

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

**Germantown High School
Performing Arts Center
W180 N11501 River Lane
Germantown, WI 53022**

**January 24, 2022
7:00 p.m.**

AGENDA

The Germantown School District Board of Education will hold its Board Meeting at the District PAC. This meeting will be held with social distancing measures in place; i.e. limited audience, webcast, etc. As with past Board Meetings it will be recorded and provided for public viewing as soon as possible following the meeting. A link to the webcast will be available just prior to the scheduled meeting and can be located at <https://www.gsdwi.org>

- I. Meeting Called to Order and Pledge of Allegiance
 - A. Official Meeting Notification
 - B. Roll Call

- II. Approval of Agenda

- III. Reports
 - A. Student Representative Report.
 - B. Return to School Update.
 - C. United Sound Presentation.
 - D. 4K Update.
 - E. School Board Convention Update.
 - F. Semester Graduate Update

- IV. Citizen Comments: **Community members/residents of the Germantown School District** are invited to share their questions, comments, or concerns with the School Board. When speaking, citizens should state their name and address 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. Speakers should keep comments to **three minutes or less** to allow for others to speak. Wisconsin law authorizes the school board to receive information from members of the public. Where possible, the Board may 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 that may be injurious to school district personnel or other individuals will not be allowed.

- V. Approval of Minutes
 - A. December 20, 2021 Board of Education
 - B. December 20, 2021 Closed Session

- VI. Insurance Committee
 - A. Update from January 10, 2022 committee meeting.

- VII. Building Committee
 - A. Update from January 10, 2022 committee meeting
- VIII. Finance Committee
 - A. December Vouchers – Review, discuss, consent and approve.
- IX. New Business
 - A. Discussion and action to add a teacher work day to the 2021-2022 calendar.
 - B. Discussion and action regarding 2022-2023 open enrollment seats.
 - C. Discussion and action to approve the 2022-2023 school year calendar.
 - D. Discussion and action to approve contract for Director of Teaching & Learning.
 - E. Discussion and action to approve administrator contracts.
 - F. Discussion and action to approve teacher contracts.
 - G. Discussion and action to approve the Germantown High School DECA overnight travel request
- X. Closed Session: The Board of Education will entertain a motion to go into closed session, if needed pursuant to Section 19.85(1)(f) to discuss personnel. The Board may take action in closed session, if necessary or appropriate or entertain a motion to reconvene into open session to take further action, if necessary and appropriate, and/or to entertain a motion to adjourn the meeting.
- XI. Adjourn

GERMANTOWN SCHOOL DISTRICT

KINDERGARTEN REGISTRATION

Is your child going to be **FOUR** or **FIVE** years old by **September 1, 2022**?
Depending on age, your child may be eligible to enroll in Germantown School District's 4-year-old or 5-year-old kindergarten program in fall 2022!

What you will need to register

- Child's Passport or Birth Certificate (needs to be shown in person)
- Two Proofs of Residency (uploaded during registration process)

Benefits of registering early

- Ensures you have correct forms & documents submitted
- Time to consider your family's best options
- Prepares your child for a successful start!

Go online to gsdwi.org/enroll to start the process today!

**ONLINE REGISTRATION
BEGINS JANUARY 24**



introducing

4K

**NEW IN
FALL 2022**



Empower and Inspire Every Student to Succeed

LOOK ON REVERSE SIDE OR
GO TO gsdwi.org/4K
FOR MORE INFORMATION



4K

introducing

THE CLASS OF 2036!

Who is eligible?

Children who turn four by September 1, 2022, are eligible to attend 4-year-old kindergarten for the 2022–23 school year.

Will there be transportation?

Yes. Transportation will be available from our busing partner GO Riteway. Students will be riding with other 5K–Grade 5 students during morning and afternoon routes; mid-day routes will only have 4K students.

Is childcare available before/after 4K?

GSD does not offer wraparound care for 4K. Childcare may be available from community partners outside of 4K hours and will need to be paid for privately by the parent to the provider.



Visit our website for these and other FAQs: gsdwi.org/4K

GERMANTOWN'S NEW 4K PROGRAM

In fall 2022, Germantown School District will be offering *tuition-free, half-day kindergarten for four year olds, five days per week*. Classes will be held Monday through Friday for two hours and 45 minutes in morning and afternoon sessions. School days for 4K will follow the school year calendar for Germantown schools.

