



**SCHOOL DISTRICT OF MILTON**  
**Milton, Wisconsin**

**BOARD OF EDUCATION MEETING AGENDA**

**Monday, August 29, 2016**

**District Office Professional Development Center – 6:30 PM**

- I. Approval of Agenda
- II. Approval of Minutes
- III. Approval of Vouchers
- IV. Public Comment
- V. Referendum Update
- VI. Seclusion and Restraint Report – Susan Probst
- VII. Discussion and Possible Approval of Equitable Services Report – Susan Probst
- VIII. PBIS Update – Jen Cramer and Tara Huber
- IX. Finance Committee Report – Bob Cullen
  - A. Discussion and Possible Approval of Parking Lot Expansion and Traffic Flow Project at Schilberg Park
  - B. Discussion and Possible Approval of 2016-17 Preliminary Budget
  - C. Update on 2016-17 Living Document
  - D. Update on Engagement Letter with Robert W. Baird
- X. Discussion and Possible Approval of Annual Meeting 9/26/16
- XI. Discussion and Possible Approval of 2016-17 Open Enrollment Alternative Applications
- XII. Miscellaneous
  - A. Staffing
  - B. Gifts and Donations
  - C. Meeting Dates

This meeting notice may be supplemented in order to comply with Wisconsin's open meetings law. If this notice is supplemented, the final notice will be posted and provided to the media no later than 24 hours prior to this meeting or no later than 2 hours prior to the meeting, in the event of an emergency.

**SCHOOL DISTRICT OF MILTON**  
**Milton, Wisconsin**

BOARD OF EDUCATION MEETING MINUTES  
Monday, August 8, 2016  
District Office

Board President, Jon Cruzan, called the meeting to order at 6:34 p.m. Board members present: Betsy Lubke, Bob Cullen, Don Vruwink, Tom Westrick, Shelly Crull-Hanke and Karen Hall. Absent: None.

I. Approval of Agenda

A motion was made by Bob Cullen and seconded by Don Vruwink to approve the agenda as presented. Motion carried.

II. Approval of Minutes

A motion was made by Tom Westrick and seconded by Betsy Lubke to approve the minutes for the regular meeting held on July 18, 2016 as presented. Motion carried.

III. Approval of Vouchers

A motion was made by Tom Westrick and seconded by Betsy Lubke to approve Bank of Milton vouchers totaling \$1,075,534.70 representing Funds 10, 20, 50, 80, and 90. Motion carried.

IV. Public Comment

V. Update on 2016-17 Online Registration

VI. At Risk Report – Susan Probst

VII. Discussion and Possible Approval of Budget Amendments to the 2015-16 Original Budget

A motion was made by Don Vruwink and seconded by Bob Cullen to approve the budget amendments to the 2015-16 original budget as presented. Motion carried.

VIII. Human Resources Committee Report – Betsy Lubke

A. Timeline for Updates to Teacher and Support Staff Handbooks

B. Review of Employee Benefits

1. Review of Employee Assistance Program

2. Health Insurance Plan Design for 2017-18

IX. Strategic Planning Committee Report – Betsy Lubke

A. 2016-17 District Goals

B. Discussion on District Valuation and Interest Rates for Possible Referenda Resolutions

BOARD OF EDUCATION MEETING MINUTES

Monday, August 8, 2016

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X. Referenda Resolutions

- A. Discussion and Possible Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$2,500,000 for Five Years for Non-Recurring Purposes

A motion was made by Bob Cullen and seconded by Tom Westrick to approve a resolution authorizing the school district budget to exceed revenue limit by \$2,500,000 for five years for non-recurring purposes. Polled vote: Shelly Crull-Hanke (yes), Tom Westrick (yes), Betsy Lubke (yes), Bob Cullen (yes), Karen Hall (yes), Don Vruwink (yes), and Jon Cruzan (yes). Motion carried 7-0.

- B. Discussion and Possible Approval of an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$87,000,000

A motion was made by Tom Westrick and seconded by Betsy Lubke to approve an initial resolution authorizing general obligation bonds in an amount not to exceed \$87,000,000 with the addition of wording "adjacent to the current high school". Polled vote: Shelly Crull-Hanke (yes), Tom Westrick (yes), Betsy Lubke (yes), Bob Cullen (yes), Karen Hall (no), Don Vruwink (yes), and Jon Cruzan (yes). Motion carried 6-1.

