitor access to the activity during the event.
4. Supervision of use of school facilities shall be the prime responsibility of the applicant. Lack of proper supervision shall result in the immediate loss of facilities privilege. A custodian, district employee, and/or Municipalities Park and Rec employee must always be present when a facility is in use. The custodian shall not serve as the supervisor of the activities. If a district employee is present, the district employee shall not serve as the supervisor of the activities unless so designated by prior arrangement. A school authority shall assist and acquaint the applicant in the proper use of the facilities, and shall exercise such necessary authority to protect and preserve school property from damage. A charge shall be made to the applicant for any damage done to any school property. The applicant may be required to reimburse the District for any cleaning required to maintain the original condition of the facility.
5. Any organization and its supervisors utilizing GSD facilities shall be liable for any damage done to school property or loss of school property and, assume all responsibilities for any personal injury to a patron and participants in their activities and/or events. A certificate of insurance is required prior to granting use of facilities, as well as a security deposit.
6. All groups are expected to leave the facilities in the same condition in which they were found. Any expenses incurred because of activities will be charged to the user.

7. The use and possession of alcoholic beverages, tobacco, and/or controlled substances shall be prohibited in school buildings and on school premises.

Use of Playgrounds

1. Children shall have responsible adult supervisors present whenever they are in organized groups utilizing the school grounds or any other facility; for emphasis, NO organized group shall be allowed to use school playground facilities without supervision.
2. While all students are expected to go home as soon as school is over, unless attending some school-sponsored activity, the informal use of the playgrounds after school hours, on holidays or weekends by the children of the community is not prohibited. It is understood that such informal use of the playgrounds is done at the risk of the user.
3. The agreement for the use of school facilities for public recreation programs shall be reviewed periodically by the District Administrator, Office of Business and Auxiliary Services, and the GSD Municipalities Park and Recreation Departments, and shall be in conformance with Board policy and these procedures.

Events Involving Firearms

No person may be in possession of a firearm on school grounds in violation of Wisconsin or Federal law. A firearm may be in a school or on school grounds only if it is (a) unloaded; and (b) in a locked container or case in which no part of the firearm is visible. Events that involve firearms (e.g. a raffle where a firearm is a prize) must be conducted in accordance with this policy, applicable state and federal law governing firearms in or on school grounds, and any other applicable state or federal laws.

Facility Use Fees

1. Facility use fees shall be established by the Board of Education. "Donations in kind" cannot be substituted for fees.
2. Fees which are collected for facility use shall be accounted as "revenue" in Community Services Fund 80 and shall only be used for facilities operations and improvements.
3. When the facilities are being used by the public and an admission or participation fee is charged, the organization shall be charged for such use at a rate established in the fee schedule.
4. The manner in which fees are collected shall be determined by the Director of Business and

Auxiliary Services.

Fee Structure/Designation/Waivers

Fee waivers may be granted based on the following table:

- Priority Group 1 - No fees for facility use
- Priority Group 2 - Germantown School District's Municipalities Park and Recreation Department programs, which are assessed usage fees at 75% of the District's fee schedule for Priority 4 users
- Priority Group 3 - Fees assessed based on Use of Facility Fee Structure, which are assessed usage fees at 25% of the District's fee schedule for Priority 4 users
- Priority Group 4 - Fees assessed based on Use of Facility Fee Structure
- Priority Group 5 - Fees assessed based on Use of Facility Fee Structure

Fee waivers for Priority Groups 3, 4, and 5 are obtained by completing the Application for Waivers of Rental Fees with the Director of Business and Auxiliary Services and must be approved by the Board. Applications should be accompanied by the applicant organization's IRS Letter of Determination stating their 501(c)(3) status or a non-501(c)(3) status organization's statement of purpose. The waiver of fees does not relieve the organization of insurance requirements or other requirements as stated in this policy. The completed application will be forwarded to the Office of the Director of Business and Auxiliary Services and forwarded to the Board for their consideration at the next available regular meeting.

The Office of Business and Auxiliary Services keeps the official copy of the fee schedule and is also accessible at the District's website on their webpage with a fillable PDF form available for download.

The fee schedule is annually reviewed and approved by the Board.

Updated 12/6/18

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Proposed Facility Use Fee Schedule
FROM: Jeff Holmes **BOARD MEETING:** December 17, 2018
DATE: December 14, 2018 **AGENDA ITEM:** VI.B.

On December 5, 2018, the Policy Committee met to work on and develop a formal facility use fee schedule that addresses the need for cost recovery in regard to use of the new and updated facilities coming on-line at the beginning of the year that are not a part of regular school operations - this fee schedule was developed in relation to area school districts with similar populations and facilities; Policy Committee requested that language changes be made after their December 5 meeting and instructed the Superintendent to bring those forward to the Board for the December 17 meeting without a formal recommendation from Policy Committee, which means that a motion with a second is required to vote on revising the policy.

