

GERMANTOWN SCHOOL DISTRICT
NOTICE OF BOARD OF EDUCATION MEETING
Kennedy Middle School – Gold Activity Center
W160 N111836 Crusader Ct.
Germantown, WI 53022

March 12, 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. February 26, 2018 Board of Education
 - B. February 26, 2018 Closed Session
 - C. March 7, 2018 Board of Education
 - D. March 7, 2018 Closed Session

- V. Reports, Updates, and Information Items.
 - A. Middle School Book Club Presentation
 - B. Student Representative Report
 - C. Chromebook Proposal
 - D. Technology Education Fundraising

- VI. Transportation Committee
 - A. Discussion and action regarding elementary attendance area determinations.
 - B. Update on any remaining items discussed at March 5, 2018 committee meeting.

- VII. Building Committee
 - A. Discussion and action regarding 2018 roofing bids.
 - B. Update on items discussed at March 12, 2018 committee meeting.

- VIII. New Business
 - A. Discussion and action to approve Skills USA travel request.
 - B. Discussion and action to approve 2018 summer school budget.
 - C. Discussion and action to approve Destination Imagination travel request.
 - D. Discussion and action to approve teacher contracts.
 - E. Discussion and action to approve organizational surveying process.

- IX. 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 employee issues and land/school property negotiations. The Board may take action in closed session or 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
February 26, 2018

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the Kennedy Middle School Gold Activity Center at 7:00 p.m. Superintendent Jeff Holmes read the official meeting notification. Roll call: Soderberg – yes, Loth – yes, Borden – yes, Barney – yes, Larson – yes. Board Member Spies arrived after roll call. Board Member Medved was absent (excused).
2. Motion by Larson, second by Borden to approve the agenda. Motion carried.
3. State Representative Dan Knodl gave a legislative update. Eleven community members addressed the Board regarding the elementary attendance boundaries. Board President Bob Soderberg thanked Mr. Knodl and the community members for coming and indicated that there will be no decision made at this time and that another Transportation Committee meeting is scheduled for March 5, 2018.
4. Motion by Larson, second by Spies to approve the February 12, 2018 Board of Education meeting and closed session meeting minutes. Motion carried.
5. Transportation Committee Chair Tom Barney updated the Board on discussion that took place during the committee meeting, indicating community members shared they felt there was not enough communication regarding the elementary attendance boundaries. Mr. Barney stated that updates have been made to the Germantown School District website to make information easier to be found and that he is currently working on ways to get word out to the public.
6. Recommendation from Finance Committee to approve student fees for the 2018-2019 school year. Motion carried (Spies – no).
7. Finance Committee Chair Michael Loth updated the Board on remaining items discussed in committee including a facility cost analysis, specifically for the pool and indicated there is a possibility the Germantown Swim Club might join with the Menomonee Falls Swim Club. Mr. Loth shared that the referendum dollars on deposit as of 1/26/18 is \$66,572,936.71. Interest earned is \$565,000.
8. Motion by Larson second by Spies to accept the donation of an Ozobot Education Kit from Donor's Choose to Stephanie Braun's Rockfield classroom and thank the donors for their generosity. Motion carried.
9. Motion by Spies, second by Larson to approve the purchase of Honors English summer reading materials. Motion carried.
10. Motion by Barney, second by Spies to approve the purchase of the Forces and Motion unit for high school physical science. Motion carried.
11. Motion by Spies, second by Loth to approve the addition of *At the Club III, Nontraditional Activities II*, and *Outdoor Adventures* (without rock climbing) beginning with the 2019-2020 school year. Motion carried.
12. Motion by Larson, second by Spies to accept requests for retirement from Peter Dale, Peter Hammen, Fred Heim, Keith Michalowski, and Julia Mink and thank them for their many years of service. Motion carried.

13. Motion by Borden, second by Barney to approve 1.0 limited term contracts for Heidi Ludorf at \$22,759, Robert Dobberfuhl at \$28,246, and Jodie Taylor Landgraf at \$16,560. Motion carried.
14. The Board discussed the need for heightened safety and security resources. Mr. Holmes introduced Chief Hoell from the Germantown Police Department who stated that he appreciates the relationship the Germantown Police Department has with the Germantown School District. Chief Hoell did request that if we increase the SRO position to full time he would like a commitment from Germantown School District for not just this year, but going forward additional years. The financial impact was determined to be \$12,500.
15. Motion by Spies, second by Larson to approve the extension of the Kennedy Middle School Resource Officer's work hours from ten hours per week to forty hours per week beginning March 1, 2018 through the duration of the 2017-2018 school year with a review of the position and its purpose reviewed by the second Board meeting in June 2018 regarding continuance and/or adjustment of hours associated with the position and paid through the Board's contingency fund. Motion carried.
16. Mr. Holmes introduced two high school students, Arianna Neal and Gavin Rangel, who approached him and Joel Farren regarding organizing a student assembly. Discussion followed on Germantown School District's rules, regulations, and a way to bridge the district's policies with a way for the students to express themselves on what happened in Parkland, FL. Board President Soderberg thanked the students for coming.
17. Motion by Larson, second by Spies to enter into closed session pursuant to Section 19.85(1)(f) and (g) to hold an administrative exit interview and discuss employee issues. Motion carried.
18. The Board entered into closed session at 9:10 p.m. and did not return to open session, adjourning at 10:58 p.m.

Doris Berget
Recording Secretary

Lester Spies
School Board Clerk

**GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
March 7, 2018**

1. The meeting of the Board of Education was called to order by Board President Bob Soderberg in the District Office Board Room at 6:02 p.m. Superintendent Jeff Holmes read the official meeting notification. Roll call: Soderberg – yes, Loth – yes, Borden – yes, Barney – yes, Larson - yes. Board Members Spies and Medved were absent (excused). Superintendent of Schools Jeff Holmes, Director of Human Resources Michael Nowak, Kennedy Middle School Principal Susan Climer, and district legal counsel Kirk Strang were also in attendance. Cynthia Schwister, accompanied by her daughter, Stephanie Camacho, Beth Ludeman, WEAC United Education Profession Region 7, GEA Tom Wilcox, and Susan Baker, former co-worker, appeared on Ms. Schwister's behalf.
2. Motion by Larson, second by Borden to approve the agenda. Motion carried.
3. Motion by Larson, second by Borden to enter into closed session pursuant to Section 19.85(1)(a),(f) and (g) of the Wisconsin Statutes, as appropriate, to conduct a closed session hearing concerning the possible dismissal of a certified staff member. Motion carried unanimously on a roll call vote of all Board members.
4. The Board entered into closed session at 6:04 p.m.
5. The Board returned to open session at 9:07 p.m.
6. Motion by Larson, second by Borden to terminate Cynthia Schwister's employment and her individual teacher contract with the Germantown School District, effective immediately. Motion carried.
7. Motion by Larson, second by Borden to adjourn. Motion carried.
8. Board President Soderberg declared the meeting adjourned at 9:07 p.m.