- C. Discussion and Possible Approval of a Resolution Providing for a Referendum Election on the Questions of the Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$2,500,000 for Five Years for Non-Recurring Purposes and an Initial Resolution Authorizing the Issuance of General Obligation Bonds in an Amount Not to Exceed \$87,000,000

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve a resolution providing for a referendum election on the questions of the approval of a resolution authorizing the school district budget to exceed revenue limit by \$2,500,000 for five years for non-recurring purposes and an initial resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$87,000,000 with the addition of wording "adjacent to the current high school". Polled vote: Shelly Crull-Hanke (yes), Tom Westrick (yes), Betsy Lubke (yes), Bob Cullen (yes), Karen Hall (no), Don Vruwink (yes), and Jon Cruzan (yes). Motion carried 6-1.

XI. Discussion and Possible Approval of 2016-17 Open Enrollment Alternative Applications

A motion was made by Tom Westrick and seconded by Don Vruwink to approve the 2016-17 open enrollment alternative applications as presented. Motion carried.

XII. Miscellaneous

- A. Staffing

A motion was made by Betsy Lubke and seconded by Karen Hall to approve the staffing report as presented; including contracts/letters of employment for Ryan Phelps, Shelly Henschler and Emily Schoen; resignations of Carla Gilbert and Jennifer Wiczer; and the retirement of Carol Madsen. Motion carried.

- B. Gifts & Donations

A motion was made by Tom Westrick and seconded by Karen Hall to accept the following gifts and donations with gratitude:

## BOARD OF EDUCATION MEETING MINUTES

Monday, August 8, 2016

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All-Fab	\$100.00	MHS Band Golf Outing
Badger Veterinary Hospital	\$500.00	MHS Band Golf Outing
Mulligan's	\$100.00	MHS Band Golf Outing
First Community Bank	\$50.00	MHS Band Golf Outing
Print Max	\$50.00	MHS Band Golf Outing
Badgerland Financial	\$150.00	MHS Band Golf Outing
TLC Restorations, LLC	\$50.00	MHS Band Golf Outing
Bank of Milton	\$50.00	MHS Band Golf Outing
CLW Real Estate	\$50.00	MHS Band Golf Outing
Koellen Trucking, LLC	\$50.00	MHS Band Golf Outing
Sockness Builders	\$50.00	MHS Band Golf Outing
Bart's Auto Repair	\$100.00	MHS Band Golf Outing
Skin R.N.	\$500.00	MHS Band Golf Outing
Ryan & Tara Huber	\$50.00	MHS Band Golf Outing
McNally Farms	\$50.00	MHS Band Golf Outing
Northleaf Winery	\$100.00	MHS Band Golf Outing
Eric Richards Construction	\$150.00	MHS Band Golf Outing
Blaine & Tish Corell	\$100.00	MHS Band Golf Outing
Ben & Polly Scherwitz	\$100.00	MHS Band Golf Outing
Studio FX	\$50.00	MHS Band Golf Outing
Henze	\$100.00	MHS Band Golf Outing
Cindy & Gary Waterworth	\$50.00	MHS Band Golf Outing
Rockies Pizza & Subs	\$50.00	MHS Band Golf Outing
Kelly Sanwick	\$100.00	MHS Band Golf Outing
Tim Schigur	\$100.00	MHS Band Golf Outing
Ann & Russell Teubert	\$50.00	MHS Band Golf Outing

BOARD OF EDUCATION MEETING MINUTES

Monday, August 8, 2016

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Oak Ridge Golf Course	\$50.00	MHS Band Golf Outing
Schwartz & Shea Insurance	\$50.00	MHS Band Golf Outing
Penny's Child Care	\$150.00	MHS Band Golf Outing
Greater Midwest Trading	\$500.00	MHS Band Golf Outing
Cowley's Family Food	\$100.00	MHS Band Golf Outing
Voigt Music	\$150.00	MHS Band Golf Outing
Edgerton Hospital	\$50.00	MHS Band Golf Outing
Haye Dental	\$50.00	MHS Band Golf Outing
Red Zone Pub & Grill	\$150.00	MHS Band Golf Outing
Burtness Chevrolet	\$100.00	MHS Band Golf Outing
Susan Burkhardt	\$50.00	MHS Band Golf Outing
Penncolor	\$100.00	MHS Band Golf Outing
CenturyLink Clarke Williams Foundation – Grant	\$5,000.00	MHS Multi-media Class Camera
James & Rose Schuetz	<u>\$100.00</u>	Undesignated Donation
	<b>TOTAL</b>	<b>\$9,450.00</b>

Motion carried.