Currently Amy Belle, County Line, and MacArthur Elementary schools have space to house 4K classes. Ultimately, locations and sessions will be based on enrollment. **Please Note:** Germantown School District will not be offering full-day 4K or wraparound care but is working with community partners to develop options for childcare outside of 4K hours.

ONLINE REGISTRATION BEGINS JANUARY 24

Go to www.gsdwi.org/enroll to get started.

OUR 4K PROGRAM PRINCIPLES

Four-year-old kindergarten will provide a nurturing, inclusive environment that allows students opportunities for choice and activities designed to meet students' developmental levels that enhance creativity and individual skill development.

Led by a licensed teacher, a typical day in 4K will focus on learning through play and active exploration of the environment, fostering children's skills in literacy, numeracy, and social-emotional development.

We look forward to partnering with you for your child's educational journey.

www.gsdwi.org



262 253 3900

Empower and Inspire Every Student to Succeed

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Early Graduates

FROM: Brett Stousland

BOARD MEETING: January 24, 2022

DATE: January 20, 2022

AGENDA ITEM: III. F.

An additional Germantown High School student has submitted a request to Principal Joel Farren for early graduation. The student has met all criteria and will have the necessary credits for early graduation at semester. We congratulate him and wish him well in his future endeavors.

RECOMMENDATION: Information item only. No action required

January 2022 Graduates

Owen Weske

GERMANTOWN SCHOOL DISTRICT
GERMANTOWN, WISCONSIN 53022
MINUTES OF THE BOARD OF EDUCATION
December 20, 2021

1. The meeting of the Board of Education was called to order by Board President Brian Medved in the High School Performing Arts Center at 7:10 p.m. with the Pledge of Allegiance. Roll call: Medved – yes, Barney – yes, Reinemann – yes, Soderberg – yes, Loth – yes, Borden – absent excused, Pawlak – yes.
2. Superintendent Brett Stousland read the official meeting notification.
3. Motion by Barney, second by Reinemann to approve the agenda. Motion carried.
4. Student representative, Hannah DeGrace led discussion updating the Board on events taking place at the school buildings. Amy Belle PTA has raised monies for playground equipment and they enjoyed a popcorn days for staff and students, County Line had their PTA Snow Ball, spelling bee, and pj day, Rockfield is focusing on character development, student and staff spreading kind messages around the school, with a KAPCO toy drive. MacArthur is focusing on empathy to students, spirit day, gtalks, and missions greeting, Kennedy Middle School has their forensics team, best buddies, a virtual author luncheon visit, and the Jr. ski club gathered gift cards for families in need, Germantown High School has been preparing for the upcoming holiday season by hallway decorating, a student council gift giving, with boys and girls basketball being in season.
5. Superintendent Stousland led discussions on Title 1 Finding Report, stating that this report has to be given to the Board each year. It is a needs assessment, including students in private schools as well. He reviewed critical program elements, guidelines, and the two schools eligible this year for Title 1 funding are MacArthur schoolwide, and Kennedy Middle School is targeted assistance. He led further discussions on a Title II funding overview that can be used District wide based on enrollment and percentage of students below the poverty line, explaining the guidelines, and highlights of Germantown's Title II budget for 2021-2022 and Title III funding and who it supports.
6. Superintendent Stousland led discussions on the State Report Card, the District's overall score, the breakout of the scores in each building, and an overview of the District's report card details showing district details, accountability summary, achievement, test participation, growth, target group outcomes, on-track to graduation, postsecondary preparation, and arts course information. Stousland mentioned that we can use this information to help guide our instruction. Stousland led further discussions on information from the ACT report included in the Boards packet. The Board had discussions regarding scores from the report cards showing exceed or significantly exceeds, focusing on ACT testing, the changes DPI made to the score ratings and how that impacted our test scores for 2020-2021 and that the scores are available on the DPI website and are broken down by building on the site.
7. Superintendent Stousland provided a discipline report for Kennedy Middle School and Germantown High School and led discussions describing the data provided. He described the difference between Students Referred and Offenses Referred and described briefly a range of offenses that fall under those categories. He mentioned that we have seen an increase in the offenses and that they are more aggressive. Soderberg thanked Stousland

for the report, but asked if the report could be broken down to show the levels of offenses. Marc Lehnerer spoke brief about the increase in interpersonal conflicts between students. Marc Lehnerer, Joel Farren, and Jennifer Johannsen came forward to provide an overview of behavioral issues, the differences in what was accepted during COVID, the changes, consequences and mental health issues. Medved discussed mental health issues and asked about ideas for help.

