

**GERMANTOWN SCHOOL DISTRICT
NOTICE OF BOARD OF EDUCATION MEETING**

**District Administrative Offices - Board Room
N104 W13840 Donges Bay Road
Germantown, WI 53022**

**September 11, 2017
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. August 28, 2017 Board of Education

- V. Correspondence, Reports, and Information Items
 - A. Construction Update
 - B. Groundbreaking Ceremonies Update
 - C. Class of 2017 ACT Score Report

- VI. Insurance Committee
 - A. Update on items discussed at September 5, 2017 committee meeting.

- VII. Personnel Committee
 - A. Update on staff handbook progress.

- VIII. Building Committee
 - A. Update on items discussed at September 11, 2017 committee meeting.

- IX. New Business
 - A. Discussion and action to approve donations
 - B. Discussion and action to approve teacher contracts.

- X. Adjourn

GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
August 28, 2017

1. The meeting of the Board of Education was called to order by Board Vice President Sarah Larson in the District Office Board Room at 7:12 p.m. Human Resources Director Mike Nowak read the official meeting notification. Roll call: Loth – yes, Borden – yes, Barney – yes, Spies – yes, Larson – yes. Board members Soderberg and Medved absent (excused).
2. Motion by Spies, second by Borden to approve the agenda. Motion carried.
3. Motion by Barney, second by Spies to approve the August 14, 2017 Special Annual Meeting, Board meeting, and Closed Session meeting minutes. Motion carried.
4. Mike Nowak provided a current enrollment report.
5. Director of Pupil Services Todd Lamb presented a Special Education Report and the required annual Seclusion and Restraint Incident Update.
6. Director of Teaching and Learning Brenda O'Brien informed the Board that she will be meeting with CD Smith and Plunkett Raysich Architects to discuss 2018 summer school options that will work with the summer construction schedule.
7. Mike Nowak informed the Board that groundbreaking ceremonies are scheduled for Wednesday, August 30, 2017 at the high school at 10:00 a.m., County Line at 11:15 a.m., and MacArthur at 1:15 p.m.
8. Recommendation from Finance Committee to adopt the 2017-2018 preliminary budget for presentation at the September 25, 2017 Budget Hearing and Annual Meeting. Motion carried.
9. Recommendation from Finance Committee to engage Convergent to upgrade the current phone systems to enhance security relative to lock-down events in an amount not to exceed \$15,195.48 to be funded out of the district Public Information accounts in the General Fund. Motion carried.
10. Recommendation from Finance Committee to award the purchase of walkie-talkies from Baycom in an amount not to exceed \$33,500.54 to be funded out of the district site budget security accounts in the General Fund. Motion carried.
11. Motion by Spies, second by Borden to approve a 1.0 FTE regular contract for Robin Le Duc at \$54,175, a 1.0 FTE regular contract for Lisa Van Hyle at \$65,957, and a .5 FTE part-time contract for Christine Stango-Yogerst at \$26,517. Motion carried.
12. Motion by Spies, second by Loth to adjourn.
13. Board Vice President Larson declared the meeting adjourned at 8:11 p.m.

Jayne Borst
Recording Secretary

Lester Spies
School Board Clerk

The ACT Report

Germantown High School Class of 2017

Data embargoed until September 8, 2017

Historical Performance-ACT

| | |
|--|---|
| March 3, 2016 Mandatory ACT Administration For Class of 2017: | 22.4 |
| Average Composite Score With Additional Tests Taken On Own: | 23.1 |
| ! | The Class of 2017 had 357 students take the ACT. |
| ☆ | The Class of 2017 scored +2.6 points higher than the State Class of 2017 average for composite score. |
| ☆ | The Class of 2017 scored higher than the State Classes of 2017 in each category: English +2.6, Math +2.7, Reading +2.4 and Science +2.2. |
| ☆ | The Class of 2017 scores increased +0.8 points in comparison to the Class of 2016. |
| ☆ | The Class of 2017 scored higher than the Class of 2016 in each category: English +0.9, Math +1.4, Reading +0.3 and Science +0.7. |
| ! | 195 students (55%) within the Class of 2017 were reported to have taken the ACT at least one other time beyond the mandated State Testing Day |
| ! | The Class of 2017 who took the ACT at least one other time beyond the mandated State Testing Day showed a composite score increase of +0.7. |

