

GERMANTOWN SCHOOL DISTRICT

Notice of Finance Committee Meeting

May 21 , 2018

6:15 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. Approve Minutes

A. April 30, 2018 Meeting Date

V. Consent - Review & Discuss

A. May Vouchers

VI. Unfinished Business – Discussion with Appropriate Action

A. Operational Cost Analysis of Additional/Remodeled Building & Sites

VII. New Business – Discussion with Appropriate Action

A. Monthly Purchase Requests Exceeding \$15,000 & Purchasing/Project Bid Results

B. 2018/2019 Budget

VIII. Reports

A. Voucher(s): Follow Up

B. Monthly Financial Reports

1. General Report(s)

C. General Financial, Updates & Other Reports

1. Swim Club & Performing Arts Partnerships

IX. Adjourn

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

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: IV.A. – Approve Minutes: April 30, 2018 Meeting Date

ATTACHEMENTS: See next page(s).

RECOMMENDATION: Approved as presented.

GERMANTOWN SCHOOL DISTRICT
Minutes of the Finance Committee Meeting
April 30, 2018

1. The meeting of the Finance Committee was called to order by Michael Loth at 6:00 p.m. in the District Office Board Room.
2. Finance Committee Members Present: Loth, Barney, Borden and Ex-Officio member Board President Soderberg. Director of Business Ric Ericksen was present as well as Superintendent of Schools Jeff Holmes.
3. Motion by Barney, second by Borden to approve the agenda. Motion carried.
4. Motion by Borden, second by Barney to approve the March 26, 2018 Finance Committee meeting minutes. Motion carried.
5. American Deposit Management provided a monthly activity report including economy updates, probably Federal rate increases, and a monthly snapshot of district funds.
6. Motion by Barney, second by Borden to approve payment of claims of vouchers for April 2018. Motion carried (Borden abstained).
7. The Finance Committee continued discussion and reviewed data regarding costs for Village Park and Rec facility usage. Ric Ericksen provided information from other school districts with respect to their agreements with their community Park and Rec departments. The committee discussed fees and unlimited use and revising the Intergovernmental Agreement which expires in August of 2018. The Building Committee will address the costs of heating, cooling, and electricity and renewal of the Agreement before presenting to the Board for approval.
8. The committee discussed co-curricular and student organization protocols and processes and the need for greater transparency and oversight of these areas.
9. The committee discussed development of the 2018-2019 budget and tax levy. Ric Ericksen will have the first detail budget draft ready for the May 21, 2018 Board meeting.
10. Ric Ericksen provided information regarding comparisons of costs relative to state competitions between DI, DECA, FBLA, and Skills USA. Jeff Holmes stated future discussions will take place regarding the equity of funding of the groups.
11. Jeff Holmes updated the committee on the progress of Swim Club and the new Performing Arts Center partnerships.
12. Motion by Barney, second by Borden to adjourn. Motion carried.
13. The Finance Committee adjourned at 7:10 p.m.

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: V.A. – Consent of Vouchers: **Review & Discuss**

Vouchers List(s)

Review monthly bills and voucher payments.

Only the FC needs to consent and approve monthly vouchers. Based on policy, it does not go to the full Board of Education.

The report has been posted at the district's web site Finance Committee link.

ATTACHEMENT(S): None

RECOMMENDATION: Consent to Payment of Claims as presented & reviewed.

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: VI.A. – **Operational Cost Analysis of Additional/Remodeled Building and Sites**

Custodial & Maintenance Analysis

Please refer to the October, November, January, March, & April Finance Committee background for previous information.

Director of Buildings & Grounds, Mr. Don Erickson re-worked a comprehensive report that includes various square footage analysis, relative cleaning service levels, survey data, & a proposed/anticipated custodial staffing beginning the 2018/2019 school year. Information contained in this report was, in part, received from his metro-group.

In addition, informal discussions have begun with several cleanings services to ascertain their level of expertise relative to general custodial cleaning services and specialty area cleaning services, such as the pool & performing art center.

In addition, Don and others have met with their Menomonee Falls counterparts to review the cleaning and maintenance services that they provide and how assignments are determined. Essential, Menomonee Falls made determinations using a “time-study” analysis.

Mr. Erickson will be reporting tonight.