8. Superintendent Stousland handed the discussion over to Heather Pulkowski to update the Board on the Performing Arts Center. She provided an overview of what is happening at the PAC, the breakdown of what happens there, what's coming soon in 2022, movie nights, youth summer camps, professional events, piano campaign, new website, and walkup box office hours. Soderberg mentioned that Heather and her team have not only met, but exceeded expectations for operating the PAC.
9. Superintendent Stousland led discussions on Unik Moua and Emma Rehm, two Germantown High School students who have submitted requests to Principal Farren for early graduation. He congratulated them and wished them well.
10. Superintendent Stousland led discussions on the Return to School update, discussing the unknowns of 2022, weather and COVID. He mentioned that we are watching our numbers, that the principals are in constant communication with him when their numbers start to rise, and the link on the website for parents to view what the Virtual Learning Day Expectations are, mentioning that we are ready if we need to go to one of these days. Stousland recapped our COVID school transmission numbers, mentioning that they have gone up collectively in area schools, along with showing the Germantown School District data.
11. The following citizens addressed the Board regarding, County Line basketball hoops, ACP, CRT, masks, teacher work days, DPI report card, transparency, and behavior, Sam Stocks, Avery O'Brien, James Cannestra-GEA representative, Scott Hefle, Alex Hardin, Amy Martin, Alyssa Pollow, Richard Biank, Sarah Larson.
12. Motion by Reinemann, second by Soderberg to approve the November 15, 2021 Board of Education meeting minutes. Motion carried.
13. Loth led discussions on the topics discussed at the Finance Committee meeting on December 20, 2021, November vouchers, 2020-2021 financial audit review presented by Wendi Unger, Partner of Baker Tilly, variance report, tax bills, Moody rating, ESSER funds, and a scoreboard plaque that was approved. Soderberg thanked Altendorf for the wonderful job that she has done financially.
14. Director of Human Resources Mike Nowak led discussions on the resignation of the Director of Teaching and Learning, Brenda O'Brien. Motion by Pawlak, second by Soderberg to approve the resignation of Brenda O'Brien and thank her for her years of service to the students, their families and to the Germantown School District. Approve the posting and filling the vacancy. Motion carried. Soderberg thanked O'Brien for her years of service and asked about the number of candidates, and the timeline for filing the vacancy. Board members, parent representatives, teacher representatives, and school administrators, totaling 18 or 19 people will be on the Committee for interviews. Medved thanked O'Brien and wished her all the best.

15. Director of Human Resources Mike Nowak led discussions on the teacher contracts. Motion by Reinemann, second by Barney to approve the 1.0 FTE limited-term contract for Kelsey Bayles at \$35,240. Motion carried.
16. Superintendent Stousland led discussions on the high school Dean of Students, mentioning that the money exists in the budget. Board discussion regarding ACP, the Dean focusing on student discipline, encumbered money and whether or not the tech dept will need these monies in the future. Motion by Soderberg, second by Loth to approve the hiring of a high school Dean of Students position, which will encompass three main areas, student discipline/behaviors, ACP and data/testing. Motion carried. Stousland mentioned that in talking about behavior issues, there is a lot of kids doing great things and the right things.
17. Superintendent Stousland led discussion on the donations from the following, \$250 from Rosenthal Associates, Inc., \$250 from Scott and Brittany Metcalf, \$250 from WFA LLC Disbursement, \$250 from Weissman Automotive all for the high school Bowling program. \$250 from William and Susanne Gay, \$8000 from the Germantown High School Environmental Club, \$3000 from the Germantown High School Student Council all for the high school greenhouse project. Motion by Barney, second by Reinemann to thank the donors for their generosity and approve the donations as presented. Reinemann mentioned that it is amazing to see that our students can give back to the school they came from and what a great opportunity for the students to give back. Motion carried.
18. Motion by Barney, second by Pawlak to enter into closed. Roll Call
19. The Board entered into closed session at 9:10 p.m.

Billie Jo Mohn
Recording Secretary

Amanda Reinemann
School Board Clerk

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Review, Discuss, Consent & Approval
of Vouchers

FROM: Brittany Altendorf

BOARD MEETING: January 24, 2022

DATE: January 18, 2022

AGENDA ITEM: VIII. A.

