

**GERMANTOWN SCHOOL DISTRICT**

**Notice of Personnel Committee Meeting**

July 24, 2017

5:15 p.m.

**Germantown School District Administration Building**

N104 W13840 Donges Bay Rd.

Germantown, WI 53022

**AGENDA**

**I. Meeting Called to Order**

**II. Roll Call**

**III. Agenda Revisions and Approval**

**IV. Approval of Minutes**

A. December 12, 2016

**V. New Business**

A. Discussion and possible action on proposed salary increases for co-curricular coaches and advisors.

B. Discussion and possible action on fall co-curricular contracts.

C. Discussion and possible action on Staff Handbooks.

**VI. Adjourn**

*Note: School Board members who are not members of the Building Committee may be present at this Building Committee meeting.*

## GERMANTOWN SCHOOL DISTRICT

**TO:** Personnel Committee                      **TOPIC:** Coaching Salaries  
**FROM:** Jack Klebesadel and Mike Nowak    **BOARD MEETING:** July 24, 2017  
**DATE:** July 20, 2017                      **AGENDA ITEM:** V.A.

The coaches and advisors information was tabled in February of 2017, but can still be useful regarding co-curricular pay.

The options below can still be considered for the 2017-18 school year. Option A is to keep status-quo, approve all co-curricular salaried contracts to be the same as last school year. Option B would be to round the high school contracts up to the nearest hundred dollars and round the middle school contracts down to the nearest hundred dollars. Option C would be to round all co-curricular contracts up to the nearest hundred dollars. The additional cost for 2017-18 for all listed District salaried co-curricular advisors and coaches would be about \$924 for option B; for option, C would be about \$4,125.

The personnel committee can then look at options for effectiveness and longevity pay during this coming school year with those pay options being approved for the 2019-2020 school year. (see attachment)

Salary for coaches and advisors (choose one of three options):

1. Option A, Stay status quo
2. Option B, roundup for high school, down for middle school, cost (see attachment)
3. Option C, roundup for both high school and middle school, cost (see attachment)