Five Year Trends - Average ACT Scores

| Grad Year | Total Tested | | English | | Mathematics | | Reading | | Science | | Composite | |
|-----------|--------------|--------|----------|-------|-------------|-------|----------|-------|----------|-------|-----------|-------|
| | District | State | District | State | District | State | District | State | District | State | District | State |
| 2013 | 324 | 46,574 | 23.5 | 21.5 | 23.7 | 22.0 | 24.3 | 22.3 | 24.1 | 22.2 | 24.0 | 22.1 |
| 2014 | 286 | 46,870 | 22.8 | 21.6 | 22.9 | 22.0 | 23.2 | 22.4 | 23.3 | 22.3 | 23.2 | 22.2 |
| 2015 | 267 | 46,738 | 23.3 | 21.6 | 23.2 | 22.0 | 24.4 | 22.5 | 23.7 | 22.3 | 23.8 | 22.2 |
| 2016 | 365 | 66,564 | 21.6 | 19.7 | 21.7 | 20.4 | 22.7 | 20.7 | 22.4 | 20.7 | 22.3 | 20.5 |
| 2017 | 357 | 66,734 | 22.5 | 19.7 | 23.1 | 20.4 | 23.0 | 20.6 | 23.1 | 20.9 | 23.1 | 20.5 |

**Overall scores from 2000-2017 in rank order and designated by
“Graduating Class”**

| <i>Rank</i> | <i>Score</i> | <i>Year</i> |
|-------------|--------------|--------------------|
| 1 | 24.1 | 2013 |
| 2 | 23.9 | 2002 |
| 3 | 23.8 | 2015 |
| 4 | 23.7 | 2004, 2010 |
| 6 | 23.6 | 2008 |
| 7 | 23.5 | 2009 |
| 8 | 23.4 | 2000 |
| 9 | 23.3 | 2001, 2007,2012 |
| 12 | 23.2 | 2002, 2014 |
| 14 | 23.1 | 2015, 2017* |
| 16 | 23.0 | 2006 |
| 17 | 22.3 | 2016* |

***=Years of Mandatory ACT Tests in the Junior Year**

ACT Exam History: Percentage of ACT-Tested Students College Ready

| GHS by Year | College English | College Algebra | College Social Science | College Biology | Meeting All 4 |
|--------------|-----------------|-----------------|------------------------|-----------------|---------------|
| Target Score | 18 | 22 | 21 | 23 | N/A |
| 2005 | 82% | 63% | 69% | 47% | 39% |
| 2006 | 81% | 56% | 65% | 47% | 38% |
| 2007 | 84% | 62% | 66% | 45% | 35% |
| 2008 | 85% | 66% | 72% | 52% | 44% |
| 2009 | 83% | 60% | 71% | 47% | 38% |
| 2010 | 86% | 60% | 71% | 56% | 41% |
| 2011 | 83% | 61% | 70% | 51% | 41% |
| 2012 | 84% | 64% | 70% | 47% | 35% |
| 2013 | 89%/75% | 70%/54% | 65%/53% | 61%/47% | 46%/33% |
| 2014 | 85%/75% | 62%/54% | 57%/51% | 58%/49% | 40%/34% |
| 2015 | 85%/74% | 66%/52% | 67%/53% | 59%/49% | 45%/35% |
| 2016* | 74%/60% | 53%/41% | 53%/41% | 53%/37% | 38%/25% |
| 2017* | 78%/59% | 61%/39% | 59%/42% | 57%/37% | 43%/25% |

District/State % College Ready (since 2013)

***=Years of Mandatory ACT Tests in the Junior Year**

National Trends:

This year's report shows that 60 percent of this year's graduating seniors took the ACT. That compares to 54 percent in 2013.

Key national findings from this year's report include:

- More than 2 million US high school graduates (2,030,038) took the ACT test.
- Among 2017 graduates, 39 percent met the ACT College Readiness Benchmarks in at least three of the four core subject areas tested (English, math, reading and science), indicating they have strong readiness for college coursework. This is up from 38 percent in 2016.
- The national average ACT Composite score for the 2017 graduating class rose to 21.0 compared to 20.8 last year.
- Underserved learners (low-income, minority, and/or first-generation college student(s) continue to struggle in terms of their achievement levels and readiness for college. Less than a fourth of graduates who qualify as underserved met or surpassed three or four of the ACT College Readiness Benchmarks, as compared to more than half of the ACT-tested graduates who are not underserved.