Vouchers List(s) & Board Governance

Vouchers do not typically come to the full Board of Education for approval, but due to not having a January 2022 Finance Committee meeting, the vouchers are being brought to the full board for review, discussion, consent and approval.

Review monthly bills and voucher payments.

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

ATTACHEMENT(S): None – Posted on District Website

RECOMMENDATION: Consent to Payment Vouchers as presented & reviewed.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Addition of Teacher Work Day for
2021-2022 School Year

FROM: Brett Stousland/Mike Nowak

BOARD MEETING: Jan. 24, 2022

DATE: Jan. 18, 2022

AGENDA ITEM: IX. A

All grade levels have been losing prep time due to substitute shortages to cover the needs within the buildings. The elementary buildings have enough minutes for the school year, already built into the calendar. In particular Kennedy Middle School and Germantown High School have endured significant substitute shortages, which are creating teaching challenges.

As a result, we are proposing that Wednesday, April 6, 2022 be a work day for all teaching staff, instead of a regular school day.

RECOMMENDATION: Motion to approve the change to make Wednesday, April 6, 2022 a teacher work day, instead of a regular student school day.

GERMANTOWN SCHOOL DISTRICT

TO: Board Members **TOPIC:** Open Enrollment 2022-2023
FROM: Brett Stousland **MEETING:** January 24, 2022
DATE: January 18, 2022 **AGENDA ITEM:** IX. B

Open enrollment space calculations in the district, in accordance with the Board approved NEOLA Policy 5113 (Open Enrollment Program), is based on and calculated via the following:

- Current enrollment cast forward to 2022-2023.
- Projected enrollment growth based on averages of past years growth and anticipated larger growth at County Line, MacArthur, and Rockfield, due to elementary attendance boundary revisions as well as Kinderberg, Wrenwood, and Ashbury Meadows subdivision development.
- Enrollment counts include current (guaranteed) open enrollment students, Chapter 220 students, and non-resident tuition waiver students already in the district who will need to apply for open enrollment February through April 2022.
- The current number of K-12 teaching staff.
- K-12 district-wide building capacity.
- Board Classroom Enrollment Guide desirable guidelines.

The 2022-2023 Open Enrollment Worksheet attached was prepared and calculated using the Department of Public Instruction's Open Enrollment Space Determinations tools. The enrollment numbers shown are this year's current enrollment as of January, 2022 rolled forward with no addition of sections or teaching staff.

Director of Pupil Services Todd Lamb has evaluated current special education caseloads which are at maximum. No new special education seats are being recommended which was confirmed by the Department of Pupil Services.

The administration, after review of current student enrollment, 2nd Friday in January pupil counts, the impact of elementary attendance boundary revisions, and the open enrollment worksheet calculations, is recommending offering the following regular education-only seats for 2022-2023 as follows:

SCHOOL	GRADE	SEATS
Amy Belle	4	6
Rockfield	4	3
Rockfield	5	4

Siblings of current open enrollment students that apply ARE NOT guaranteed but will be given first priority for 2022-2023 open seats offered.

RECOMMENDATION: Approve 13 new open enrollment seats in grades 4, and 5 for the 2022-2023 school year in addition to applications for existing students already attending Germantown schools that have moved, and approve 0 special education seats.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** 2022-2023 School Calendar

FROM: Michael Nowak **BOARD MEETING:** January 24, 2022

DATE: January 18, 2022 **AGENDA ITEM:** IX. C.

BACKGROUND: Calendar Committee members gathered on several occasions to collaborate on the development of a possible calendar for the 2022-2023 school year. School Board Member Amanda Reinemann, Leslie DeLain (KMS Representative), Adam Johnson (GHS Representative), Sarah Siefkes & Amy Martin (Elementary Representative), Brett Stousland, Joel Farren, Dana Croatt, Brandon Kohl, Michael Nowak all joined in efforts to develop a calendar that meets existing needs. The proposed calendar for 2022-2023 school year is attached with the following supporting information:

- The proposed 2022-2023 school year calendar includes a start date of September 1, 2022 for grades K-12.
- Through the strategic placement of professional development days, the last day of classes for all students would be June 9, 2023 which is consistent with other area school districts.
- The 2022-2023 school year calendar includes a day off prior to Thanksgiving Day.
- Based upon the placement of holidays during the week, the proposed 2022-2023 school year calendar includes a Winter Holiday Break with classes ending December 22, 2022 and resuming on January 3, 2023.
- The proposed 2022-2023 school year calendar includes a Spring Break with classes ending on March 24, 2023 and resuming on April 3, 2023. This is consistent with the majority of school districts in the area.
- The Easter Break includes one day off on Friday, April 7, 2023.
- The 2022-2023 school year calendar includes elementary teacher workdays on Friday, October 14, 2022 and Friday, May 12, 2023

RECOMMENDATION: Adopt as presented the proposed 2022-2023 school year calendar

2022–2023 Staff Calendar

AUGUST 2022						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2022
 16–18 New Teacher Orientation
 23–25/30 Teacher Inservice
 31 Teacher Workday

T=5

FEBRUARY 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

FEBRUARY 2023
 17 Teacher Workday

T=20 S=19

SEPTEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

SEPTEMBER 2022
 1 First Day with Students
 5 Holiday/Labor Day

T=21 S=21

MARCH 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MARCH 2023
 9–10 Professional Development
 27–31 Spring Break

T=18 S=16

OCTOBER 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

OCTOBER 2022
 14 Elementary Teacher Workday
 27–28 Professional Development

T=21 S=19

APRIL 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

APRIL 2023
 7 Mid-Spring Break
 24 Professional Development

T=19 S=18

NOVEMBER 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

NOVEMBER 2022
 23–25 Thanksgiving Break

T=19 S=19

MAY 2023						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MAY 2023
 12 Elementary Teacher Workday
 29 Holiday/Memorial Day

T=22 S=22

DECEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DECEMBER 2022
 23–30 Winter Break

T=16 S=16

JUNE 2023						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JUNE 2023
 9 Early Release/Teacher Workday (pm)
 9 End of Quarter 4/Semester 2

T=7 S=6.5

JANUARY 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2023
 2 Winter Break
 16 Holiday/MLK Jr. Day
 23 Teacher Workday

T=20 S=19

- New Teacher Orientation
- Teacher Inservice
- Elementary Teacher Workday
- Holiday/Non-Work Days
- End of Quarter/Semester

Student Days: 175.5
 PD/Teacher Workdays: 12.5
 Conferences: 3.0
Total: 191.0

For the most current information, go to gsdwi.org

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education **TOPIC:** Teaching and Learning Director
FROM: Michael Nowak **BOARD MEETING:** January 24, 2022
DATE: January 19, 2022 **AGENDA ITEM:** IX. D.

As the result of a search process that included 50 candidates, 12 screening interviews and a finalist interview that consisted of 27 interview committee members, including teachers, administrators, board members, parents and community members, we are pleased to bring forward a recommendation to hire a new Director of Teaching and Learning for the Germantown School District. The candidate being recommended brings valuable experience in the role of Director of Teaching and Learning and possesses the skill sets, attributes and qualities that are a desired match for our district. Additionally, reference checks provided significant insight into previous work experiences that support the candidate will be successful in the Germantown School District.

RECOMMENDATION: Approve the hire of our recommended candidate as the Director of Teaching and Learning for the Germantown School District with a contract for the remainder of the 2021-2022 school year. Additionally, approve the renewal of this contract with a two-year contract for the 2022-23 and 2023-24 school years.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Administrator Contracts

FROM: Brett Stousland/Mike Nowak

BOARD MEETING: Jan. 24, 2022

DATE: Jan. 18, 2022

AGENDA ITEM: IX. E

Please review the Administrator contract to be submitted to administrators that fall under WI Statute 118.24. I am asking the board to allow Mr. Nowak to present administrators with this contract for the 2022-2024 school years. I suggest the Board enter into these contracts at the 2021-2022 salary levels and subsequent years may be adjusted as the board sees fit.

Legal counsel has reviewed this contract and made minor adjustments from previous contracts to add clarity in some sections. The included contract contains all suggested revisions from legal.

RECOMMENDATION: Approve the Administrative Contracts for Germantown School District Administrators for the 2022-2024 school years with salary increases to be determined after July 1, 2022 on an overall percentage amount determined by the Board and individual administrator amounts determined by the superintendent.

**Administrative Contract
Germantown School District
Germantown, Wisconsin**

IT IS HEREBY AGREED, by and between the School Board of the Germantown School District, (hereinafter “Board”), and [NAME], (hereinafter “Administrator”), that the Board does herewith employ the Administrator in the position of [TITLE].