**RECOMMENDATION:** Will of the personnel committee.

Germantown School District

Activity	Weeks	\$34,815	10-11 Base	Students
<b>HIGH SCHOOL LEVEL ATHLETICS</b>				
Basketball - Boys' Head Coach	16-18	13%	\$ 4,525.95	47
Basketball - Girls' Head Coach	16-18	13%	\$ 4,525.95	44
Basketball - Boys' Assistant Coach	16-18	9%	\$ 3,133.35	
Basketball - Boys' Assistant Coach	16-18	9%	\$ 3,133.35	
Basketball - Girls' Assistant Coach	16-18	9%	\$ 3,133.35	
Basketball - Girls' Assistant Coach	9-11	9%	\$ 3,133.35	
Baseball - Head Coach	9-11	12%	\$ 4,177.80	49
Baseball - Assistant Coach	9-11	8%	\$ 2,785.20	
Baseball - Assistant Coach	9-11	8%	\$ 2,785.20	
Cross Country - Boys' Head Coach	10-11	10%	\$ 3,481.50	48
Cross Country - Girls' Head Coach	10-11	10%	\$ 3,481.50	
Cross Country - Boys' Assistant Coach	10-11	8%	\$ 2,785.20	44
Cross Country - Girls' Assistant Coach	10-11	8%	\$ 2,785.20	
Football - Head Coach	12-15	12%	\$ 4,177.80	159
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Football - Assistant Coach	12-15	8%	\$ 2,785.20	
Golf - Girls' Head Coach	9-11	9%	\$ 3,133.35	15
Golf - Boys' Head Coach	9-11	9%	\$ 3,133.35	54
Golf - Boys' Assistant Coach	9-11	7%	\$ 2,437.05	
Golf - Boys' Assistant Coach	9-11	7%	\$ 2,437.05	
Gymnastics - Head Coach	16-17	13%	\$ 4,525.95	18
Soccer - Boys' Head Coach	11-13	10%	\$ 3,481.50	58
Soccer - Girls' Head Coach	11-13	10%	\$ 3,481.50	52
Soccer - Boys' Assistant Coach	11-13	8%	\$ 2,785.20	
Soccer - Boys' Assistant Coach	11-13	8%	\$ 2,785.20	
Soccer - Girls' Assistant Coach	11-13	8%	\$ 2,785.20	
Soccer - Girls' Assistant Coach	11-13	8%	\$ 2,785.20	
Softball - Head Coach	10-12	10%	\$ 3,481.50	40
Softball - Assistant Coach	10-12	8%	\$ 2,785.20	
Softball - Assistant Coach	10-12	8%	\$ 2,785.20	
Swimming - Girls' Head Coach	13-14	12%	\$ 4,177.80	24
Swimming - Boys' Head Coach	13-14	12%	\$ 4,177.80	11
Swimming - Girls' Assistant Coach	13-14	8%	\$ 2,785.20	
Tennis - Girls' Head Coach	9-10	9%	\$ 3,133.35	36
Tennis - Boys' Head Coach	9-10	9%	\$ 3,133.35	47
Tennis - Girls' Assistant Coach	9-10	7%	\$ 2,437.05	
Tennis - Boys' Assistant Coach	9-10	7%	\$ 2,437.05	
Boys' Track Head Coach	12-13	12%	\$ 4,177.80	94
Boys' Track Assistant Coach	12-13	8%	\$ 2,785.20	
Boys' Track Assistant Coach	12-13	8%	\$ 2,785.20	
Boys' Track Assistant Coach	12-13	8%	\$ 2,785.20	
Girls' Track Head Coach	12-13	12%	\$ 4,177.80	65
Girls' Track Assistant Coach	12-13	8%	\$ 2,785.20	
Girls' Track Assistant Coach	12-13	8%	\$ 2,785.20	
Girls' Track Assistant Coach	12-13	8%	\$ 2,785.20	
Volleyball - Boys' Head Coach	11-13	10%	\$ 3,481.50	38
Volleyball - Boys' Head Coach	11-13	8%	\$ 2,785.20	
Volleyball - Girls' Head Coach	11-13	10%	\$ 3,481.50	43
Volleyball - Girls' Assistant Coach	11-13	8%	\$ 2,785.20	
Volleyball - Girls' Assistant Coach	11-13	8%	\$ 2,785.20	
Wrestling Head Coach	11-13	12%	\$ 4,177.80	46