Thomas Barney
Acting School Board Clerk

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Technology Education Fundraising Update

FROM: Rick Grothaus **BOARD MEETING:** March 12, 2018

DATE: March 6, 2018 **AGENDA ITEM:** V.D.

BACKGROUND:

Following is an update on activity related to the Technology Education fundraising effort.

Funds/Commitments Received to Date

\$25,000	J.W. Speaker	Received	\$25,000 pledged for next year
\$ 5,000	Ultra Tool	Received	
\$ 2,500	CD Smith	Pledged	
TBE	TRANE	HVAC equipment and curriculum	
TBD	MGS	Sponsorship indicated	
TBD	Bradley Corp	Sponsorship indicated	
TBD	AirGas	Considering Sponsorship	

Grants

\$18,999	Mark Sellers Entrepreneurial Foundation	Received
\$25,000	WEDC Fab Lab Grant	Applied – Mid-April notification
3-D Printer	GE AEP Grant	Applied
\$50,000	DWD Advanced Manufacturing	In Process

Since the February 8 Activity Report, 6 additional meetings and 12 additional follow-up communications have occurred.

Additionally, Michael Nowak and Dana Croatt, district representatives with Leadership Germantown, coordinated teachers visiting two area manufacturing partners during March 2 in-service time. J.W. Speaker provided lunch and tours to 26 teachers. AirGas followed by hosting a tour for 15 teachers. These tours both strengthen the district’s partnership with area businesses, and they provide teachers with the opportunity to understand better the world of work for which they are preparing their students.

J.W. Speaker was presented a plaque of appreciation from the district during the lunch gathering for their Platinum level sponsorship.

RECOMMENDATION: Information only.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Elementary Attendance Boundaries Determination
FROM: Ric Ericksen **BOARD MEETING:** March 12, 2018
DATE: March 7, 2018 **AGENDA ITEM:** VI.A.

Transportation Committee Date: March 5, 2018

Recommendation:

The Transportation Committee brings forward with a positive recommendation to the Board of Education to set elementary attendance areas based on option 2B beginning with the 2018-2019 school year. Included in the recommendation is an allowance for grandfathering on an opt-in basis for students at Rockfield, MacArthur, and County Line back to the school they attended in the 2017-2018 school year. The grandfathering election must be made by April 12, 2018. The board reserves the right to lottery students out of the grandfathering program on a year-by-year basis if classroom sizes exceed the established board standards.

General Impacts of this Motion Worth Noting:

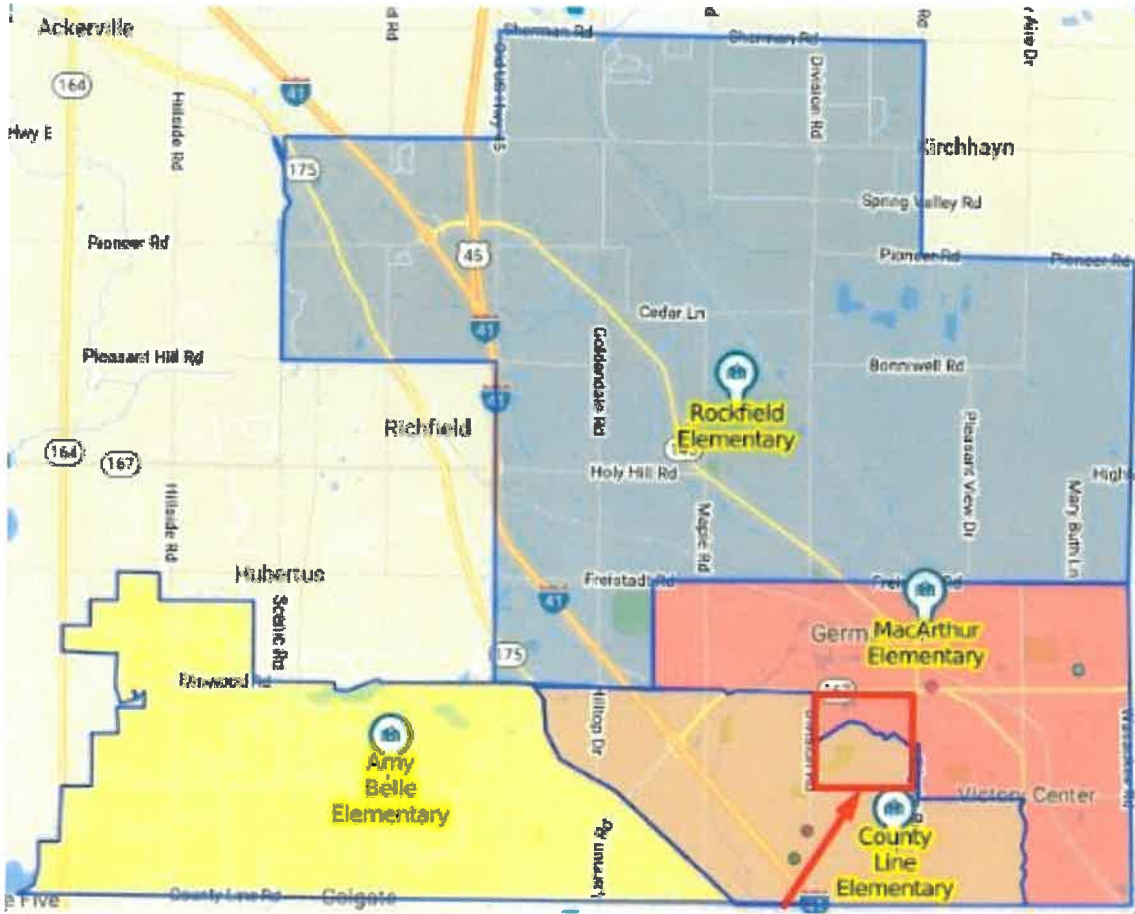
- Pupil Transportation will be provided by the district to all students impacted by this motion.
- Families moving into the new elementary attendance boundaries will be assigned to the appropriate elementary school and grandfathering will not be offered. This applies to families moving in from outside of the district and families moving who currently reside within the district.
- Grandfathering only applies to current students for the 2017-2018 school year.

Background:

Please refer to transportation committee packets/background as far back as May 3, 2017 when the topic was first placed on the Transportation Committee agenda.

Attachments: 2B Option presented at the March 5th meeting.