Germantown School District

Benefit Exploratory Group / Executive Summary

Purpose – A process designed to assist in achieving short- and long-term benefit goals. The strategic outline to employee benefits management is laid out below to provide the guiding principles and focus to establish:

1. An understanding of the district objectives and its relationship to benefits
2. An understanding of current benefit program strengths and weaknesses
3. An understanding of industry trends and external factors which influence its benefit plan
4. An understanding of the specific benefit needs and wants of the staff members and administration staff
5. Outlined categories to focus on methods for moving from the current state to the preferred future

Process – the committee completed a series of interrelated steps and activities designed to produce results the first year of implementation. We also started the groundwork for continuation of the process in subsequent years. The 2017 process included:

Phase 1: Discovery: Reviewed benefits strengths, weaknesses, opportunities and threats

Phase 2: Learning/education: Overviewed fundamentals of benefits, claims impact to premium, worksite benefits, options of plans for staff (tiered plan designs).

Phase 3: Next steps: Planning and setting course

- a. Building a plan
 - i. Set short-term (1-2 year) goals and strategies – 2018 renewals
 - ii. Set long-term (3-5 year) goals and strategies

Outcomes of Process

Scope: Health and welfare employee benefits three-year plan keeping in mind a five-year perspective.

2017 Priorities

- Solidified plan renewal with the cost to the employer staying status quo.
- Review HSA/HRA plan design as an option for upcoming education / consideration
- Offer multiple plan designs to employees
- Ongoing review of law updates for sake of compliance
- Expand employee communication efforts on current and upcoming areas of focus and change.
- Wellness strategies / initiatives: Coordinate wellness participation to aggressively control health costs (positively).



2018 Priorities

1. Wellness initiatives:
 - a. Coordinate wellness participation to aggressively control health costs (positively)
 - b. Discuss incentive for HRA/Annual Screenings
 - c. Participate in the Blue Zone Project with Dodge County
 - d. Continue gathering of clinic model information with Aurora Clinic
2. Plan design changes: Review in 2018 for 2019
 - a. Assess combination of High Deductible Plans with HRA / HSA options to see if it makes sense to all involved.
 - b. Stay under needed trend for sake of affordability (to staff, district and PPACA taxes)
 - c. Staff Survey on benefits
3. Contribution:
 - a. Determine best method for contribution differential for Health Assessment Communication:
 - b. Evaluate and benchmark benefits to best position district to attract and retain all generations.
 - c. Ongoing consumerism and education
4. Voluntary products – Further assess current accident / critical illness

Begin and Continue

1. Integrate wellness and disease management into benefit plan designs.
2. Develop strategies to reduce increases of healthcare costs with minimal plan design changes.
3. Review claims utilization to stay ahead of issues so we can continue to plan for upcoming renewals.

Years 2-3

1. Review contribution differential for Health Assessments (including spouses)
2. Continue to build more effective impact on claims via wellness
3. Focus on biometric based programs for best impact
4. More consumerism focused plan changes to be evaluated annually
5. Ongoing evaluation of wellness, plan designs, contribution and eligibility to protect and maintain competitive benefits program through the Healthcare Reform transitions.



Conclusion

The advisory group did a nice job of being open with their thoughts and perspectives. Most importantly, the realization took place that we are all in this together and that status quo is not an option for reasons outside of anyone's control. Therefore, we really need to keep constructively communicating on how best to approach the upcoming years to provide an attractive benefits package while keeping focus on how to attract and retain quality staff. Changes were made last year toward the journey. The real work of effective communication begins now.