ATTACHEMENTS: Analysis

RECOMMENDATION: none

<u>Building Information</u>	<u>Existing Sq.ft.</u>	<u>Additions</u>	<u>Total Sq.Ft.</u>
Germantown High School	278,425	114,814	393,239
Kennedy Middle School	182,991	7,739	190,730
Amy Belle	44,857	0	44,857
County Line	54,610	11,384	65,994
MacArthur	50,481	17,232	67,713
Rockfield	60,542	4,115	64,657
Administration Building	11,871	0	11,871
Total	683,777	155,284	839,061

CUSTODIAL STAFFING:

Proposed staffing levels with 6.75 Full Time Equivalent (FTE) additional custodial staff:

- 5 FTE for Germantown High School. Includes 4 for additional cleaning, .5 FTE custodian to assist with duties during the school day and .5 FTE Head Custodian time for non-cleaning duties.
- Kennedy Middle School would require a .625 FTE (5 hours) for the additional space added to the school.
- Amy Belle will remain the same.
- County Line .5 FTE (4 hours).
- MacArthur .625 FTE (5 hours).
- Rockfield would remain for the 4,115 additional square feet.

The chart below shows the square feet a full time equivalent custodian cleans. The proposed staffing has all elementary schools close to the same area. An elementary school requires the smaller areas due to the furniture and classroom carpets. Germantown High School has a decrease of 1,603 sq.ft. to help keep the building clean during high use events. Kennedy Middle School decreases by 2,131 sq.ft. bringing the school closer to the other building areas allowing for the extra setups and evening use of the building.

	GHS	KMS	AB	CL	Mac	Rock	Admin	Total Average
Exisitng Sq.ft. Per FTE Cust.	33,626	33,271	25,633	24,271	25,241	24,217	37,987	30,690.17
Proposed Sq.ft. Per FTE Cust.	32,023	31,140	25,633	25,141	25,795	25,863	37,987	30,068.48
Difference	-1,603	-2,131	0	869	555	1,646	0	-622
No Additional Staff	34,862	33,170	25,633	29,331	33,857	25,863	37,987	35,659

The staffing recommendation shown above is, in part, based on the following:

The U.S. Department of Education establishes benchmarks for how many building square feet can be assigned to one properly supplied custodian in an 8 hour shift in order to meet specified levels of cleanliness.viii This scale specifies benchmarks for:

- 1) *Spotless cleaning – 10,000 to 11,000 square feet*
- 2) *Intensive cleaning – 18,000 to 20,000 square feet*
- 3) *Cleaning required to ensure the health and comfort of building users – 28,000 to 31,000 square feet*
- 4) *Cleaning not generally acceptable for a school environment – 45,000 to 50,000 square feet*
- 5) *Cleaning that is not considered healthy – 85,000 to 90,000 square feet*

CUSTODIAL STAFFING continued ...

Area Survey:

What district are you responding from?	What is the average square footage of a custodial run at your elementary schools?	What is the average square footage of a custodial run at your Middle schools?	What is the average square footage of a custodial run at your High Schools?
Brookfield Academy	15,000	20,000	25,000
Muskego	32,000	30,000	29,000
Germantown	24,840	33,271	30,664
Nicolet	n/a	n/a	57,000
Palmyra-Eagle Area Schools	33,765	43,281	43,281
Milwaukee	0 - 100,00	100,001 - 300,000	100,001 - 300,000+
Oconomowoc Area School District	31,614	36,448	47,402
Pewaukee	30-32,000 sq ft per FTE	36-39,000 sq ft per FTE	36-39,000 sq ft per FTE

Work continues on options for the custodial staffing including collaborative cleaning and out sourcing the cleaning at Germantown High School.

MAINTENANCE STAFFING:

Recommended additional maintenance personnel based on additional new equipment and square footage of facilities:

Presently there is 1 FTE maintenance at GHS and KMS with a District maintenance helper. The chart below shows square feet with the addition of 1 FTE to GHS and the District. The maintenance helper will be used in all buildings as needed. This a semi-skilled position which primarily performs minor plumbing and electrical work such as changing ballast, switches and outlets in addition to assisting the day custodians with lite maintenance.

	GHS	KMS	District
Exiting Sq.ft. Per FTE Maint.	278,425	182,991	222,361*
Proposed 2 Additional FTE Maint.	196,620	190,730	127,546*

*Includes District Maintenance Helper

Minimum recommendation add a District position and reassign existing positions to distribute the maintenance coverage evenly to all buildings.

	GHS	KMS	District
Exiting Sq.ft. Per FTE Maint.	278,425	182,991	222,361*
Proposed 1 Additional FTE Distirct	196,620		222,911*

*Includes District Maintenance Helper

OPERATIONAL COST ANALYSIS:

Chart is based on 5 year average increased by the percentage of additional square footage (22.71% total). Actual costs will vary with the addition of air conditioning, building use, and high energy cost areas such as pool, performing art center, and field house. Air conditioning is being added to the gyms and tech ed areas at GHS, most of KMS, and all elementary cafeterias. All Additions also have air conditioning. Some budgets may remain equal or decrease with the use of low maintenance materials. Chemicals needed for the pool have *not been added to the the figures below*. Utility charges do not include any increases due to higher peak load.