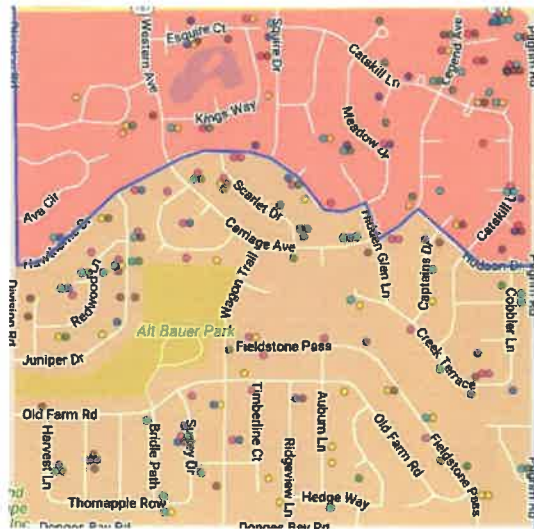
Option 2b: Modified



The boundary line follows the shared area line.

	Count	%
● Amy Belle Elementary	258	16.3%
● County Line Elementary	517	32.8%
● MacArthur Elementary	435	27.6%
● Rockfield Elementary	368	23.3%

Student Capacity	Over/Under	%
Amy Belle Elementary	-14	95%
County Line Elementary	-27	95%
MacArthur Elementary	-109	80%
Rockfield Elementary	-19	95%



Option 2b Grandfathering

Grade	Rockfield after GF	MacArthur After GF	County Line After GF
1	3 Classes of 23	3 Classes of 20	3 Classes of 23
2	4 Classes of 21	2 Classes of 21	4 Classes of 23
3	3 Classes of 18	3 Classes of 23	4 Classes of 21
4	3 Classes of 21	3 Classes of 23	4 Classes of 27
5	3 Classes of 22	3 Classes of 17	4 Classes of 24

Notes:

- This scenario was built based on the low impact scenario, but moves the Windsong subdivision to County Line and shifts students west of 41 to Rockfield
- Similar to Option 2, future growth is primarily accounted for through the expansion to MacArthur Elementary

GERMANTOWN SCHOOL DISTRICT

TO:	Board of Education	TOPIC:	2018 Roofing Projects
FROM:	Ric Ericksen	BOARD MEETING:	March 12, 2018
DATE:	March 7, 2018	AGENDA ITEM:	VII.A.

BC Date: March 12, 2018

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 Pioneer Roofing and the materials to Roofers Mart of WI for the Germantown High and MacArthur Elementary schools roofing projects in an amount not to exceed \$351,873 to be funded out of the Fund 49 and the Fund 41 Capital Projects funds as presented.

Note: Fund 49 will be used entirely with the balance of project costs applied to Fund 41.

Background/Attachment(s):

See attached.

2018/19 Roofing Germantown High School and MacArthur

Below are Labor bid results for 2018/19 roofing projects received February 15.

Contractor	MacArthur Section E	GHS Section N	GHS Section FF	Total
FJA Christensen	\$69,618	\$67,823	\$60,730	\$198,171
Langer Roofing	\$85,490	\$104,100	\$55,125	\$244,715
Pioneer Roofing*	\$63,176	\$72,120	\$35,880**	\$171,176
Carlson Racine	\$108,251	\$115,482	\$68,078	\$291,811

**Note: Pioneer Roofing is the best value for this roof section due to the large variance in labor savings on the adjacent section of the GHS (FF) and is not practical to separate the sections to separate contractors.

Material bids were received February 20 @ 2:00.

Supplier	MacArthur Section E	GHS Section N	GHS Section FF	Total
ABC Supply	\$29,850	\$44,400	\$14,700	\$88,950
Roofers Mart*	\$29,475	\$43,232	\$12,935	\$85,642

*Lowest bid total \$256,818

The installation of a new thru-wall flashing system along the walls shown in green at MacArthur, \$76,710, and the east west wall on section N at GHS, \$18,345 is quoted, see below. The flashing at MacArthur needs to be replaced to allow for the required insulation. Another option being investigated at MacArthur is a metal wall system which would cover the brick and seal the top of the wall preventing water from penetrating.

Total with wall repairs: \$351,873





Below are outlined areas proposed for 2018/19 roofing projects. Bids are due February 15. \$335,000 is an estimated budget to complete the work. Bids for the labor are due February 15 with the bid request for materials will going out February 18.



Commercial Consultants Group

13425 Watertown Plank Road #5023

Elm Grove, WI 53122

To: Don Erikson
From: Ryan Owsianny
Subject: Wall Flashing Conditions
Macarthur Elementary/High School
Date: March 6, 2018
Cc: Office
File #: 2018-301

Good Morning Don,

As you requested, please find the summary of conditions of the wall elevations relevant to the planned roof replacement projects at Germantown High School and Macarthur Elementary:

Germantown High School:

The existing roof system does not drain properly. The new roof system is designed to correct this existing issue by adding a new tapered insulation system. The new insulation system will raise the height of roof in relation to the adjoining wall elevation above the current cafeteria. To properly install a long-term waterproofing detail, we have to remove several courses of masonry to install a new through-wall flashing membrane and new weep system above our new roof system termination (see Detail 01.030.0751).

Macarthur Elementary:

The existing through wall, and step, flashing assemblies were installed too low to the roof level at various points along the wall elevations. At several points, the sheet metal counter-flashing was field hemmed to prevent contact with the roof membrane. Minimum roofing standards require a minimum of eight inches (8") of clearance above the installed roof membrane.

To accommodate the new roof system, and the added one-and-one-half inch (1-1/2") of additional insulation, new through-wall/step flashing assemblies must be installed. Without raising the height of these assemblies, the wall drain weep system will be embedded in the new roof membrane flashing causing water absorbed by the walls to enter the roof system and classroom space below.

An alternate option will be to install a new wall panel system over these areas. This will impact the appearance of the school from the street level. We are currently putting together a cost analysis to determine if this option is less expensive.



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 AABQ10698

Date Mar 6, 2018

Proposal Submitted To: Commercial Consultants Group 13425 Watertown Plank Road Elm Grove, WI 53122 Attn: Mr. Ryan Owsianney	Project Site MacArthur Elementary School Germantown, WI	Your Sales Rep Thomas F. Holton President 262-377-7887 Tom@holtonbrothers.com
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We hereby propose to furnish, labor, materials, equipment and insurance complete in accordance with the following specifications.

EXTERIOR RESTORATION

Pursuant to our site walk-thru on 03-05-18, all roof walls (approximately 550' long) on the Elementary School has 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 the roof replacement project being completed by Pioneer Roofing Co. 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 2-3 courses of brick directly above new metal counter flashing along the entire length of all walls. 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.

RESEALING OF ALL VERTICAL CONTROL JOINTS

All vertical control joints in the brick masonry shall have present sealants removed. After replacement of current backer system, these areas shall be resealed with Tremco FC, a one part urethane sealant.