Germantown School District

Activity		\$34,815	10-11 Base		
Wrestling - Assistant Coach	11-13	8%	\$	2,785.20	
Wrestling - Assistant Coach	11-13	8%	\$	2,785.20	
High School Athletics Sub-Total			\$	185,563.95	
<b>HIGH SCHOOL LEVEL CO-CURRICULAR</b>					
Marching Band Advisor		10%	\$	3,481.50	101
Marching Band Assistant Advisor		9%	\$	3,133.35	
Cheerleading Head Coach		10%	\$	3,481.50	20
Cheerleading - Assistant Coach		10%	\$	3,481.50	
Choir Advisor		8%	\$	2,785.20	52
Drama Production 1-Head Advisor		6%	\$	2,088.90	34
Drama 1 - Assistant		5%	\$	1,740.75	
Drama 2 - Assistant		5%	\$	1,740.75	
Drama 3 - Assistant		5%	\$	1,740.75	
Drama Production 2 -Head Advisor		6%	\$	2,088.90	
Drama 2 - Assistant		5%	\$	1,740.75	
Drama Assistant (Costuming)		5%	\$	1,740.75	
Variety Show Advisor		5%	\$	1,740.75	65
Forensics Advisor		7%	\$	2,437.05	15
Forensics Assistant Advisor		5%	\$	1,740.75	
Intramurals Coach		8%	\$	2,785.20	145
Pompons Coach		10%	\$	3,481.50	21
Student Council Advisor		5%	\$	1,740.75	86
Student Council Advisor		5%	\$	1,740.75	
DECA Advisor		7%	\$	2,437.05	80
DECA Assistant Advisor		5%	\$	1,740.75	
FBLA Advisor		7%	\$	2,437.05	150
FBLA Assistant Advisor		5%	\$	1,740.75	
Peer Listeners		6%	\$	2,088.90	
Weightlifting Coach		7%	\$	2,437.05	112
Varsity Club NOT used moved to GHS Student Coun		5%	\$	1,740.75	
VICA		5%	\$	1,740.75	40
Yearbook Advisor		12%	\$	4,177.80	
Yearbook - Assistant Advisor		7%	\$	2,437.05	
Destination ImagiNation Coach		4%	\$	1,392.60	35
Destination ImagiNation District Assistant		2%	\$	696.30	
<b>Approved Hours</b>					
Advisors-Gr 9 #1	40	\$16.50	\$	660.00	
Advisors-Gr 9 #2	40	\$16.50	\$	660.00	
Advisors-Gr 10 #1	50	\$16.50	\$	825.00	
Advisors-Gr 10 #2	50	\$16.50	\$	825.00	
Advisors-Gr 11 #1	70	\$16.50	\$	1,155.00	
Advisors-Gr 11 #2	70	\$16.50	\$	1,155.00	
Advisors-Gr 11 #3	20	\$16.50	\$	330.00	
Advisors-Gr 11 #4	20	\$16.50	\$	330.00	
Advisors-Gr 12 #1	70	\$16.50	\$	1,155.00	
Advisors-Gr 12 #2	70	\$16.50	\$	1,155.00	
French Honor Society	40	\$16.50	\$	660.00	10
German Club	40	\$16.50	\$	660.00	48
NHS	40	\$16.50	\$	660.00	147
NHS	40	\$16.50	\$	660.00	
Spanish Honor Society	40	\$16.50	\$	660.00	68
Strategists	70	\$16.50	\$	1,155.00	36
Key Club	100	\$16.50	\$	1,650.00	105
Math Club	40	\$16.50	\$	660.00	46
Battle Bots IQ	60	\$16.50	\$	990.00	18

Germantown School District