	GHS	KMS	Amy Belle	County Line	MacArthur	Rockfield	Total
Existing Operational 5 yr average	\$601,435.00	\$420,323.00	\$114,819.00	\$178,743.00	\$123,564.00	\$117,023.00	\$1,555,907.00
Operational Budget Based on sq.ft.	\$849,466.79	\$438,102.66	\$114,819.00	\$216,010.92	\$165,748.75	\$124,980.56	\$1,909,128.69
Difference	\$248,031.79	\$17,779.66	\$0.00	\$37,267.92	\$42,184.75	\$7,957.56	\$353,221.69

Analysis continues on cost impacts for labor and supplies and will be adjusted based on use of the new spaces.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Purchases Over \$15,000
FROM: Don Erickson **BOARD MEETING:** May 21, 2018
 Ric Ericksen
DATE: May 16, 2018 **AGENDA ITEM:**

FC Date: May 21, 2018
FC Agenda Item(s): VII. A.

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

\$20,313.30: Buildings & Grounds - Scrubbers

Recommendation to the Board of Education and Finance Committee:

Bring forward to the Board of Education with a positive recommendation to purchase the 6 Scrubbers for all schools from Veritiv for an amount not to exceed \$20,313.30 as presented and charge to the appropriate accounts in the buildings & grounds general fund budget.

Background:

The I-mops are used to clean bathroom and locker room floors. The machines reduce cleaning time and significantly improve cleanliness. The units have been tested at GHS with exceptional results.

Please see attached quotes.



**FACILITY MAINTENANCE SOLUTIONS
AND SUPPORT SERVICES**

Tartan Supply Co, Inc.

3250 N. 126th St.
Brookfield, WI 53005
(262) 781-2770
FAX: (262) 781-2208

Quotation

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Germantown School District
N104 W13840 Donges Bay Road


Germantown WI 53022-4499

Date 3-May-2018 Valid Until

Salesman DBCT Quote 390418
Terms C.O.D.

Merch Total	\$18,240.58
Taxable Sales	\$0.00
Tax	\$0.00
	\$0.00
Ship/Handling	\$9.00
Ppd Deposit	\$0.00
Total	\$18,249.58

Description	Item Code	Quantity	Price	Amount
Scrubber: i-mop XL Lithium Ion Disk, 18.1" Cleaning Path S/N:	1231845	1	3,495.00	\$3,495.00
Scrubber: i-mop XL Lithium Ion Disk, 18.1" Cleaning Path S/N:	1231845	1	3,495.00	\$3,495.00
Scrubber: i-mop XL Lithium Ion Disk, 18.1" Cleaning Path S/N:	1231845	1	3,495.00	\$3,495.00
Scrubber: i-mop XL Lithium Ion Disk, 18.1" Cleaning Path S/N:	1231845	1	3,495.00	\$3,495.00
Scrubber: i-mop XL Lithium Ion Disk, 18.1" Cleaning Path S/N:	1231845	1	3,495.00	\$3,495.00
BATTERY SET, i-MOP XL LITHIUM ION	TE1232100	1	765.58	\$765.58

		
Germantown Schools		
Attn: Billie Jo Mohn		
RE: Equipment Quote		
1 Mop XL Disk Scrubber WITH 2 BATTERIES #1231845 # 10927324	\$ 3,385.55 ea	
1 Mop XL Disk Scrubber with 4 batteries #9816402	\$ 3,890.84 ea	
Thank you		

Elem (4)

KMS (2)



SAN-A-CARE, Inc.
W223 N605 Saratoga Dr (53186)
P.O. Box 4250
Waukesha, WI 53187-4250
(262) 521-9500
(262) 521-9592

Quotation
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GERMANTOWN SCHOOL DISTRICT
N104 W13840 DONGES BAY RD

GERMANTOWN WI 53022-4430

Date 3-May-2018 Valid Until

Salesman 2 Quote 464071
Terms Net 30

Merch Total	\$38,191.40
Taxable Sales	\$0.00
Tax	\$0.00
	\$0.00
Ship/Handling	\$0.00
Ppd Deposit	\$0.00
Total	\$38,191.40

Description	Item Code	Quantity	Price	Amount
I-Mop LX 18" Disk Scrubber S/N: *****	30101539EACH	5	3,478.00	\$17,390.00
OPTION				
I-Mop LX 18" Disk Scrubber 2 Sets of Batteries S/N:	30101538EACH	5	4,160.28	\$20,801.40

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: VII.B. – 2018/2019 Budget

Please refer to the March & April Finance Committee background for previous information.