RECOMMENDATION: Adopt the fee schedule as presented by the Policy Committee with an annual Board review of the fee schedule to take place in the month of June of each school year.

Germantown School District

2018-19 SCHOOL YEAR FACILITY USE FEE SCHEDULE (PER HOUR BASIS)

Draft

	<u>GROUP</u>	<u>GROUP</u>
<u>Outdoor Facilities</u>	(Priority 4)	(Priority 5)
Football/Track Stadium with lights*	\$105	\$210
Football/Track Stadium without lights*	\$85	\$170
Baseball/Softball Fields*	\$55	\$110
Varsity Soccer Field with lights*	\$85	\$170
Varsity Soccer Field without lights*	\$65	\$130
Practice Fields	\$25	\$50
Tennis Courts (Per Court)*	\$20	\$40
Outdoor Learning Spaces (Pavilions)	\$15	\$30
<u>Indoor Athletic Facilities</u>		
Elementary Gym*	\$15	\$30
Fieldhouse** per court (4 courts/stations)*	\$30	\$55
Fieldhouse** per court w/locker rooms*	\$35	\$60
GHS Main Gym*	\$25	\$50
GHS Main Gym w/locker rooms*	\$30	\$55
Fieldhouse** Lobby	\$20	\$40
Performing Arts Center	Varies TBD	Varies TBD
Fitness Center	Varies TBD	Varies TBD
Swimming Pool & Locker Rooms*	\$85	\$170

*\$20 flat fee added for use of scoreboards

**Fieldhouse may simultaneously have more than one user; for exclusive use, a determination of user cost

will be made by the Office of Business and Auxiliary Services

General Use Areas

Cafeterias with Kitchen amenities***	Varies	Varies
GHS Commons	\$35	\$40
Elementary Cafetoriums	\$35	\$60
Classrooms	\$25	\$40
Computer Classrooms (Tech support quoted per use)	\$30	\$40
IMC/LMCs	\$30	\$45

*****Dependent upon amount of staff required for and duration of event scheduled**

SCHEDULING PRIORITIES

- 1) The Germantown School District scheduling calendar will run from August 1 through July 31. Due to rescheduling and unforeseen circumstances, Priority 1 activities will **always** have scheduling priorities throughout the year and can bump previously scheduled activities in all other Priority categories.
- 2) Activities of Priority 2 groups will be scheduled by June 30 of the preceding year.
- 3) Users in Priorities 3 will be allowed to begin scheduling for the upcoming year July 10.
- 4) Users in Priority 4 will be allowed to begin scheduling for the upcoming year after July 20.
- 5) Users in Priority 5 will be allowed to begin scheduling for the upcoming year after July 31.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Intergovernmental Agreement (IGA)

FROM: Ric Ericksen

BOARD MEETING: December 17, 2018

DATE: December 13, 2018

AGENDA ITEM: VII.A.

BC Agenda Item: VI.C.

Jeff will lead discussions.

Recommendation to the Board of Education from the Building Committee:

Pending discussions at the Building Committee.

Background/Attachment(s):

None

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Amy Belle WE Energies
Easement

FROM: Ric Ericksen

BOARD MEETING: December 17, 2018

DATE: December 13, 2018

AGENDA ITEM: VII.B.

BC Agenda Item: VII.B.

WE Energies is requesting an easement at Amy Belle. The attached should be self-explanatory. Focus on 1. Purpose.

Recommendation to the Board of Education from the Building Committee:

Take to board with a positive recommendation to approve the WE Energies Amy Belle Distribution Easement Underground as presented.

Background/Attachment(s):

WE Energies Distribution Easement Underground easement document with map.

**DISTRIBUTION EASEMENT
UNDERGROUND**

Document Number

WR NO. **4291155**

IO NO. **5471**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **SCHOOL DISTRICT NO. 5 of the VILLAGE OF RICHFIELD**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as the west 25 feet of the south 160 feet of Grantor's premises in the **Southwest 1/4 of the Southwest 1/4 of Section 25, Town 9 North, Range 19 East**, in the Village of Richfield, Washington County, Wisconsin; said premises are more particularly described in that certain **Warranty Deed** recorded in the office of the Register of Deeds for Washington County on **July 11, 1955** as **Document No. 228063**.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM A252
PO BOX 2046
MILWAUKEE, WI 53201-2046

V10_0914

(Parcel Identification Number)

1. **Purpose:** The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted switch-fuse units, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
8. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

Grantor:

SCHOOL DISTRICT NO. 5 of the VILLAGE OF RICHFIELD

By _____

(Print name and title): _____

By _____

(Print name and title): _____

Personally came before me in _____ County, Wisconsin on _____, _____,
the above named _____, the _____
and _____, the _____
of the SCHOOL DISTRICT NO. 5 of the VILLAGE OF RICHFIELD, for the municipal corporation, by its authority, and
pursuant to Resolution File No. _____ adopted by its _____
on _____, _____.