Sub Total	\$76,710.00
Total	\$76,710.00



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 AABQ10699

Date Mar 6, 2018

Proposal Submitted To:	Project Site	Your Sales Rep
Commercial Consultants Group 13425 Watertown Plank Road Elm Grove, WI 53122	Germantown High School Germantown, WI	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

Pursuant to our site walk-thru on 03-05-18, the south facing roof wall (approximately 110' long) on the High School has 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

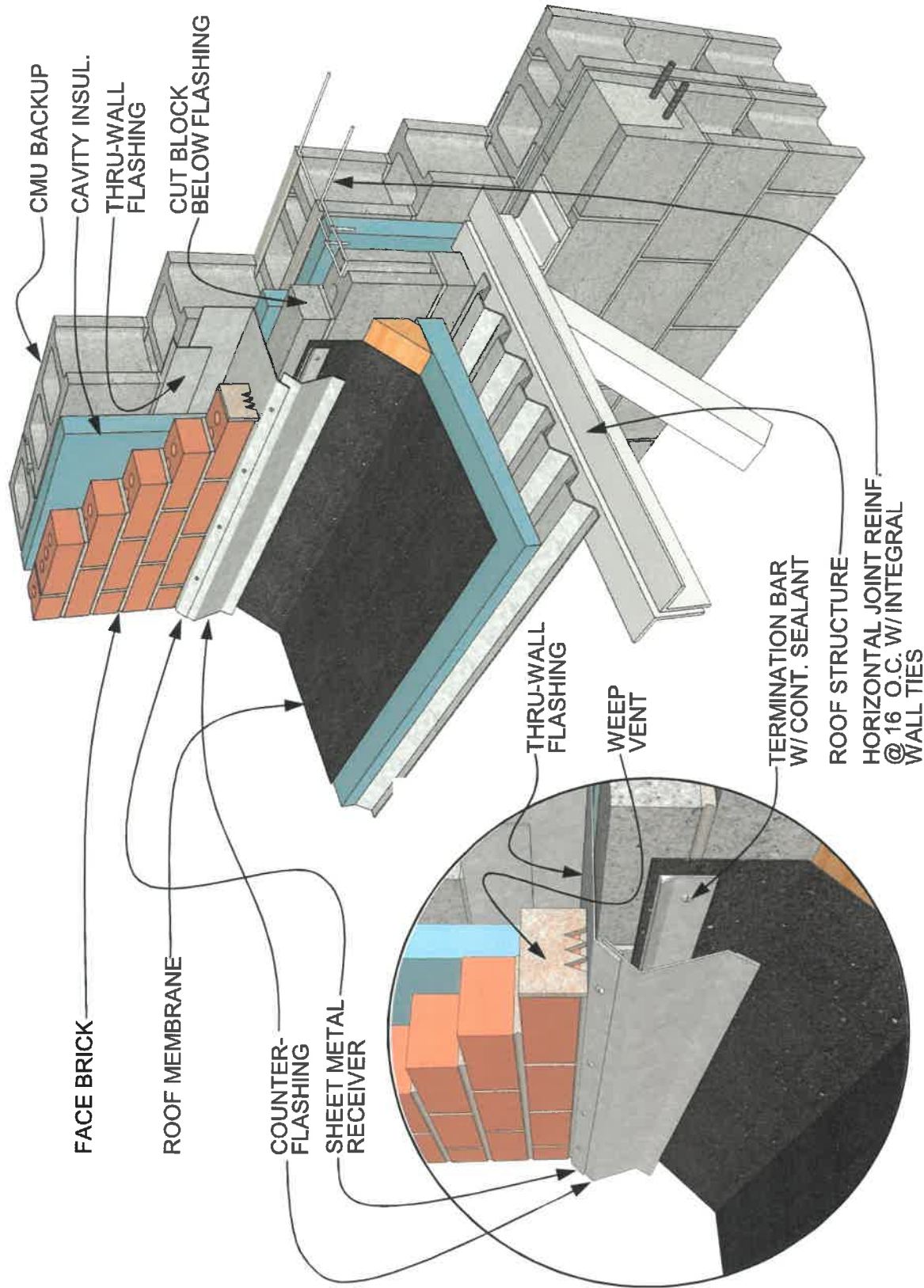
As part of the roof replacement project being completed by Pioneer Roofing Co. a new thru wall flashing system will be installed by Holton Brothers at the same time. Therefore, the following repairs are recommended:

- Saw cut and remove 4 courses of brick directly above new metal counter flashing along the entire length of all 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.

RESEALING OF ALL VERTICAL CONTROL JOINTS

All vertical control joints in the brick masonry and where precast at punched window openings exist shall have present sealants removed. After replacement of current backer system, these areas shall be resealed with Tremco FC, a one part urethane sealant.

Sub Total	\$18,345.00
Total	\$18,345.00



FACE BRICK

ROOF MEMBRANE

COUNTER-FLASHING

SHEET METAL RECEIVER

CMU BACKUP

CAVITY INSUL.

THRU-WALL FLASHING

CUT BLOCK BELOW FLASHING

THRU-WALL FLASHING

WEEP VENT

TERMINATION BAR W/CONT. SEALANT

ROOF STRUCTURE

HORIZONTAL JOINT REINF. @ 16 O.C. W/INTEGRAL WALL TIES

ROOF DETAIL HIGH WALL LOW ROOF

DETAIL 01.030.0751

REV. 11/6/07

International Masonry Institute



800-IMI-0988 www.imiweb.org

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GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Overnight Travel Request Skills
USA

FROM: Joel Farren

BOARD MEETING: March 12, 2018

DATE: March 5, 2018

AGENDA ITEM: VIII.A.

The high school Skills USA students and advisor Jon Stachowiak have submitted an overnight travel request for 13 students and 3 advisors to travel to Madison, WI April 24 – 25, 2018 to attend the Skills USA State Leadership and Skills Conference at the Alliant Energy Center. All costs are being funded through the club.

RECOMMENDATION: Approve the overnight travel request for 13 students and 3 appropriate advisors to travel to Madison, WI on April 24-25, 2018 to attend the Skills USA State Leadership and Skills Conference with all costs paid through club funds.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form:

Jon Stachowiak

Explanation of Field Trip:

Skills USA State Leadership and Skills Conference.
Students will be competing in leadership and skilled events with students across the state.

Date Submitted to Building Principal:

3/2/2018

Date Submitted to Superintendent's Office:

Location of Field Trip (Be Specific):

Alliant Energy Center, Madison, WI.