Some Updates:

1. The attached demonstrates how legislative action can shift “general state aid” away from some districts to others, unless new state revenue sources are available.
2. Don Erickson is working on the safety grant. There are some key stipulations (strings attached) that may make it challenging to make use of the grant.
3. Mac Parking Project Accumulated Costs

Item	Funding Source	Booked Amount in General Ledger
Land Purchase	Fund 10 – Proceeds from Sale of Donges Bay	\$425,467 (Final)
Legal	Fund 10 – Proceeds from Sale of Donges Bay	TBD
Surveying/Site Engineering	Fund 41	\$9,000 (current charges) (\$17,950 allocated)
Demo and Environmental	Fund 10 – Proceeds from Sale of Donges Bay	TBD

4. Amy Belle Expansion

Item	Funding Source	Booked Amount in General Ledger
Land Purchase	Fund 10 – Fund Balance	\$172,500 (Final)
Legal	Fund 10 – Fund Balance	TBD
Surveying/Site Engineering	Fund 10 – Fund Balance	TBD
Appraisal	Fund 10 – Fund Balance	\$1,950
Construction	Fund 10 – Fund Balance	TBD

5. GHS Tech Education Equipment – As reported to the Owner’s Group 5/14/2018

Item	Funding Source	Booked Amount in General Ledger
FAB Lab	Fund 10 – Fund Balance	\$156,327
Automotive	Fund 10 – Fund Balance	\$88,837
Manufacturing	Fund 10 – Fund Balance	\$581,190
PLTW	Fund 10 – Fund Balance	\$124,200
Woods	Fund 10 – Fund Balance	\$91,433
Metals	Fund 10 – Fund Balance	\$5,339
Welding	Fund 10 – Fund Balance	\$75,933
	Total	\$1,123,259
Pledges	Will be deposited in Fund 10	\$51,495
<i>Current Anticipated General</i>	<i>Fund 10 – Fund Balance Impact</i>	<i>\$1,071,764</i>

ATTACHMENT(S): State/DPI report on budget.

RECOMMENDATION: None.

Date: May 15, 2018
To: District Administrators
From: Mike Thompson, PhD, Deputy State Superintendent
Subject: 2017-18 Enacted Legislation Affecting Schools

The last general business floor-period of the 2017-18 legislative session ended on March 22, 2018. Below is a summary of selected key education-related bills that were enacted in this session, along with links to the text of each act and available Legislative Council summary memos. For a more complete summary of bills that impacted education during the 2017-18 session, please refer to [DPI's legislation page \[http://dpi.wi.gov/policy-budget/legislation/current\]](http://dpi.wi.gov/policy-budget/legislation/current).

SCHOOL FINANCE

2017 ACT 141: *Sparsity aid, the low-revenue limit ceiling for school districts*

<https://docs.legis.wisconsin.gov/2017/related/acts/141>

[Act Memo](#)

(Enacted 3/12/18, published 3/13/18, first effective as of 3/14/18)

Sparsity Aid Provisions

Act 141 increases the sparsity aid payment for eligible school districts to \$400 per pupil, beginning in the 2018-19 school year.

Low Revenue Limit Adjustment Provisions

Act 141 **increases** the threshold to utilize the low revenue adjustment to \$9,400 beginning in the 2018-19 school year, and **increases** the low revenue threshold by \$100 each school year thereafter, until it reaches \$9,800 in the 2022-23 school year.

This Act **limits** a school district's authority to utilize the low revenue adjustment under the following circumstances:

- If a school district attempted and failed to pass a referendum to exceed its revenue limit in the 2015-16, 2016-17, or 2017-18 school year, then the applicable low revenue ceiling is set at \$9,100 for the three school years following the school year during which the referendum was held.
- If a school district attempts and fails to pass a referendum to exceed its revenue limit in the 2018-19 school year or in any school year thereafter, then, for the three school years following the school year during which the referendum was held, the applicable low revenue

ceiling will be set at the statutory amount for the school year during which the referendum was held.