Activity	\$34,815	10-11 Base	
Battle Bots IQ	69	\$16.50	\$ 1,138.50
Environmental Club	40	\$16.50	\$ 660.00      52
Emerging Women	40	\$16.50	\$ 660.00      49
Cup O Controversy	40	\$16.50	\$ 660.00      65
High School Co-Curricular Sub-Total			\$ 89,101.65
<b>HIGH SCHOOL GRAND TOTAL</b>			<b>\$ 274,665.60</b>
<b>MIDDLE SCHOOL ATHLETICS</b>			
	Approx. Hours		
Cross Country Coach	250	7%	\$ 2,437.05      38
Cross Country Coach	250	7%	\$ 2,437.05
Track	250	7%	\$ 2,437.05      80
Track	250	7%	\$ 2,437.05
Track	250	7%	\$ 2,437.05
Track	250	7%	\$ 2,437.05
Basketball - Girls' Coach	250	8%	\$ 2,785.20      16
Basketball - Girls' Coach	250	8%	\$ 2,785.20      17
Basketball - Boys' Coach	250	8%	\$ 2,785.20      25
Basketball - Boys' Coach	250	8%	\$ 2,785.20      15
Wrestling Coach	200	7%	\$ 2,437.05      35
Wrestling Coach	200	7%	\$ 2,437.05
Volleyball Coach	200	7%	\$ 2,437.05      38
Volleyball Coach	200	7%	\$ 2,437.05
Middle School Athletics Sub Total			\$ 35,511.30
<b>MIDDLE SCHOOL CO-CURRICULAR</b>			
Yearbook - Advisor		7%	\$ 2,437.05      52
Yearbook - Assistant Advisor		4%	\$ 1,392.60
Band Advisor		7%	\$ 2,437.05      86
Band Advisor		7%	\$ 2,437.05
Chorus		7%	\$ 2,437.05      37
Cheerleading Coach		4%	\$ 1,392.60      17
Cheerleading Coach		4%	\$ 1,392.60
Dramatics - Advisor		7%	\$ 2,437.05      84
Dramatics - Assistant Advisor		5%	\$ 1,740.75
Forensics - Head Coach		7%	\$ 2,437.05      28
Forensics - Assistant Coach		5%	\$ 1,740.75
Forensics - Assistant Coach		5%	\$ 1,740.75
Forensics - Assistant Coach		5%	\$ 1,740.75
Newspaper - Co-Advisor		6%	\$ 2,088.90
Newspaper - Co-Advisor		6%	\$ 2,088.90
Destination ImagiNation Coach		4%	\$ 1,392.60
Student Council Advisor		6%	\$ 2,088.90      74
Student Council Advisor		6%	\$ 2,088.90
Variety Show Advisor		5.0%	\$ 1,740.75      102
	Approved Hours		
Making Connections Advisors	50	\$16.50	\$ 825.00
Making Connections Advisors	50	\$16.50	\$ 825.00
Making Connections Advisors	40	\$16.50	\$ 660.00
Ski Club	24	\$16.50	\$ 396.00      90
Ski Club	24	\$16.50	\$ 396.00
Ski Club	24	\$16.50	\$ 396.00
Middle School Co-Curricular Sub Total			\$ 40,750.05
<b>MIDDLE SCHOOL GRAND TOTAL</b>			<b>\$ 76,261.35</b>
<b>ELEMENTARY</b>			
Destination ImagiNation		4%	\$ 1,392.60
Destination ImagiNation Coach		4%	\$ 1,392.60
Destination ImagiNation Coach		4%	\$ 1,392.60