District Committee Members:

- Jamie Cannestra
- Julie Cull
- Jon Van Aacken
- Sherry Jaeck
- Beth Dover
- Tom Wilcox
- Jon Stachowiak
- Mike Nowak
- Ric Ericksen

ABRC Facilitators:

- John Manthy, Benefits Consultant
- Suzie Kaiser, Benefits Consultant
- Beth Last, Account Executive



Germantown School District

HEALTH COVERAGE 2018 ALTERNATIVES

| Carrier | OPTION 1 \$3500 H.S.A Qualified | OPTION 2 Current-\$2,500 Traditional | OPTION 3 \$500 Traditional |
|--|------------------------------------|---|-------------------------------|
| Provider Network | Choice HMO | Choice HMO | Choice HMO |
| Deductible <i>Embedded or Non-Embedded</i> | Embedded | Embedded | Embedded |
| In-Network (Single / Family) | \$3,500 / \$7,000 | \$2,500 / \$5,000 | \$500 / \$1,000 |
| Out-of-Network (Single / Family) | N/A | N/A | N/A |
| Coinsurance | | | |
| In-Network | 100% | 80% | 90% |
| Out-of-Network | N/A | N/A | N/A |
| Out-of-Pocket Max | <i>Includes Deductible</i> | <i>Includes Deductible</i> | <i>Includes Deductible</i> |
| In-Network (Single / Family) | \$6,350 / \$12,700 | \$5,250 / \$10,500 | \$6,350 / \$12,700 |
| Out-of-Network (Single / Family) | N/A | N/A | N/A |
| Lifetime Maximum | Unlimited | Unlimited | Unlimited |
| Office Visits | | | |
| In-Network | Ded, 100% Coins | \$30 Copay | \$30 Copay |
| Out-of-Network | N/A | N/A | N/A |
| Specialist | | | |
| In-Network | Ded, 100% Coins | \$60 Copay | \$60 Copay |
| Out-of-Network | N/A | N/A | N/A |
| Lab, X-Ray Benefit | | | |
| In-Network | | | |
| Out-of-Network | | | |
| Routine/Preventive Care | | | |
| In-Network | 100% Coverage | 100% Coverage | 100% Coverage |
| Out-of-Network | N/A | N/A | N/A |
| Inpatient Hospital Services | | | |
| In-Network | Ded, 100% Coins | Ded, 80% Coins | Ded, 90% Coins |
| Out-of-Network | N/A | N/A | N/A |
| Outpatient Hospital Services | | | |
| In-Network | Ded, 100% Coins | Ded, 80% Coins | Ded, 90% Coins |
| Out-of-Network | N/A | N/A | N/A |
| Lab, X-Ray Benefit | | | |
| In-Network | | | |
| Out-of-Network | | | |
| Emergency Room | | | |
| In-Network | Ded, 100% Coins | \$250 Copay | \$250 Copay |
| Out-of-Network | | | |
| Lab, X-Ray Benefit | | | |
| In-Network | | | |
| Out-of-Network | | | |
| Prescription Drugs - Tier 1 / Tier 2 / Tier 3 | \$10 / \$35 / \$60 | \$10 / \$35 / \$60 | \$10 / \$35 / \$60 |
| Mail Order Prescription Drugs Tier 1 / Tier 2 / Tier 3 | \$25 / \$87.50 / \$150 | \$25 / \$87.50 / \$150 | \$25 / \$87.50 / \$150 |

Germantown School District - 3 Tier Funding - Assumes No Increase

2018 renewal funding options - Effective January 1, 2018

With Wellness Incentive

| | OPTION 1 | | | OPTION 2 | | | OPTION 3 | | |
|-----------------------------------|----------------|---------------|-----------------------|----------------|---------------|-----------------------|----------------|---------------|-----------------------|
| | Employee Count | Total Premium | Employee Monthly Cost | Employee Count | Total Premium | Employee Monthly Cost | Employee Count | Total Premium | Employee Monthly Cost |
| Single | 82 | \$642.10 | \$30.00 | 82 | \$779.36 | \$54.56 | 82 | \$863.42 | \$138.62 |
| Family | 230 | \$1,419.46 | \$66.00 | 230 | \$1,722.90 | \$120.60 | 230 | \$1,908.73 | \$306.43 |
| Annual Medical Plan Total: | 312 | \$4,549,536 | \$211,680 | 312 | \$5,522,100 | \$386,544 | 312 | \$6,117,696 | \$982,152 |
| | | | 4.65% | | | 7.00% | | | 16.05% |
| | | | 95.35% | | | 93.00% | | | 83.95% |