The Act provides the **following exceptions** to the revenue ceiling limitations outlined above:

- If a school district that is limited to a \$9,100 low revenue ceiling based on a failed referendum in the 2015-16, 2016-17, or 2017-18 school year, subsequently passed or passes a referendum to exceed its revenue limit in the 2015-16, 2016-17, 2017-18, or 2018-19 school year, then the \$9,100 low revenue ceiling limitation does not apply to that school district.
- If a school district that is subject to a revenue ceiling limitation based on a failed referendum in any school year subsequently passes a referendum to exceed its revenue limit during its three-year period of limitation, then, beginning in the school year immediately following the school year during which the referendum was held, the school district's revenue ceiling is the statutory amount for that school year.
- A school district that is subject to a revenue ceiling limitation in the 2018-19, 2019-20, or 2020-21 school year may seek approval from the electorate, via referendum, to set its revenue ceiling at the statutory amount for one or more of those school years. Such a referendum must be scheduled at the regularly scheduled spring primary, election, partisan primary, or general election.
- The revenue ceiling limitation does not apply to a school district that failed to pass a referendum in the 2017-18 school year if, at the same election, the electorate rejected both a referendum to exceed the revenue limit and a referendum to issue general obligation bonds for the purpose of constructing a new school building.

2017 ACT 151: *Summer school and interim session classes.*

<https://docs.legis.wisconsin.gov/2017/related/acts/151>; [Act Memo](#)

(Enacted 3/28/18, published 3/29/18, first effective as of 3/30/18)

2017 Wisconsin Act 151 **expands** the online summer school or interim classes that qualify for state aid to include any class that the school board determines would fulfill a high school graduation requirement, including a class in health education.

GRANT PROGRAMS

2017 ACT 143: *School safety; remedial language changes (suggested by DPI)*

<https://docs.legis.wisconsin.gov/2017/related/acts/143>; [Act Memo](#)

(Enacted 3/26/18, published 3/27/18, first effective as of 3/28/18)

School Safety Provisions – note that the information below is a summary of the Act. School districts, independent charter schools, private schools, and tribal schools are ***strongly encouraged*** to refer to Act 143 or the Act Memo (links above) for additional information.

Act 143 **creates** an **Office of School Safety** within the Department of Justice (DOJ), establishes school safety grants, makes changes related to school safety plans, and requires mandatory

reporting of threats of school violence. The Act tasks the Office of School Safety with creating model practices for school safety; compiling school blueprints and geographic information system (GIS) maps; and offering training to school staff on school safety.

The Act creates school safety grants and provides \$100 million for this purpose. The Act requires DOJ to award the grants for expenditures related to improving school safety and to accept grant applications from public school districts, independent charter schools, private schools, and tribal schools.

Until the formal grant application is finalized, interested school districts and schools may submit a short letter of interest to the DOJ at schoolsafety@doj.state.wi.us, identifying the following information:

- A single point of contact for the school along with contact information;
- The type of school safety project to be implemented;
- The name of the law enforcement agency that will review and approve the project;
- An approximate dollar amount requested under the grant;
- Whether the project could be in place for the beginning of the 2018-19 school year; and When the school or district will be in a position to submit a fully developed application and plan for the project.

Act 143 also **requires** every school board, governing body of a private school, and operator of a charter school to provide **blueprints of each school building and facility** to the Office of School Safety, and to local law enforcement agencies, by **July 1, 2018**. Additionally, every school board and governing body of a private school is also **required** to file by **January 1, 2019**, and before **each January 1 thereafter**, the following with the Office of School Safety:

- A copy of its school safety plan.
- The date of the required annual safety drill or drills held during the previous year.
- Certification that the school board or governing body reviewed a required written evaluation of the drill or drills.
- The date of the most recent school training on school safety and the number of attendees.
- The most recent date on which the school board or governing body consulted with a local law enforcement agency to conduct required, on-site safety assessments.

2017 ACT 300: *Supplemental aid for school districts with a large area.*

<https://docs.legis.wisconsin.gov/2017/related/acts/300>; [Act Memo](#)

(Enacted 4/16/18, published 4/17/18, first effective as of 4/18/18)

Act 300 repeals the requirement that DPI promulgate rules to administer the grant program and repeals ch. PI 10, Wis. Adm. Code, regarding the program. The Act incorporates the rule provisions regarding municipal clerk verification into the statutes and retains the prior program

eligibility and administrative requirements, modified to use a district's membership, rather than enrollment, as the basis for eligibility determination and calculation of aid.

2017 ACT 315: *Robotics League Grants*

<https://docs.legis.wisconsin.gov/2017/related/acts/315>; [Act Memo](#)

(Enacted 4/16/18, published 4/17/18, first effective as of 4/18/18)

This bill expands the category of teams eligible to receive a grant to participate in a robotics competition to include teams containing pupils in grades 6, 7, and 8.