1. TERM. The term of this contract shall be two (2) years, from July 1, 2022, to June 30, 2024, unless terminated sooner pursuant to the provisions contained herein.
2. LEAVE TIME. Administrator shall receive twenty (20) paid vacation days during each contract year, plus paid holidays on New Year’s Day, Good Friday, Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve Day, Christmas Day, and New Year’s Eve Day. Vacation shall be requested and taken in accordance with, and is subject to, the policies and procedures set forth in the employee handbook as may be modified from time-to-time.
3. DUTIES, RESPONSIBILITIES, AND OBLIGATIONS. The Administrator agrees to perform at a professional level of competence the services, duties, and obligations required by the laws of the State of Wisconsin, by the rules, regulations, and policies of the Board which now exist or which may be hereinafter enacted by the Board, duties assigned by the District Administrator, and such other duties as are directed or are reasonably expected for his/her position. The Board agrees that the Administrator shall have access to all such rules, regulations and policies now in effect or that become effective during the term of this contract. In case of direct conflict between any rules, regulations, or policies of the Board and any specific provision of this contract, the contract shall control.

The Administrator agrees to devote full-time to the duties, responsibilities, and obligations required herein, and shall not engage in any pursuit that interferes with the proper discharge of such duties, obligations, and responsibilities.

The Administrator also hereby certifies that, on the date of signing, the Administrator is not under contract with any other school board.

4. SALARY. Your current salary for the 2021/2022 school year is [\$]. In consideration for the services rendered, the Board will pay the Administrator a salary of not less than [\$] for the first year of this contract in accordance with the appropriate salary policies adopted by the Board, less deductions required by federal and state law, or authorized deductions under Board policy or ordinary payroll procedures.

The salary shall be reviewed on an annual basis. The annual salary for the second and any subsequent years of employment shall be determined under the salary policies of the Board, if any. The salary for the second year shall not be less than the salary for the first year.

5. LICENSE. This contract is conditioned upon the Administrator possessing a valid State of Wisconsin Administrator’s license or certificate as required by the laws of the State of Wisconsin for the administrative position assigned. The parties agree that this contract shall immediately terminate and shall be null and void if the Administrator loses or fails to maintain, in good standing, all required licenses for the position held. Any termination of this contract under this provision shall occur by operation of this contract, shall not require Board action, and shall constitute a mutually-agreed upon termination of this contract under Wis. Stat. §118.24.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Teacher Contracts

FROM: Michael Nowak

BOARD MEETING: January 24, 2022

DATE: January 20, 2022

AGENDA ITEM: IX. F.

The administration is recommending the approval of the following limited-term contract for the 2021-22 school year.

Employee Assignment/Location	Rationale	FTE	Contract Type	Salary
Megan Neitzel Second Grade Teacher Rockfield Elementary	Megan is being recommended for this position as a result of an FMLA leave.	1.0	Limited-Term (106 days)	\$22,615
Dawn Fulton Third Grade Teacher County Line Elementary	Dawn is being recommended for this position as a result of an FMLA leave.	1.0	Limited-Term (65 days)	\$14,950
Amy Erickson Second Grade Teacher County Line Elementary	Amy is being recommended for this position as a result of an FMLA leave.	1.0	Limited-Term (78 days)	\$19,500

RECOMMENDATION:

Approve the 1.0 FTE limited-term contract for Megan Neitzel at \$22,615, the 1.0 FTE limited-term contract for Dawn Fulton at \$14,950, and the 1.0 FTE limited-term contract for Amy Erickson at \$19,500.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: High School Distributive
Education Clubs of America
(DECA) Overnight Travel
Request

FROM: Joel Farren
Steve Martin & Jason Baumann

BOARD MEETING: January 24, 2022

DATE: January 20, 2022

AGENDA ITEM: IX. G

Steve Martin and Jason Baumann, Germantown High School DECA advisors are requesting Board of Education approval to travel with DECA students to Lake Geneva Resort, Lake Geneva, WI, to compete in the State DECA Competition from Tuesday, February 22, 2022 through Thursday, February 24, 2022.

The trip will consist of 11 students, and 2 advisors.

The advisors are asking the Board of Education to pay for the transportation costs for all, as well as expenses for both of the advisors. The students will pay for their registration and hotel expenses.