Without Wellness Incentive

| | \$3,500/\$7,000 100% HSA | | | \$2,500/\$5,000 Copay Plan | | | \$500/\$1,000 Copay Plan | | |
|-----------------------------------|--------------------------|---------------|-----------------------|----------------------------|---------------|-----------------------|--------------------------|---------------|-----------------------|
| | Employee Count | Total Premium | Employee Monthly Cost | Employee Count | Total Premium | Employee Monthly Cost | Employee Count | Total Premium | Employee Monthly Cost |
| Single | 82 | \$642.10 | \$80.90 | 82 | \$779.36 | \$98.20 | 82 | \$863.42 | \$182.26 |
| Family | 230 | \$1,419.46 | \$178.85 | 230 | \$1,722.90 | \$217.09 | 230 | \$1,908.73 | \$402.92 |
| Annual Medical Plan Total: | 312 | \$4,549,536 | \$573,228 | 312 | \$5,522,100 | \$695,796 | 312 | \$6,117,696 | \$1,291,404 |
| | | | 12.60% | | | 12.60% | | | 21.11% |
| | | | 87.40% | | | 87.40% | | | 78.89% |

| | | |
|---|---------|----------------------|
| ***HSA Funding for \$3500/\$7000 plan design | | Max Exposure |
| Singles | \$1,500 | 82 |
| Families | \$3,000 | 230 |
| | | \$ 813,000.00 |

| | |
|------------------------------------|------------------|
| Surplus from Current to HSA | |
| Current Employer Spend | \$5,135,556 |
| All Enrolled in HSA | \$4,337,856 |
| | \$797,700 |

Germantown School District - 3 Tier Funding - Assumes 3% Increase

2018 renewal funding options - Effective January 1, 2018

Wellness Incentive

OPTION 1

OPTION 2

OPTION 3

| | \$3,500/\$7,000 | | | **See H.S.A. recommendation below | | | \$2,500/\$5,000 Copay Plan | | | \$500/\$1,000 Copay Plan | | |
|----------------------------|-----------------|---------------|-----------------------|-----------------------------------|----------------|---------------|----------------------------|---------------|----------------|--------------------------|-----------------------|---------------|
| | Employee Count | Total Premium | Employee Monthly Cost | Employee Cost | Employee Count | Total Premium | Employee Monthly Cost | Employee Cost | Employee Count | Total Premium | Employee Monthly Cost | Employee Cost |
| Single | 82 | \$661.36 | \$35.00 | \$626.36 | 82 | \$802.74 | \$77.94 | \$724.80 | 82 | \$889.32 | \$164.52 | \$724.80 |
| Family | 230 | \$1,462.04 | \$75.00 | \$1,387.04 | 230 | \$1,774.59 | \$172.29 | \$1,602.30 | 230 | \$1,965.99 | \$363.69 | \$1,602.30 |
| Annual Medical Plan Total: | 312 | \$4,686,012 | \$241,440 | \$4,444,572 | 312 | \$5,687,760 | \$552,216 | \$5,135,556 | 312 | \$6,301,224 | \$1,165,668 | \$5,135,556 |
| | | | 5.15% | 94.85% | | | 9.71% | 90.29% | | | 18.50% | 81.50% |

Without Wellness

| | \$3,500/\$7,000 100% HSA | | | \$2,500/\$5,000 Copay Plan | | | \$500/\$1,000 Copay Plan | | | | | |
|----------------------------|--------------------------|---------------|-----------------------|----------------------------|----------------|---------------|--------------------------|---------------|----------------|---------------|-----------------------|---------------|
| | Employee Count | Total Premium | Employee Monthly Cost | Employee Cost | Employee Count | Total Premium | Employee Monthly Cost | Employee Cost | Employee Count | Total Premium | Employee Monthly Cost | Employee Cost |
| Single | 82 | \$661.36 | \$83.33 | \$578.03 | 82 | \$802.74 | \$101.15 | \$681.16 | 82 | \$889.32 | \$208.16 | \$681.16 |
| Family | 230 | \$1,462.04 | \$184.22 | \$1,277.82 | 230 | \$1,774.59 | \$223.60 | \$1,505.81 | 230 | \$1,965.99 | \$460.18 | \$1,505.81 |
| Annual Medical Plan Total: | 312 | \$4,686,012 | \$590,448 | \$4,095,564 | 312 | \$5,687,760 | \$716,664 | \$4,826,292 | 312 | \$6,301,224 | \$1,474,932 | \$4,826,292 |
| | | | 12.60% | 87.40% | | | 12.60% | 84.85% | | | 23.41% | 76.59% |

| ***HSA Funding for \$3500/\$7000 plan design | | Max Exposure |
|--|---------|---------------|
| Singles | \$1,250 | 82 |
| Families | \$2,500 | 230 |
| | | \$ 677,500.00 |

| Surplus from Current to HSA | |
|-----------------------------|------------------|
| Current Employer Spend | \$5,135,556 |
| All Enrolled in HSA | \$4,444,572 |
| | \$690,984 |