EDUCATOR LICENSE (LIFETIME LICENSES)

2017 ACT 206: *A pilot grant program to support college courses taught in high schools; modifications to lifetime licensure provisions (see below for grant related provisions)*

<https://docs.legis.wisconsin.gov/2017/related/acts/206>; [Act Memo](#)

(Enacted 4/3/18, published 4/4/18, first effective as of 4/5/18)

Act 206 makes changes to the lifetime educator license law created in the 2017-19 Biennial Budget Act, 2017 Wisconsin Act 59. Specifically, Act 206 requires DPI to define, by administrative rule, “successful completion of six semesters of teaching, administrating, or pupil services experience,” for the purpose of qualifying for a lifetime license. The Act also requires the Department to define, by administrative rule, “regularly employed in education,” for the purpose of maintaining a lifetime license.

DUAL ENROLLMENT / EARLY COLLEGE CREDIT PROGRAM

2017 ACT 206: *A pilot grant program to support college courses taught in high schools; modifications to lifetime licensure provisions*

<https://docs.legis.wisconsin.gov/2017/related/acts/206>; [Act Memo](#)

(Enacted 4/3/18, published 4/4/18, first effective as of 4/5/18)

2017 Wisconsin Act 206 **creates** a grant program to support dual enrollment programs taught in high schools. Under the program, grants will be made available to provide financial assistance to high school teachers, covering the cost of tuition for courses that teachers take in order to meet the minimum qualification requirements of the Higher Learning Commission for eligibility to teach dual enrollment courses in high schools.

The Act provides \$500,000 annually, from FY19 through FY21, for the grant program (the program will sunset as of June 30, 2021). The Higher Educational Aids Board will administer the grant program. The Board must award at least one grant per school year to each of the following:

- A school district with under 650 students.
- A school district with 650 to 1,600 students.
- A school district with more than 1,600 students.

- A charter school established under s. 118.40 (2r), Stats.
- A private school participating in a parental choice program.

2017 ACT 307: *Excluding certain college credit in high school programs from the Early College Credit Program.*

<https://docs.legis.wisconsin.gov/2017/related/acts/307>; [Amendment Memo](#)

(Enacted 4/16/18, published 4/17/18, first effective as of **7/1/2018**)

Act 307 modifies the law with respect to the courses that are offered by an institution of higher education (IHE) that are included under the provisions of the Early College Credit Program (ECCP), as it was created under 2017 Act 59.

In summary, the ECCP cost sharing structure **will not apply** to courses taken by public or private high school students for post-secondary credit, if the course meets all the following criteria:

- The course is **offered under an agreement** between the public school board or private high school governing body and the IHE (UWS or private, non-profit IHEs*) that is entered into before, on, or after July 1, 2018 (the effective date of this Act);
- The instruction for the course **takes place in a public high school of the school district or the private high school building**; and
- The **instructor of the course is employed by the public school board or the private high school governing body and is certified** to provide instruction for the course by the IHE or a faculty member of the IHE.

The statutes will no longer speak to the maximum amount of tuition that can be charged for these courses, or which entity is responsible for paying. The tuition charge and the party responsible for paying tuition will be determined by the agreement between the school board or the private school governing body and the IHE.

As a result of Act 307, the courses subject to the exclusion from the ECCP **will not be considered “ECCP courses” for purposes of calculating aid eligibility** for public school districts and private schools under the ECCP state aid program that was created under Act 59.

CURRICULUM / INSTRUCTION

2017 ACT 94: *Incorporating financial literacy into the curriculum of public schools.*

<https://docs.legis.wisconsin.gov/2017/related/acts/94>; [Act Memo](#)

(Enacted 11/30/17, published 12/1/17, first effective as of 12/2/17)

This Act **requires** each school board to adopt academic standards for financial literacy and incorporate instruction in financial literacy into the curriculum in grades kindergarten to 12.

2017 ACT 152: *Education about nutrition.*

<https://docs.legis.wisconsin.gov/2017/related/acts/152>; [Act Memo](#)

(Enacted 3/28/18, published 3/29/18, first effective as of 3/30/18)

Under prior law, school boards were required to provide public school students with instruction about the vitamin content of food and the food and health values of dairy products. Under **Act 152**, the required instruction on nutrition **must instead** include knowledge about the nutritive value of foods and the role of a nutritious diet in promoting health, preventing chronic disease, and maintaining a healthy weight, based on information outlined in the federal publication, “Dietary Guidelines for Americans.”

2017 ACT 262: *[multiple provisions relating to controlled substances and substance abuse] requiring school boards to provide instruction about drug abuse awareness and prevention.*
<https://docs.legis.wisconsin.gov/2017/related/acts/262/> 4; [Act Memo](#)
(Enacted 4/9/18, published 4/10/18, generally first effective as of 4/11/18)

Act 262 **requires** each school board to incorporate drug abuse awareness and prevention in its health instructional program.