Number of Students on Field Trip: 13

Date(s) of Field Trip:

4/24/2018-4/25/2018

Number of Advisors on Field Trip: 3

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	\$ -	\$ 845.00	\$ -	\$ 195.00
Transportation	\$ -	\$ -	\$ -	\$ -
Lodging	\$ -	\$ 819.00	\$ -	\$ 189.00
Meals	\$ -	\$ -	\$ -	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ -	\$ 1,664.00	\$ -	\$ 384.00
Total Students or Advisors from Above	13	13	3	3
Cost Per Student or Advisor	\$ -	\$ 128.00	\$ -	\$ 128.00
Grand Total Cost	\$ 2,048.00			

GERMANTOWN SCHOOL DISTRICT

TO:	All Board Members	TOPIC:	Summer School 2018
FROM:	Brenda O'Brien	BOARD MEETING:	March 12, 2018
DATE:	February 28, 2018	AGENDA ITEM:	VIII.B.

The following is a proposed budget for Summer School, 2018. The budget this year includes the items that would have previously been assigned.

Salaries

Game Leaders Training	20 hours x \$30 per hour x 2 teachers = \$1200
Transition to 1st Grade	92 hours x \$30 per hour = \$2760
Jumping into Kindergarten	92 hours x \$30 per hour x 2 teachers = \$5520
Learning in Motion - PreK	92 hours x \$30 per hour x 2 teachers = \$5520
Learning in Motion - Kindergarten	92 hours x \$30 per hour x 2 teachers = \$5520
Math Boosters	92 hours x \$30 per hour x 8 teachers = \$22,080
Literacy Boosters	92 hours x \$30 per hour x 8 teachers = \$22,080
Engineering Adventures	92 hours x \$30 per hour x 3 teachers = \$8280
High School Credit Recovery	92 hours x \$30 per hour x 2 teachers = \$5520
KMS Band	102 hours x \$30 per hour = \$3060
	100 hours x \$30 per hour = \$3000
GHS Band	124 hours x \$30 per hour = \$3720
	81 hours x \$30 per hour = \$2430
Healthcare Academy	\$1500
Physical Education	Under consideration as 1.0 FTE
Knitting	92 hours x \$30 per hour = \$2760
Scrapbooking	92 hours x \$30 per hour = \$2760
Community-based Instruction	92 hours x \$30 per hour = \$2760
Garden Adventure	92 hours x \$30 per hour x 2 teachers = \$5520
Radio News	92 hours x \$30 per hour = \$2760
Fishing for Kids	23 hours x \$30 per hour x 2 teachers = \$1380
Algebra Skills	92 hours x \$30 per hour = \$2760
Games Galore	92 hours x \$30 per hour = \$2760
Little Chefs	23 hours x \$30 per hour x 2 teachers = \$1380

Mandarin	92 hours x \$30 per hour = \$2760
Kids Yoga	92 hours x \$30 per hour = \$2760
Gamers Unite	92 hours x \$30 per hour = \$2760
PE Games	92 hours x \$30 per hour = \$2760
Juega en Espanol	46 hours x \$30 per hour = \$1380
Animal Adventures	92 hours x \$30 per hour x 2 teachers = \$5520
Digital Photography	92 hours x \$30 per hour = \$2760
Legos	46 hours x \$30 per hour x 2 teachers = \$2760
Stirring Up a Story	30 hours x \$30 per hour = \$900
Run, Run, Run	30 hours x \$30 per hour x 2 teachers = \$1800
Paraprofessionals	77 hours x \$20 per hour (varies) x 8 = \$12,320
Wilderness Camping	36 hours x \$30 per hour x 3 teachers = \$3240
NASA Technology	92 hours x \$30 per hour = \$2760

Estimated Salary Total \$201,887.50 (includes 25% benefits)

Purchase of Additional Materials

Math Workbooks	\$15 per student x 80 = \$1200 for Math Boosters
Engineering Adventures Refill	\$300 for materials needing replacement from last year
Summer School Supplies	\$3,000
Consumables	\$8,000
Lego start-up costs	\$3,300
NASA start-up costs	\$1,700
Animal Adventures	\$300

Estimated Grand Total: \$219,875.50

This Grand Total does not reflect the costs associated with Extended School Year (Special Education services).

GERMANTOWN SCHOOL DISTRICT

TO: All Board Members **TOPIC:** DI Travel Request
FROM: Brenda O'Brien **BOARD MEETING:** March 12, 2018
DATE: March 7, 2018 **AGENDA ITEM:** VIII.C.

Twelve teams from Germantown will be advancing to the Wisconsin Affiliate Tournament for Destination Imagination in Stevens Point, WI on March 24, 2018.

The travel request is attached.

RECOMMENDATION: Approve the overnight travel request as presented.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form Brenda O'Brien **Explanation of Field Tri** DI Affiliate Tournament

Date Submitted to Building Principal:

Date Submitted to Superintendent's O 3/7/2018 **Location of Field Trip (Be Specific):** UW-Stevens Point

Number of Students on Field Trip: 75 **Date(s) of Field Trip:** 24-Mar-18

Number of Advisors on Field Trip: 20

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	\$ 900.00	\$ -	\$ -	\$ -
Transportation	\$ -	\$ -	\$ 2,690.00	\$ -
Lodging	\$ -	\$ -	\$ 2,700.00	\$ -
Meals	\$ -	\$ -	\$ -	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ 900.00	\$ -	\$ 5,390.00	\$ -
Total Students or Advisors from Above	84		19	
Cost Per Student or Advisor	\$ 10.71	#DIV/0!	\$ 283.68	#DIV/0!
Grand Total Cost	\$ 6,290.00			

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Teacher Contracts

FROM: Mike Nowak

BOARD MEETING: March 12, 2018

DATE: March 8, 2018

AGENDA ITEM: VIII.D.

The administration is recommending the approval of the following limited-term contract for the 2017-18 school year.

Employee Assignment/Location	Rationale	FTE	Contract Type	Salary
<i>Ashley Rusch Special Education Teacher County Line Elementary School</i>	Ashley is filling a recently created vacancy	1.0	Limited-Term (63 days)	\$13,193

RECOMMENDATION: Approve the 1.0 FTE limited-term contract for Ashley Rusch at \$13,193.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Organizational Survey Process
FROM: Jeff Holmes **BOARD MEETING:** March 12, 2018
DATE: March 9, 2018 **AGENDA ITEM:** VIII.E.

BACKGROUND:

As a result of recent of conversations between the Board and Mr. Holmes, a determination was made that we should gauge the staff regarding our organizational capacity at this juncture. With that in mind, Mr. Holmes contacted School Perceptions to discuss their ability to help the District in surveying staff in that regard. Based on the attached information and in conversation with Mr. Bill Foster, district administrators, and branding/marketing professionals, the metrics derived from gauging staff at this time would be propitious as the District looks to make quality decisions associated with the multitude of work taking place on many levels, in numerous areas, in regard to multiple facets of school business, and throughout the organization. Additionally, School Perceptions can help customize their surveys to specifically address the District's needs as associated with our vision and mission.