RECOMMENDATION: Motion to approve the overnight travel request for the Germantown High School DECA program to travel to Lake Geneva, WI from February 22, 2022 to February 24, 2022 as presented.

GERMANTOWN HIGH SCHOOL

OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Completing this Form: Steve Martin	Explanation of Field Trip: State DECA Competition
Date Submitted to Building Principal: Joel R. Farren	
Date Submitted to Superintendent's Office:	Location of Field Trip (Be Specific): 7036 Grand Geneva Way Lake Geneva WI
Number of Students on Field Trip: 11	Date(s) of Field Trip: 2/22/22 - 2/24/22
Number of Advisors on Field Trip: 2	

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	\$ -	\$ 1,100.00	\$ 200.00	\$ -
Transportation	\$ 440.00	\$ -	\$ 80.00	\$ -
Lodging	\$ -	\$ 1,350.00	\$ 300.00	\$ -
Meals	\$ -	\$ 125.00	\$ 100.00	\$ -
Other (please list)	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost	\$ 440.00	\$ 2,575.00	\$ 680.00	\$ -
Total Students or Advisors from Above	11	11	2	2
Cost Per Student or Advisor	\$ 40.00	\$ 234.09	\$ 340.00	\$ -
Grand Total Cost	\$ 3,695.00			

TO: Mr. Farren
FROM: Mr. Martin; Mr. Baumann
DATE: 1/20/22
SUBJECT: DECA STATE COMPETITION FEBRUARY 22-24, 2022

Attached is the Activity/Field Trip Request Form, Field Experience/Transportation Request Form, and the Overnight Field Trip Request Form for our State DECA Competition to be held on February 22-24, 2022 at Lake Geneva Grand Resort. We will be taking 11 students and 2 advisors.

Currently, the DECA State Office is having issues with their computer systems. We were able to register, however their reporting system will not produce an accurate invoice at this time. They have asked that we hold off printing one out until we hear back from them within the next few weeks. As soon as that is available, I will print and turn in for additional documentation.

As far as expenses, we are asking that transportation costs be covered. Students will pay for their registration and hotel expenses. Checks have been collected and deposited into our Activities Account. We also have requested expenses for advisors be covered. Details are found on the Overnight Field Trip Request Form.

The students and events they are competing in are as follows:

Apparel and Accessories Marketing:	Emily Archambeau
Automotive Services Marketing:	Christy Staniak
Business Finance:	Ruben Mendes
Hotel and Lodging Management:	Helen Hudson
Human Resources Management:	Amber Chang and Noah Gasper
Hospitality Services:	Rishika Gudise and Julia Yang
Personal Financial Literacy:	Rhea Thapar
Principles of Hospitality and Tourism:	Shraddha Madhi
Restaurant and Food Service Management	Angela Zheng

Please let me know if there are any additional details you would need. Thank you for your continued support of our DECA organization as well as our Business and Marketing students.

FIELD EXPERIENCE/TRANSPORTATION REQUEST
(Reference Policies and Associated Administrative Guidelines 2340)

- IN-DISTRICT TRIP OUT-OF-DISTRICT TRIP
- PASSENGER BUS SPECIAL EDUCATION BUS NEEDED

Teacher(s) Mr. Martin / Ms. Bauman Grade (s) 10-12
 School G.H.S. Date of Trip 2/22-2/24

General Information Section:

- Destination Name: Lake Geneva Grand Resort
- Destination Address: 7036 Grand Geneva Way Lake Geneva WI 53147
- General Purpose of Field Trip: State DECA Competition
- Itinerary Must be Attached to this Form When Submitted
- Are subs needed? NO YES
- If lunch is effected, has food service been notified? NO YES N/A

Participation Section:

• NUMBER OF:
 Students 11 + Teachers 2 + Chaperones 0 = TOTAL PARTICIPATION 13

Bus Information Section:

DEPART TIME 7:30 AM ^{2/22} minus RETURN TIME 12:00 ^{2/24} = TOTAL HOURS GONE *
 # OF BUSES REQUIRED 1 *at completion of Awards. Bus does not need to stay.*
 LOADING PICK-UP POINT Field house entrance

Transportation Cost and Student Charge Section:

- All transportation monies collected **MUST BE SUBMITTED** to the principal office prior to the field trip.
- **COMPLETE** Cost and Student Participation Charge-Fee Calculation Section on reversed side.