SCHOOL DISTRICT OPERATIONS

2017 ACT 49: *Repealing a rule of the Department of Transportation related to the purchase of school buses for school transportation.*
<https://docs.legis.wisconsin.gov/2017/related/acts/49/>; [Act Memo](#)
(Enacted 8/2/17, published 8/3/17, first effective as of 8/4/17)

This Act **repeals** the prior law prohibition of the purchase for use in school transportation of a school bus previously titled and registered in another state or jurisdiction if the bus was more than five years old.

2017 ACT 107: *Screening school district employees for tuberculosis.*
<https://docs.legis.wisconsin.gov/2017/related/acts/107/>; [Act Memo](#)
(Enacted 11/30/17, published 12/1/17, first effective as of 12/2/17)

Under this Act, all school districts, including Milwaukee Public Schools (MPS)*, must condition the employment of school district employees upon a physical examination that includes a tuberculosis screening questionnaire approved by the Department of Health Services. A tuberculosis test is only required if indicated by the screening questionnaire.

The Act also **expands** the list of health professionals who may conduct the physical examination and testing, to include physicians’ assistants and advanced practice nurse prescribers. The Act also permits school districts to determine whether to require subsequent additional physical examinations. If a school district opts to require subsequent tuberculosis screening questionnaires, school nurses and registered nurses may administer them.

**Note: the changes under Act 107 became applicable to MPS as a result of a remedial legislative change under 2017 Act 143 (effective 3/28/18).*

2017 ACT 130: *Prohibiting aiding and abetting sexual abuse*
<https://docs.legis.wisconsin.gov/2017/related/acts/130>; [Act Memo](#)
(Enacted 12/8/17, published 12/9/17, first effective as of 12/10/17)

Act 130 provides that it is immoral conduct for a licensee to assist a school employee, contractor, or agent to obtain a new job in a school or with a local education agency if the licensee knows, or has a reasonable suspicion to believe, that the person committed a sex offense against a student or a minor.

In addition, the Act **prohibits** a school board, operator of a charter school, or governing body of a private school from helping a school employee, contractor, or agent obtain a new job in a school or with a local education agency if the entity knows, or has a reasonable suspicion to believe, that the person committed a sex offense against a student or a minor.

The Act also specifies that it is not immoral conduct to transmit administrative personnel files, nor to assist someone after the information that forms the basis of the knowledge or reasonable suspicion of a sex offense has been properly reported to law enforcement, if law enforcement closed any resulting case or investigation without a conviction.

2017 ACT 135: *Ratification of the Enhanced Nurse Licensure Compact, extending the time limit for emergency rule procedures, providing an exemption from emergency rule procedures.*
<https://docs.legis.wisconsin.gov/2017/related/acts/135>; [Act Memo](#)
(Enacted 12/11/17, published 12/12/17, for effective dates see Section 33 of the bill)

This Act ratifies and enters Wisconsin into the **Enhanced Nurse Licensure Compact** (Enhanced Compact). The Enhanced Compact replaces the original Nurse Licensure Compact (Original Compact), which was ratified in Wisconsin in 1999. Under both versions of the Compact, a nurse, whether a registered nurse or a licensed practical nurse, who is licensed in a state that has adopted the Compact (party state) may practice in any other party state without needing to separately obtain a license in that other party state.

2017 ACT 204: *Emergency outpatient mental health treatment for minors.*
<https://docs.legis.wisconsin.gov/2017/related/acts/204>; [Amendment Memo](#)
(Enacted 4/3/18, published 4/4/18, first effective as of 4/5/18)

This Act **creates** a new statutory process, separate from s. 51.14, Stats, under which a minor may receive outpatient mental health treatment without parental consent in emergency situations.

2017 ACT 251: *Notice to a school of a permanency review or hearing, notice to a school district of a foster home or group home license or out-of-home care placement; transfer of pupil records*
<https://docs.legis.wisconsin.gov/2017/related/acts/251>; [Act Memo](#)
(Enacted 4/4/18, published 4/5/18, first effective as of 4/6/18)

Act 251 **modifies the law regarding notice** to schools and school districts of permanency plan reviews or hearings, foster home and group home licensing, and out-of-home care placements:

- The Act **adds a child's or juvenile's school to the list of entities that must be notified** of a permanency plan review or hearing and given an opportunity to submit written comments. The notice must include the name and contact information for the caseworker or social worker assigned to the case.
- The Act **requires that notice of placement of a child in out-of-home care within a school district be given not only to the school district but also to the school in which the child is enrolled.**
- The Act retains the current law requirement that notice of foster home or group home licensing be submitted to the school district, generally; however, the statute no longer specifies that the notice be submitted "to the clerk" of the school district.
- If the child will remain enrolled in his or her school and school district of origin, then the notice that the child has been placed in out-of-home care must be given to the school and school district of origin. The notice regarding placement of a child in out-of-home care must also include the name and contact information for the caseworker or social worker assigned to the case.