RECOMMENDATION: Approve engaging School Perceptions to develop a staff survey that encompasses the following areas of Germantown School District operations: Superintendent's Office, Human Resources, Teaching and Learning, Business Office, Pupil Services, Technology, and Activities/Athletics with funding from the appropriate source and not to exceed \$4000.

www.schoolperceptions.com
317 East Washington Street
Slinger, Wisconsin 53086
Phone: 262-644-4300
Fax: 262-299-0333

We measure what matters

Staff Engagement Survey

ARE YOU LOOKING TO:

- ✓ Create a positive environment for student learning?
- ✓ Increase student achievement?
- ✓ Improve morale?
- ✓ Retain your best staff?
- ✓ Lower absenteeism?
- ✓ Improve operational and budget efficiencies?
- ✓ Attract high-quality applicants?

An **"engaged employee"** is one who is fully absorbed by and enthusiastic about their work and takes positive action to further their school's reputation and success. Research shows that employee engagement is the result of employees feeling connected and valued as well as report a strong sense of balance in their lives. As a result, engaged employees are producers. They work hard, stay late and give their best day in and day out.

A highly engaged staff will allow you to answer "YES" to all of these questions.

You can't expect to engage your employees if you don't understand their feelings and perceptions on specific engagement drivers.

The **School Perceptions Staff Engagement Survey™** will give you the data you need to take your district from good to great.

The **School Perceptions Staff Engagement Survey™**, will help you gather and quantify your District's employee engagement strengths and weaknesses. Our survey collects data on **School Perceptions' 12 Indexes of Employee Engagement** including:

- Control over work environment
- Health/wellness
- Workload
- Affirmation
- Tools and training
- Collaboration/teamwork
- Trust in building leadership
- Culture of educational excellence
- Public/parent support and trust
- Trust in District leadership
- Communications
- Planning/improvement process



"IT IS TEACHERS WHO INSPIRE STUDENTS, AND ENTHUSIASTICALLY ENGAGED TEACHERS DO THAT BEST."

Bruce Beairst
The Critical Thinking Consortium

Services Include:

- Survey Administration
- Online Result Access
- Communication Plan
- Dynamic Analysis Tools
- Data Disaggregated By:
 - Teachers
 - Specialists
 - Aides/Paraprofessionals
 - Other Support Staff
 - Administration

Additional Services Available:

- Survey Customization
- In-depth Report/Analysis
- Longitudinal Analysis
- Similar School Comparison

Look to School Perceptions for all your data collection and strategic decisions.

- ✓ Parent Surveys
- ✓ Students Surveys
- ✓ Community Surveys
- ✓ Communication Audits
- ✓ Referendum Planning
- ✓ Strategic Communications

CONTACT US TODAY

Info@schoolperceptions.com

262.644.4300

Measuring what matters



SCHOOL PERCEPTIONS

SCHOOL PERCEPTIONS STAFF ENGAGEMENT INDEX DEFINITIONS

People

- 1. Control over your work environment**
I can control the variables that determine success
- 2. Health/Stress management/Wellness**
My stress level is sustainable
- 3. Workload**
My workload/life balance is sustainable
- 4. Affirmation**
I am valued, including compensation, recognition from leadership and supported by our community

What is an INDEX SCORE?

The Staff Engagement Survey has key questions that feed each of the indexes and thus, produces an index score for each indicator. The score is the average from the response scale from the key questions.

Place

- 5. Equipped**
I have the tools and training to be successful
- 6. Collaboration/Teamwork**
I have the support of my coworkers and healthy working relationships
- 7. Culture of educational excellence**
We have high expectations and pride in our work
- 8. Trust in building leadership**
I trust our building leadership

What is the target score for each index?

The response scale for each key question is 1-4. Therefore, the highest index score one can receive is a 4. Research shows that an index score of greater than a 3 indicates strength in the engagement indicator.

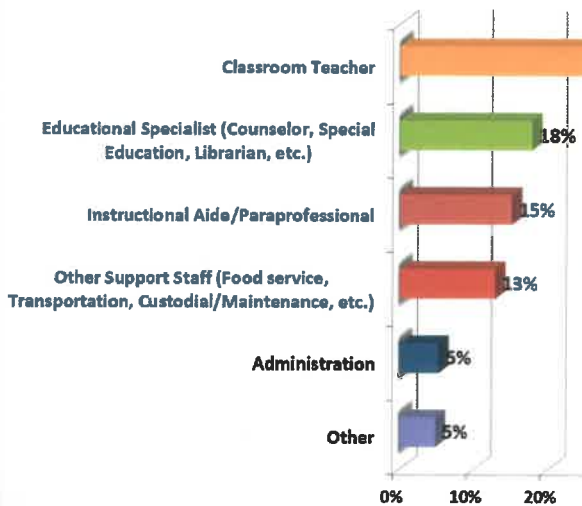
Process

- 9. Public/Parent support/trust**
We are supported and trusted by our parents/community
- 10. Planning/Improvement process**
We have an effective planning process with continuous feedback, review and adjustment
- 11. Trust in District leadership**
I trust our District Administration and School Board
- 12. Communications**
Information is shared with me in a timely and effective manner

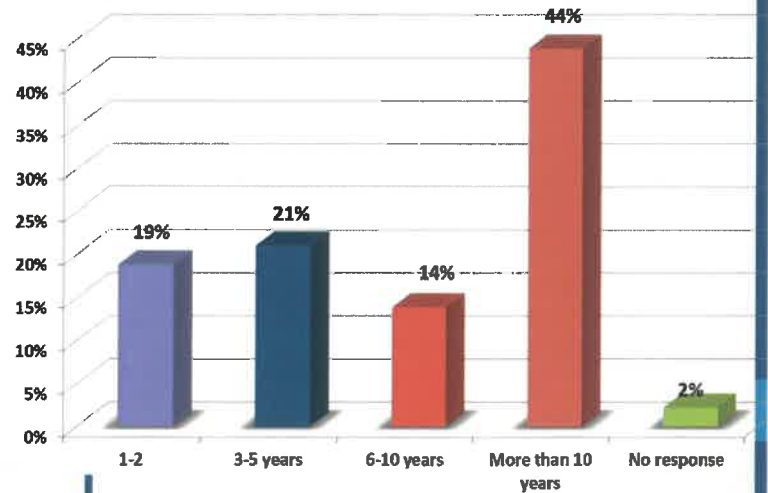
OVERALL REPORT

An overview report that is produced in the form of a PowerPoint and provides information on survey respondents and overall general data for the entire District. This report will show the percent of respondents that strongly agree/agree with survey questions, a simple average from the responses of questions and rank order of various initiatives or items surveyed. It is common that this presentation is shared at a board meeting, at staff meetings and then posted on a District's website.

What best describes your position?



Including the current year, how many years have you worked for this District?