Notary Public Signature, State of Wisconsin

Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires _____

This instrument was drafted by Barb Schaefer on behalf of Wisconsin Electric Power Company, PO Box 2046, Milwaukee, Wisconsin 53201-2046.

ArcGIS WebMap



December 3, 2018

CountyBoundary

Washington County Landmarks

Public Open Spaces

Current Parcel

Meander Line

PLSS Monument

PLSS Boundary

Airports

Libraries

City, Village or Town Hall

Trails

Landhook

Washington County, Wisconsin

ArcGIS WebApp Builder

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Purchases Over \$15,000
FROM: Ric Ericksen **BOARD MEETING:** Dec 17, 2018
DATE: December 13, 2018 **AGENDA ITEM:** VIII.A.

FC Date: December 17, 2018
FC Agenda Item(s): VII. A.

-- The intent is to review due diligence with respect to seeking competitive bids/quotes when possible. Vetting for the purpose of the purchases may have occurred at other committees. --

\$47,850: Germantown High School Electronic Message Board

Mr. Loth offered to look at the internal electronics and was joined by Mr. Erickson last week. Mr. Loth will be reporting accordingly.

No new update from Mr. Farren relative to sharing in funding.

Recommendation to the Board of Education and Finance Committee:
Table this item.

Background:

The Finance Committee table this item at the November 26, 2018 meeting.

As reported on November 26:

On November 12, 2018 the Building Committee approved the purchase and installation of Daktronics 10mm 50" x 8'8" message board and further sends this item to the Finance Committee to determine funding options. *Please see November 12 Building Committee background.*

District officials are not prepared to make a recommendation at this time.

GERMANTOWN SCHOOL DISTRICT

TO: All Board Members

TOPIC: MAP Renewal

FROM: Brenda O'Brien

BOARD MEETING: December 17, 2018

DATE: December 4, 2018

AGENDA ITEM: IX.A.

The Measures of Academic Progress (MAP) is the computer-based assessment that can be given to students in grades 3 - 8 in the areas of mathematics, reading, and language arts three times throughout the year (fall, winter, and spring). As a computer-based assessment, MAP automatically adapts the test to each student's response. If a student answers correctly, the next question is more of a challenge. If a student misses a test item, MAP offers a simpler test question. The student works through approximately 50 questions, and the test continues to narrow on a student's learning level.

Within about 24 hours, our staff has access to students' scores, so the assessments become useful information in a relatively short amount of time. The results of the MAP assessment are used primarily as a universal screener. A universal screener is an assessment given to all students for the purpose of identifying students who may be in need of additional academic support or in need of enrichment. In addition to the universal screener, MAP assessment results are one criteria for Honors course placement at the high school and one data point for math placement at the middle school.

Northwest Evaluation Association (NWEA) is the only vendor for the MAP assessment so it is unable to be competitively bid.

If we renew for the 2019 year, we will be invoiced for a total of 1,715 licenses in the amount of \$21,437.50.

RECOMMENDATION: Approve the MAP renewal for 2019 as presented.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Associated Benefits Consulting Agreement Renewal

FROM: Ric Ericksen **BOARD MEETING:** December 17, 2018

DATE: December 12, 2018 **AGENDA ITEM:** IX.B.

Recommendation to the Board of Education:

No action required, pending discussions.

Background:

Last year in December the Board agreed to a renewal with a 30 day termination notice clause by either party. The agreement auto renews on January 1st and is subject to a 3% increase year-over-year.

The 2018 agreement was \$23,175.

The 2017 agreement was \$22,500.

The administration is very happy with their services and supports continued renewal.

Attachment(s):

None

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Donations

FROM: Jeff Holmes

BOARD MEETING: December 17, 2018

DATE: December 12, 2018

AGENDA ITEM: IX.C.

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. Accept the donation of yoga mats and mindfulness books valued at approximately \$1,000, to Jocelyn Ritger's Rockfield classroom via the Donors Choose program.
2. Accept the anonymous donation of shirts valued at \$918 to the high school boys basketball team.
3. Accept the donation of \$1,000 from Ayer Contractors Inc. to the high school boys cross country team.
4. Accept the donation of \$400 from Ram Builders to the high school girls basketball team.
5. Accept the donation of \$1,000 from the Kennedy Middle School PTA to the 8th grade Junior Achievement/Bizz Town field trip.

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