Finally, the Act **requires that for all pupils (not just those placed in out of home care), the pupil's records be transferred by no later than the next working day** after the school or school district from which the pupil is transferring receives notice of the enrollment.

2017 ACT 335: *Access to pupil assessments that are required to be administered by school boards, operators of independent charter schools, and private schools participating in a parental choice program and repealing rules related to accessing pupil assessments.*

<https://docs.legis.wisconsin.gov/2017/related/acts/335>; [Act Memo](#)

(Enacted 4/16/18, published 4/17/18, first effective as of 4/18/18)

Act 335 modifies the type of statewide assessment materials to which, and the conditions under which, DPI must allow access; eliminates the requirement that DPI promulgate rules relating to assessment access; and repeals ch. PI 28, Wis. Adm. Code, regarding assessment access. Under the Act, DPI must make **practice assessments or sample items** related to the required statewide assessments, rather than the actual assessments, available to a person who submits a written request. The Act eliminates the requirement that such a request be submitted within 90 days after the assessment is administered.

Thank you for your dedication to Wisconsin's students. DPI looks forward to assisting your districts in implementing these new pieces of legislation. If you have further questions on any of these acts, please contact me.

c: Dee Pettack

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: VIII. Reports

A. Voucher(s): Follow Up

None

B. Monthly Financial Reports

1. General Report(s)
 - All Financial Reports are posted at the Finance Committee web link.
2. American Deposit Management (ADM) – Monthly Activity Report
 - The monthly earnings statement is attached.

C. General Financial Reports

1. Swim Club & Performing Arts Partnerships

Mr. Holmes and Mr. Soderberg will assist in providing this update.

I stated the following in the Building Committee packet

The Board of Education may be making an important decision on administrative staffing this evening. To that end, the individual will play an important role in on-going discussions. *The person would be bringing rock solid experience and some fresh thinking to the table.*

AGENDA ITEM: IX. Adjourn

Germantown School District Account Summary
CGERSD03 – 2016 Referendum
05/16/2018

Deposit Activity

5/1/2018	CD Interest Earned, Associated Bank - \$18,986.32
5/3/2018	CD Interest Earned, Westbury Bank - \$493.15

Total Credits - \$19,479.47

Withdrawal Activity

No withdrawal activity as of 05/16/2018.

Total Debits - \$0.00

Investment Activity

Bond proceeds are currently spread across **22** financial institutions:

Altra Federal Credit Union	Landmark Credit Union
American National Bank – Fox Cities	LegacyTexas Bank
Associated Bank, National Association	Luther Burbank Savings
Bank of the Ozarks	NexBank, SSB
BankUnited, National Association	Republic Bank of Chicago
Black River Country Bank	Summit Credit Union
City National Bank of Florida	Synchrony Bank
CrossFirst Bank	Tristate Capital Bank
Customers Bank	US Bank, National Association
Dollar Bank	Westbury Bank
Fifth Third Bank	Western Alliance Bank

Miscellaneous: As a reminder, ADM only utilizes state approved investments for investing the District's funds. Investments that exceed \$250K per institution are backed with state and GFOA approved collateral which is held and tracked by ADM. All other investments listed on your statement are backed with FDIC insurance.




May 16, 2018

Account Activity:

May 01, 2018 - May 16, 2018

Germantown School District
N104 W13840 Donges Bay Road
Germantown, WI 53022

Contact Us 

- ★ For personal assistance, call:
414-961-6600
- ★ Visit us online:
www.americandeposits.com
- ★ Questions on products & services:
info@americandeposits.com
- ★ Mail correspondence to:
505 Wells Street - Suite 200
Delafield, WI 53018

CGERSD03 - 2016 Referendum			
Transaction Type	Settlement Date	Amount	Balance
Beginning Balance	05/01/2018		\$ 57,156,642.18
CD Interest Earned	05/01/2018	\$ 18,986.32	\$ 57,175,628.50
CD Interest Earned	05/01/2018	\$ 18,986.32	\$ 57,194,614.82
Interest Distribution Client	05/01/2018	-\$ 18,986.32	\$ 57,175,628.50
CD Interest Earned	05/03/2018	\$ 493.15	\$ 57,176,121.65
CD Interest Earned	05/03/2018	\$ 493.15	\$ 57,176,614.80
Interest Distribution Client	05/03/2018	-\$ 493.15	\$ 57,176,121.65
Ending Balance	05/16/2018		\$ 57,176,121.65