Change Readiness

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/Agree	Average
I am confident that our District will be able to develop and execute an improvement plan.	79%	3.64
Our District has a culture of open dialogue around difficult issues.	72%	3.48
There is consensus on areas that need improvement in our District.	58%	3.13
There is a process for evaluating the effectiveness of new initiatives.	54%	3.02

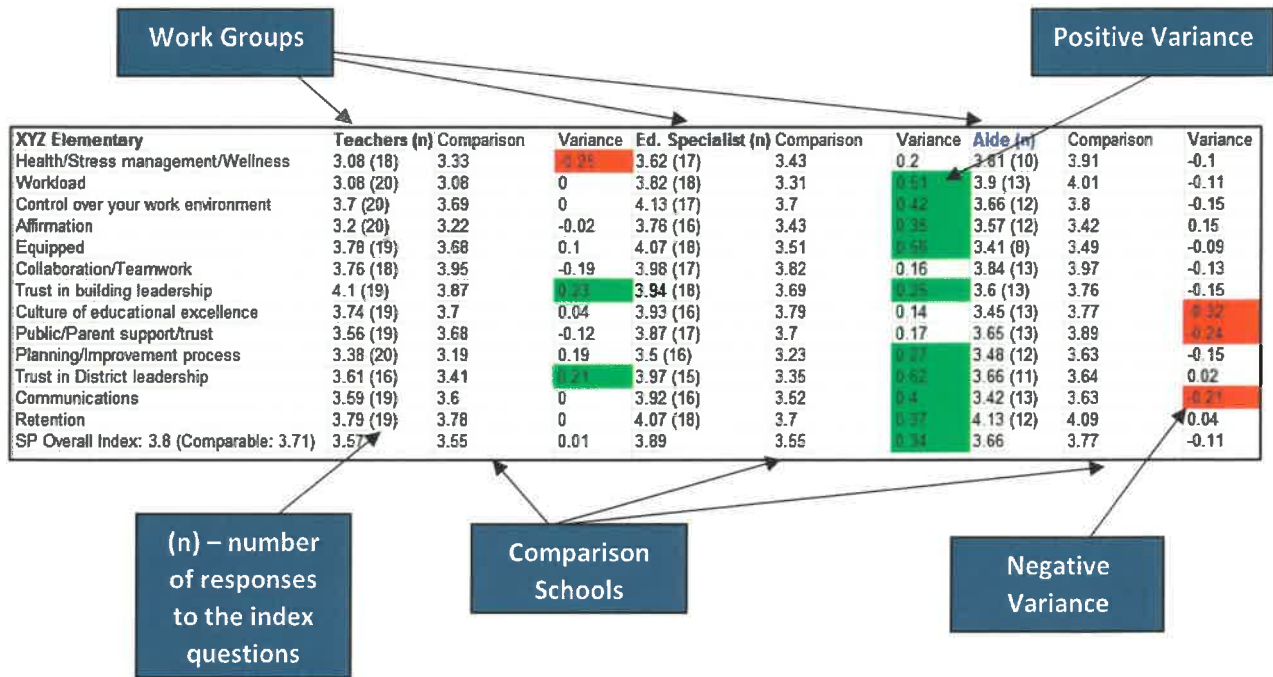
INDEX REPORT

The Staff Engagement Survey has key questions that feed each of the indexes and thus, produces an index score. The score is the average from the response scale from these key questions. This report is separated out by the 4 work groups and also includes a similar District/school comparison. It is designed for administrators and principals to identify areas of strength and weakness at a glance.

Work Groups: Survey respondents self-select their employee category of teacher, educational specialist, aide or support staff. This allows responses to be compared to employees with similar responsibilities at other Districts.

Similar District/School Comparison: Your District's data will be compared to 10 Districts that have similar student enrollment, socio-economic status and geographical location.

Variiances of .2 are identified as significant and color coded (**green for performing better than comparison groups** and **red for scoring lower than comparison groups**).



Unbiased, Reliable Data

By using a set of research-based indexes and survey questions through our proprietary survey software, there's no internal bias to foster mistrust, and your individual results can be compared with other schools.

SIMILAR SCHOOL ITEM LEVEL ANALYSIS

The Similar School Analysis shows every question on the survey and compares your District/school average to similar Districts/schools. Variances of .2 are identified as significant and color coded (**green for performing better than comparison groups** and **red for scoring lower than comparison groups**). It is designed for administrators and principals to identify question-specific areas of strength and weakness.

Page	Statement	ABC School Average	Similar School Average (SSA)	SSA Variance
Respondents were asked to rate their level of agreement for each item based on the following scale: <i>Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1), Don't know/doesn't apply (0)</i>				
Change Readiness	There is consensus on areas that need improvement in our District.	3.35	3.31	0.04
Change Readiness	I am confident that our District will be able to develop and execute an improvement plan.	3.89	3.48	0.41
Change Readiness	Our District has a culture of open dialogue around difficult issues.	3.34	2.9	0.44
Change Readiness	There is a process for evaluating the effectiveness of new initiatives.	3.25	2.77	0.48
Student Achievement	Student discipline is handled in a consistent manner by all staff.	2.74	2.94	-0.2
Student Achievement	Overall, the school offers a high quality academic program.	3.95	4.04	-0.09
Student Achievement	The social and emotional needs of students are being met.	3.51	3.51	0
Student Achievement	The academic needs of students are being met.	3.76	3.74	0.02
Student Achievement	Students have access to additional support when needed.	3.8	3.78	0.02
Student Achievement	I have been provided the resources to achieve District learning targets and curriculum objectives.	3.57	3.51	0.06
Student Achievement	Learning targets and curriculum objectives for my job assignment are clear.	3.65	3.75	0.1

Negative Variance Positive Variance

Question-Level Comparisons

By comparing your data to similar size schools at a question-level you can quickly identify your school's engagement strength and areas that need attention.

LONGITUDINAL REPORTS

Once a District repeats the survey a **Longitudinal Index Report** and **Longitudinal Item Level Analysis** can also be produced. On each of these reports variances of .2 are identified as significant and color coded (**green for performing better than the previous survey** and **red for scoring lower than the previous survey**). It is designed for administrators and principals to identify areas of growth and areas that have growing concern from the previous survey administration.

The following table displays each item in rank order after a simple average calculation for various statements based on the following scale: **Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)**

Please indicate your level of agreement for each item.

	2016	2015	Difference
I feel valued by our community.	3.50	3.59	-0.09
Our classrooms, building and grounds are well maintained.	3.35	3.43	-0.08
I am satisfied with the technology resources available to me.	3.52	3.58	-0.06
Based on my interactions with students, I feel safe at work.	4.33	4.36	-0.03
I am satisfied with the technology support available to me.	3.80	3.82	-0.02
Based on my interactions with other adults, I feel safe at work.	4.43	4.43	0.00
I have been given the materials and supplies I need to do my job effectively.	3.25	3.55	-0.30
I feel supported by leadership when I make a decision.	3.94	3.89	0.05
I have the flexibility to do my job the way that I think is most effective.	3.84	3.70	0.14
I have enough time to do my job effectively.	3.46	3.17	0.29
I receive the training I need to do my job well.	3.69	3.34	0.35

Negative Variance

Positive Variance

Year-to-Year Comparisons

Using data to gauge the impact of change is critical. A longitudinal analysis allows a District and/or school to see where improvements have been made and areas that require continued attention.