Faculty/Advisor Signature  Date 1/20/22

Cost and Student Participation Charge-Fee Calculation Section:

- Approved by Director of Business and Auxiliary Services annually
 - Approval date September 9, 2021 *Bethy Attwood*

• 2021-2022 Calculation – This section may be based on estimates and should exclude any special ed'n bus costs.

1. Base Cost of Bus equals \$79.82 x 1 (# of buses) \$ 79.82 (1)
2. Excess Mileage charge equals \$1.58 for every mile driven over 48 round trip miles:
 (enter estimated total round trip miles in excess of 48)
208 miles x \$1.58 x 1 # of buses \$ 328.64 (2)
** I used 208 as bus needs to make 2 trips if not stays over.*
3. Driver charge equals \$18.19 x 6 (enter estimated accumulated hours of all drivers) \$ 109.14 (3)
4. TOTAL TRANSPORTATION CHARGE (add lines 1+2+3) \$ 517.60 (4)
5. Donated costs: from TBD per board approval \$ _____ (5)
6. NET TRANSPORTATION CHARGE (subtract lines 5 from 4) \$ _____ (6)
7. Total number of students participating 11 (7)
8. TRANSPORTATION COST PER STUDENT (divide line 6 by line 7) \$ _____ (8)
 (round up to the nearest 25¢)

NON-TRANSPORTATION

9. Individual student non-transportation cost \$ _____ (9)
 (Admission, tickets, supplies, etc. – attached supporting documentation)
** Registrar \$100/student * Total \$100 or \$150/student.*
10. TOTAL AMOUNT ASSESS TO INDIVIDUAL STUDENT.....(add lines 8 + 9) \$ _____ (10)

Calculation above computed by: _____ (initials) _____ (date)

For Office Use Only

Principal's Approval & Signature *[Signature]* Date 1/24/21
 Principal ___ Bus Company ___ Business Office (Send to Cynthia Matthias)
 ___ Food Service ___ Kitchen

GERMANTOWN HIGH SCHOOL ACTIVITY/FIELD TRIP REQUEST FORM

The following criteria will be used in granting permission for a field trip:

- The degree to which the trip strongly connect to curriculum standards and/or outcomes;
- The quality of activities in which the students will participate while on the trip;
- The number of students who benefit from the trip, as opposed to the number of students disrupted;
- The opportunity for substantive and relevant preliminary and follow-up lessons;
- The amount of time the teacher(s) and students will be out of school as a result of the trip.
- The financial burden placed on students/parents and the school as a whole.

This form is to be submitted to the principal no less than thirty (30) days prior to the proposed field trip.

Teacher(s): Mr. Martin / Mr. Baumann Substitutes needed? Yes

Date(s) of trip: 2/22/22 - 2/24/22 Date submitted: 1/20/22

Destination(s): (be specific; include all locations, such as lunch. Also include name and phone # of a contact person at the destination(s))

7036 Grand Geneva Way Lake Geneva WI 53147

* Stop at Olympic Family Restaurant for breakfast on the way down.

748 W. Main St Lake Geneva WI 53148

One-way mileage to destination: 64

Curriculum standards or outcomes addressed through the trip: Students compete in the areas of Marketing,

human resources, finance, financial planning, accounting, hotel/lodging.

Time of departure/return: 2/22/22 7:30 AM / 2/24/22 by 2:30 at BHS. # of Students: 11

of chaperones: 0 Background Check: N/A Teacher's cell phone #: 414-828-2311

Cost of trip: Admission fees \$ _____	Student registration \$ <u>100</u>	Meals: \$ <u>Varies by student</u> <u>Wed Dinner Included</u>
Other \$ <u>100/150</u> <u>Hotel</u>	Transportation expenses: bus, driver, parking, tolls (see district worksheet) \$ _____	
Cost per student: \$ <u>200-250 + meals/possible transport</u>		<u>TBD</u>

↳ Student make (if cost to be paid by fundraising, attach a detailed explanation of all fundraising activities.
Choice which room they are comfortable with. Students cannot be excluded from field trips based on inability to pay.)

Principal's recommendation: [Signature] Date: 1/20/22

- Please attach:
- An explanation of lessons in which the student will be engaged while on the trip.
 - An explanation of substantive and relevant preliminary and follow-up lessons.
 - Substitute lesson plans for students who may not attend the trip.
 - A copy of written information to be provided to chaperones.