Germantown School District - 3 Tier Funding - Assumes 6% Increase

2018 renewal funding options - Effective January 1, 2018

With Wellness

OPTION 1

OPTION 2

OPTION 3

| | \$3,500/\$7,000 | | | **See H.S.A. recommendation below | | | \$2,500/\$5,000 Copay Plan | | | \$500/\$1,000 Copay Plan | | |
|-----------------------------------|-----------------|---------------|-----------------------|-----------------------------------|----------------|---------------|----------------------------|---------------|----------------|--------------------------|-----------------------|---------------|
| | Employee Count | Total Premium | Employee Monthly Cost | Employer Cost | Employee Count | Total Premium | Employee Monthly Cost | Employer Cost | Employee Count | Total Premium | Employee Monthly Cost | Employer Cost |
| Single | 82 | \$680.63 | \$35.00 | \$645.63 | 82 | \$826.12 | \$101.32 | \$724.80 | 82 | \$915.23 | \$190.43 | \$724.80 |
| Family | 230 | \$1,504.63 | \$75.00 | \$1,429.63 | 230 | \$1,826.27 | \$223.97 | \$1,602.30 | 230 | \$2,023.25 | \$420.95 | \$1,602.30 |
| Annual Medical Plan Total: | 312 | \$4,822,524 | \$241,440 | \$4,581,084 | 312 | \$5,853,408 | \$717,852 | \$5,135,556 | 312 | \$6,484,752 | \$1,349,208 | \$5,135,556 |
| | | | 5.01% | 94.99% | | | 12.26% | 87.74% | | | 20.81% | 79.19% |

Without Wellness

| | \$3,500/\$7,000 100% HSA | | | \$2,500/\$5,000 Copay Plan | | | \$500/\$1,000 Copay Plan | | | | | |
|-----------------------------------|--------------------------|---------------|-----------------------|----------------------------|----------------|---------------|--------------------------|---------------|----------------|---------------|-----------------------|---------------|
| | Employee Count | Total Premium | Employee Monthly Cost | Employer Cost | Employee Count | Total Premium | Employee Monthly Cost | Employer Cost | Employee Count | Total Premium | Employee Monthly Cost | Employer Cost |
| Single | 82 | \$680.63 | \$85.76 | \$594.87 | 82 | \$826.12 | \$104.09 | \$681.16 | 82 | \$915.23 | \$234.07 | \$681.16 |
| Family | 230 | \$1,504.63 | \$189.58 | \$1,315.05 | 230 | \$1,826.27 | \$230.11 | \$1,595.81 | 230 | \$2,023.25 | \$517.44 | \$1,505.81 |
| Annual Medical Plan Total: | 312 | \$4,822,524 | \$607,632 | \$4,214,892 | 312 | \$5,853,408 | \$737,532 | \$4,826,292 | 312 | \$6,484,752 | \$1,658,460 | \$4,826,292 |
| | | | 12.60% | 87.40% | | | 12.60% | 82.45% | | | 25.57% | 74.43% |

| | | |
|---|---------|----------------------|
| ***HSA Funding for \$3500/\$7000 plan design | | Max Exposure |
| Singles | \$1,000 | 82 |
| Families | \$2,000 | 230 |
| | | \$ 542,000.00 |

| | |
|------------------------------------|------------------|
| Surplus from Current to HSA | |
| Current Employer Spend | \$5,135,556 |
| All Enrolled in HSA | \$4,581,084 |
| | \$554,472 |

GERMANTOWN SCHOOL DISTRICT

| | | | |
|--------------|--------------------|-----------------------|--------------------|
| TO: | Board of Education | TOPIC: | Staff Handbooks |
| FROM: | Michael Nowak | BOARD MEETING: | September 11, 2017 |
| DATE: | September 6, 2017 | AGENDA ITEM: | VII.A. |

An initial draft of the Staff Handbook was presented at a meeting of the Personnel Committee on July 24, 2017. Subsequently, an internal review has occurred and revisions have been proposed to the Personnel Committee with consideration for district practices and procedures. We would like to provide an update on progress and set a timeline for final adoption. As previously mentioned, the Staff Handbook is organized with a main section for all employees and various supporting chapters for different employee groups within the district.