ADDITIONAL SURVEY RESULTS AND DISAGGREGATION

The School Perceptions' web-based survey portal allows a District to disaggregated data in a variety of ways. This will allow a District to "dig deeper" as they look at staff engagement. The survey coordinator at your school district has access to this feature.

What best describes your position?

Classroom Teacher
 Other Support Staff (Food service, Transportation, Custodial/Maintenance, etc.)

Educational Specialist (Counselor, Special Education, Librarian, etc.)
 Administration

Instructional Aide/Paraprofessional
 Other

Including the current year, how many years have you worked for this District?

1-2
 3-5 years
 6-10 years
 More than 10 years

Example: Survey response data can be disaggregated by work group as well as by the number of years the employee has worked in the District.

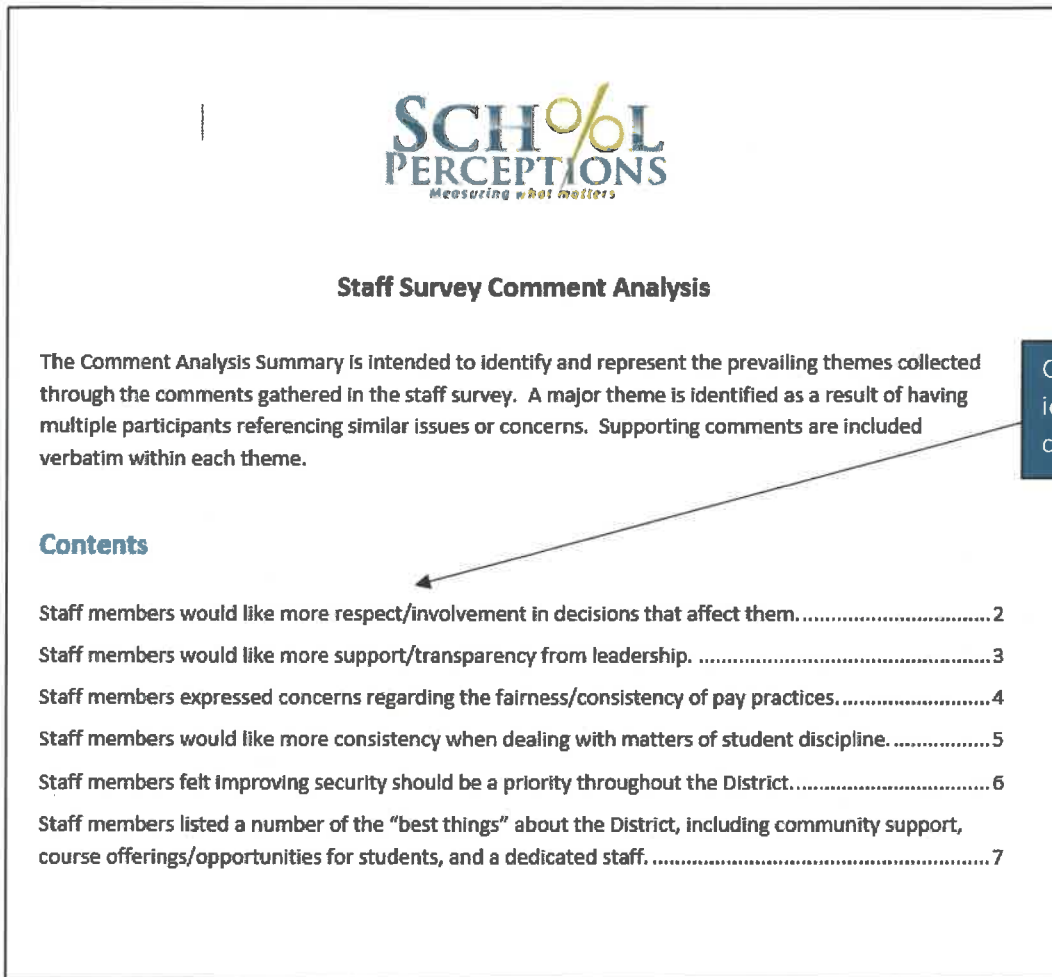
Please indicate your level of agreement for each item.

	Strongly agree	Agree	Disagree	Strongly disagree	Don't know/doesn't apply
Our school does a good job assimilating new employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Our school/department operates as a team.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Our school/department works hard to find ways to improve.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can bring about change in my school/department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have adequate opportunities to participate in decisions that affect me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My co-workers are willing to help me when I have a heavy workload.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Example: Survey response data can be disaggregated based on participant response to a question.

COMMENT ANALYSIS

School Perceptions will organize the comments into “themes,” or topics commonly mentioned, and a sampling of comments will be provided for each theme.



The screenshot shows a document with the School Perceptions logo at the top, which includes the tagline "Measuring what matters". The title of the document is "Staff Survey Comment Analysis". Below the title, there is a paragraph explaining that the comment analysis summary is intended to identify and represent prevailing themes from staff survey comments. A callout box on the right side of the page points to the "Contents" section of the document.

SCH%OL PERCEPTIONS
Measuring what matters

Staff Survey Comment Analysis

The Comment Analysis Summary is intended to identify and represent the prevailing themes collected through the comments gathered in the staff survey. A major theme is identified as a result of having multiple participants referencing similar issues or concerns. Supporting comments are included verbatim within each theme.

Contents

- Staff members would like more respect/involvement in decisions that affect them..... 2
- Staff members would like more support/transparency from leadership. 3
- Staff members expressed concerns regarding the fairness/consistency of pay practices..... 4
- Staff members would like more consistency when dealing with matters of student discipline..... 5
- Staff members felt improving security should be a priority throughout the District..... 6
- Staff members listed a number of the “best things” about the District, including community support, course offerings/opportunities for students, and a dedicated staff. 7

Comment themes identified from all comments in the survey.

Additional survey reports and data analysis are also available from School Perceptions.

ABOUT SCHOOL PERCEPTIONS

School Perceptions LLC is an independent educational research firm that works with school districts, regional service agencies, as well as state and national organizations. We provide customized survey tools to measure school climate, community satisfaction and engagement, communications and staff feedback. Our mission is to help educational leaders gather, organize and use data to make strategic decisions.

Since our founding in 2002, over 10,000 schools have used School Perceptions to collect millions of survey responses from students, staff, parents and community stakeholders.