Germantown School District

Activity	\$34,815	10-11 Base
Destination ImagiNation Coach	4%	\$ 1,392.60
Destination ImagiNation Volunteer	\$250 each	
ELEMENTARY SCHOOL TOTAL		\$ 5,570.40
GRAND TOTALS (ALL DISTRICT)		\$ 356,497.35

**GERMANTOWN SCHOOL DISTRICT**

**TO:** Personnel Committee                      **TOPIC:** Coaching Contracts  
**FROM:** Jack Klebesadel and Mike Nowak      **BOARD MEETING:** July 24, 2017  
**DATE:** July 20, 2017                      **AGENDA ITEM:** V.B.

The Director of Student Activities is requesting approval to issue the attached co-curricular contracts for Germantown High School and Kennedy Middle School for the Fall Season only. The remainder of the co-curricular contracts will be requested later once the school year begins. No new or additional contracts are being requested for this season, same as last school year. Personnel Committee may have other pay options.

(Contracts for new and existing employees will not be issued until appropriate forms have been received and background checks have been completed.)

**Recommendation:** Will of the personnel committee.

Germantown School District

Fall Activities that start before school			\$34,815		Base Cost		
HIGH SCHOOL LEVEL ATHLETICS	Name				Weeks	Students	
Cross Country - Boys' Head Coach	Harris Jones	GT	10%	\$ 3,481.50	10-11	48	
Cross Country - Girls' Head Coach	Nancy Pietrowiak	DS	10%	\$ 3,481.50	10-11		
Cross Country - Boys' Assistant Coach	Nicholas Foti	CR	8%	\$ 2,785.20	10-11	44	
Cross Country - Girls' Assistant Coach	Robert Wehner	CR	8%	\$ 2,785.20	10-11		
Football - Head Coach	Jake Davis	GT	12%	\$ 4,177.80	12-15	159	
Football - Assistant Coach	David Branske	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Michael Pfeiffer	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Jason Baumann	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Todd Krupicka	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Steven Tennies	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Jonathan Davis	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Robert Fliss	GT	8%	\$ 2,785.20	12-15		
Football - Assistant Coach	Brian Beaman	GT	8%	\$ 2,785.20	12-15		
Golf - Girls' Head Coach	Thomas Kujawa	GT	9%	\$ 3,133.35	9-11	15	
Golf - Girls' Co-Assistant	Jennifer Catalano	GT	2%	\$ 696.30			
Golf - Girls' Co-Assistant	Lori Enders	CR	5%	\$ 1,740.75			
Soccer - Boys' Int. Co- Head Coach	Erik Knudson	CR	9%	\$ 3,133.35	11-13	52	
Soccer - Boys' Int. Co- Head Coach	Robert Huss	CR	9%	\$ 3,133.35	11-13		
Soccer - Boys' Assistant Coach	TBD	C	8%	\$ 2,785.20	11-13		
Swimming - Girls' Head Coach	Lori Bruss	CR	12%	\$ 4,177.80	13-14	24	
Swimming - Girls' Assistant	Tim Damico	CR	8%	\$ 2,785.20			
Tennis - Girls' Head Coach	Vincent Daniels	GT	9%	\$ 3,133.35	9-10	36	
Tennis - Girls' Assistant Coach	Michael Kolz	CR	7%	\$ 2,437.05			
Volleyball - Boys' Head Coach	Brian Rushmer	C	10%	\$ 3,481.50	11-13	38	
Volleyball - Boys' Assistant Coach	Blake Janz	C	8%	\$ 2,785.20	11-13		
Volleyball - Boys' Assistant Coach	Matthew Schultz	C	8%	\$ 2,785.20			
Volleyball - Girls' Head Coach	Ted Gollakner	C	10%	\$ 3,481.50	11-13	43	
Volleyball - Girls' Assistant Coach	Sara Voigt	CR	8%	\$ 2,785.20	11-13		
Volleyball - Girls' Assistant Coach	Lindsay Baranowski	GT	8%	\$ 2,785.20	11-13		
High School Athletics Sub-Total				\$ 84,252.30			
<b>HIGH SCHOOL LEVEL CO-CURRICULAR</b>							
Cheerleading Coach	Brianna Burgess	C	10%	\$ 3,481.50	9 mth	25	
Cheerleading Coach - Assistant	TBD	C	10%	\$ 3,481.50	9 mth		
GHS Band Advisor	Jonathan Bell	GT	10%	\$ 3,481.50	9 mth	100+	
GHS Band Advisor - Assistant	Andrew Stone	GT	9%	\$ 3,133.35	9 mth		
Pompons Coach	Chelsea Hammett	DT	10%	\$ 3,481.50	9 mth	21	
Yearbook Advisor	Andy Kavanaugh	GT	12%	\$ 4,177.80	sch yr		
Yearbook - Assistant Advisor	Diane Seramur	GT	7%	\$ 2,437.05	sch yr		
High School Co-Curricular Sub-Total				\$ 10,096.35			
High School GRAND TOTAL				\$ 94,348.65			
<b>MIDDLE SCHOOL ATHLETICS</b>					<b>Approx. Hours</b>		
Cross Country Coach	Christina McCutcheon	DT	7%	\$ 2,437.05	250	38	
Cross Country Coach	Ben Schuh	DT	7%	\$ 2,437.05			
Cross Country Coach	Jared Foerch	DT	7%	\$ 2,437.05	250	38	
Middle School Athletics Sub Total				\$ 7,311.15			
<b>GRAND TOTALS (ALL DISTRICT)</b>				\$ 101,659.80			
GT - GHS Teacher, GS GHS Staff							
DT - District Teacher, DS District Staff							
CR - GSC resident							



**GERMANTOWN SCHOOL DISTRICT**

**TO:** Personnel Committee                      **TOPIC:** Staff Handbooks  
**FROM:** Michael Nowak                      **BOARD MEETING:** July 24, 2017  
**DATE:** July 20, 2017                      **AGENDA ITEM:** V.C.

An initial draft of the Staff Handbook is being presented to the Personnel Committee for review and consideration for adoption. The Staff Handbook is organized with a main section for all employees and various supporting chapters for different employee groups within the district.

**RECOMMENDATION:** The will of the Personnel Committee.