RECOMMENDATION: Consider possible revisions to Staff Handbook language and setting of a timeline for final adoption.

GERMANTOWN SCHOOL DISTRICT
Notes of August 29, 2017
\$84,000,000 Referendum Owners Meeting

Held at 4:00 p.m.
Germantown High School
CD Smith Construction Trailer
W180 N11501 River Lane
Germantown, WI 53022

1. Owners Group Present: Brian Medved, Mark Koenke, Jeff Holmes, Ric Ericksen, Don Erickson, Absent Excused: Bob Soderberg, Plunkett Raysich Architects (PRA) representatives Scott Kramer, Nick Kent, CD Smith Representatives Chris Meyer, Josh Rooker Guests: Joel Farren, Jack Klebesadel, Billie Jo Mohn
2. Kramer started the meeting at 4:00 p.m.
3. Kramer updated the Group regarding plan reviews still needed from the Village.
4. Kramer led discussions regarding the groundbreaking events taking place during the week. Confirmed what had been organized and that nothing at this point was needed from PRA. Holmes mentioned the agenda, who would be speaking, student involvement, Village representatives that were invited, potential dignitaries that were invited and media that was notified.
5. Holmes led discussions on the purchase of the MacArthur southeast property. The Bernier property is now owned by the Germantown School District. The second property is still in process of being purchased. Erickson discussed the potential needs to employ an environmental management consultant regarding any testing that would be needed prior to demolition. CD Smith discussed the process of demolition. Once the demolition has started, nothing can be salvaged because of the way it is being demolished. Ericksen & Holmes discussed contacting an attorney to verify testing needs prior to owning the second property. Holmes will contact Weisenberg to ask about testing needs prior to the closing date.
6. Ericksen led discussions on the documents received from the attorney to lease the adjacent high school property. Ericksen and Klebesadel will review again prior to bringing it to the Board of Education for final approval to lease the property. Discussion regarding any Village approvals that may be needed due to the change in condition that will be made to this property. CD Smith will check into the storage of the top soil from the grading that will take place. Discussions will continue in the future regarding the top soil.
7. Meyer led discussions regarding the summer school needs, and a meeting with Brenda O'Brien, Director of Teaching and Learning, accommodating summer school needs within the District, what space will be available and what spaces will not be available, the construction projects will work around the needs as best they can for summer school classes. Options of dates for summer school and brief discussion on locations for some classes. Future meetings will be scheduled for continued review of the summer school programs/schedule, before the schedule

goes to the Board of Education for approval.

8. Meyer led discussions regarding the process that is needed from the State of Wisconsin to request a late start for the 2018-2019 school year. Discussion on options of adjustment to minutes, holiday breaks being reduced, transportation issues, and professional development days, with discussion regarding a potential start date. Holmes is requesting that this topic be added to the September 11, 2017 Board of Education agenda. Holmes is also requesting that this topic be added to a future Leadership Team meeting agenda to discuss the options and decide a start date so that it can go to the Board for approval.
9. Brief discussion on where the high school staff will go during summer construction when work is being completed in their areas.
10. Meyer led discussion on the drone request, and what CD Smith can provide from the drones. Holmes mentioned the aerial photos that the District already has and what the drone could do after the completion of the projects. Ericksen asked if Meyer can give the Group a cost based off of the discussion of what and where the Group would like to see the drone. Meyer mentioned details on what is required to operate and the options of what they can provide with the drone. Meyer mentioned that they can provide the drone after completion of the projects as a time lapse, at no cost to the District, and that they would like to have the drone on District property, for the construction projects for historical documentation themselves.
11. Kramer led discussions on cafeteria tables, the construction that had to take place for the projects, potential issues with pocket tables in general, prior meeting with Juedes, Ericksen and Mohn, use of Fund 50, and the lack of space in the new cafeterias for the wall pocket areas. Discussion regarding consistency with all elementary buildings where new tables would be purchased for. Director of Food & Nutrition, Shelley Juedes previously requested that if new tables were purchased, she wanted them to be the same type and colors. Juedes also has a specific table type that she wants for any future purchases at the high school. The Owners Group agreed that new free standing cafeteria tables will be purchased for the three elementary schools that currently have pocket tables, Amy Belle, County Line, and Rockfield.
12. Brief discussion on what the District would like to see for dedication plaques at the completion of the projects. This discussion will be continued and the decision will be made by the Board of Education. Holmes will place this topic on a future Board of Education meeting agenda.
13. Kramer led discussion regarding signage at Germantown High School, what signs need kept, relocated and what signs are we waiting for. Discussion regarding the new student drive, exiting only, off of River Lane. Erickson led discussions regarding speed bumps and costs. Farren showed the Group where the speed bumps will be placed, why and the walkways. Discussion regarding speed bumps and clearing snow. Brief discussion regarding the back drive, buses, and extending some asphalt.
14. Meyer gave construction update, update regarding MacArthur property, Board walk thrus, bid results, brief discussion on vendor walk thrus, and the focus of bid results to be discussed at the next Owners Group meeting.

**BUILDING COMMITTEE
VIII.A.**

15. Holmes led discussions on the expectation of the written detailed update given to the Building Committee and the Board of Education that will be provided by CD Smith. Holmes confirmed that CD Smith is required to be present, once a month at the Board of Education meetings to address any questions from the Board of Education members. Discussion between Holmes and Medved that the report section that CD Smith needs to be present for, will be at the beginning of the Board agenda.
16. Holmes led discussion regarding site safety plans that are being put together. Meyer mentioned site safety plans for each site, emergency response plans, school deliveries, emergency contact numbers and other items that are going to be in the site handbooks. Meyer mentioned building egress plans that have been developed, now that the buildings are occupied. Meyer mentioned site safety and keeping traffic onto construction sites to a minimal. Construction area tours should be arranged. Brief discussion regarding fencing around the construction areas, and the protocol by CD Smith for locking these areas. Meyer mentioned organized construction site tours, as well as construction site tours for the Building Committee. Medved mentioned having Building Committee tours quarterly. Construction site tours will be placed on the next Building Committee agenda.
17. Kramer briefly discussed punchlists, how they will handle those, specifically mentioning the wire conduit that was placed on the new walls on the second floor at the high school. This was done because of a change order request by Marc Gabrysiak, Director of Technology, after the walls and wiring had been completed.
18. Next Owners Group meeting scheduled for Tuesday, September 12, 2017 at 4 p.m., at the Administration Building.
19. The meeting ended at 5:30 p.m.

GERMANTOWN SCHOOL DISTRICT

TO: Board Members

TOPIC: Donations

FROM: Jeff Holmes

BOARD MEETING: September 11, 2017

DATE: September 6, 2017

AGENDA ITEM: IX.A.

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

1. Accept the donation of a \$500 School Health Initiative Grant to Peter Schwantes for Kennedy Middle School from the American Cancer Society.
2. Accept the donation of a guitar and an electronic keyboard (value undetermined) from Sue Stieve to Lauren Schell's music class at Kennedy Middle School.

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

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Teacher Contracts

FROM: Mike Nowak

BOARD MEETING: September 11, 2017

DATE: September 6, 2017

AGENDA ITEM: IX. B.

The administration is recommending approval of the following regular contracts for the 2017-18 school year.

| Employee Assignment/Location | Rationale | FTE | Contract Type | Salary |
|---|---|------------|----------------------|---------------|
| Jodi Viera School Psychologist Rockfield Elementary School | Jodi is being recommended for this position as the result of a child-rearing leave. | .40 | Regular Part-time | \$24,461.00 |
| Shawn Burns Adaptive Physical Education Amy Belle and County Line Elementary Schools | Shawn is being recommended for this position as the result of a teacher resignation | 1.0 | Regular | \$64,978.00 |

RECOMMENDATION: Approve the .40 FTE regular / part-time contract for Jodi Viera at \$24,461.00 and the 1.0 FTE regular contract for Shawn Burns at \$64,978.00