C. Meeting Dates

Aug. 23, 2016	Special School Board Meeting	12:30 p.m.	District Office
Aug. 23, 2016	Finance Committee Meeting	1:00 p.m.	District Office
Aug. 29, 2016	School Board Meeting	6:30 p.m.	District Office-PDC
Sept. 12, 2016	School Board Meeting	6:30 p.m.	District Office-PDC
Oct. 7, 2016	Human Resources Committee Meeting	1:00 p.m.	District Office

A motion was made by Betsy Lubke and seconded by Tom Westrick to adjourn the meeting at 7:56 p.m.  
Motion carried. Meeting adjourned.

Minutes approved August 29, 2016

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Jon Cruzan  
Board President

SCHOOL DISTRICT OF MILTON  
Milton, Wisconsin

BOARD OF EDUCATION SPECIAL MEETING MINUTES  
Tuesday, August 23, 2016  
District Office

Board President, Jon Cruzan, called the meeting to order at 12:36 p.m. Board members present: Bob Cullen, Shelly Crull-Hanke, and Tom Westrick. Absent: Don Vruwink, Betsy Lubke and Karen Hall.

I. Approval of Agenda

A motion was made by Bob Cullen and seconded by Tom Westrick to approve the agenda with the addition of a public comment section as item II. Motion carried.

II. Public Comment

III. Referenda Resolutions

A. Discussion and Possible Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$2,500,000 for Five Years for Non-Recurring Purposes

A motion was made by Bob Cullen and seconded by Tom Westrick to approve a resolution authorizing the school district budget to exceed revenue limit by \$2,500,000 for five years for non-recurring purposes. Polled vote: Shelly Crull-Hanke (yes), Tom Westrick (yes), Bob Cullen (yes), and Jon Cruzan (yes). Motion carried.

B. Discussion and Possible Approval of an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$87,000,000

A motion was made by Tom Westrick and seconded by Shelly Crull-Hanke to approve an initial resolution authorizing general obligation bonds in an amount not to exceed \$87,000,000. Polled vote: Shelly Crull-Hanke (yes), Tom Westrick (yes), Bob Cullen (yes), and Jon Cruzan (yes). Motion carried.

C. Discussion and Possible Approval of a Resolution Providing for a Referendum Election on the Questions of the Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$2,500,000 for Five Years for Non-Recurring Purposes and an Initial Resolution Authorizing the Issuance of General Obligation Bonds in an Amount Not to Exceed \$87,000,000

A motion was made by Bob Cullen and seconded by Tom Westrick to approve a resolution providing for a referendum election on the questions of the approval of a resolution authorizing the school district budget to exceed revenue limit by \$2,500,000 for five years for non-recurring purposes and an initial resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$87,000,000.

Polled vote: Shelly Crull-Hanke (yes), Tom Westrick (yes), Bob Cullen (yes), and Jon Cruzan (yes). Motion carried.

A motion was made by Bob Cullen and seconded by Tom Westrick to adjourn the meeting at 12:45 p.m. Motion carried. Meeting adjourned.

Minutes approved August 29, 2016

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Jon Cruzan  
Board President



**School District of Milton**  
*Opportunity · Achievement  
Community*

**Timothy J. Schigur**  
District Administrator

**Mary Ellen Van Valin**  
Director of Business Services

**Susan L. Probst**  
Director of Pupil Services

**Heather N. Slosarek**  
Director of Curriculum & Instruction

Memo: 2015-16 Seclusion Restraint  
To: Board of Education  
CC: Tim Schigur, District Administrator  
From: Susan Probst, Director of Student Services

According to Board policy, seclusion and/or restraint is only used when the physical safety of a student or others is in immediate danger. It is to be used for the shortest possible time and as a last resort. Staff serving on the emergency response team who use seclusion and/or restraint attend a refresher course each year. A certified trainer provides this training prior to the start of the school year. In the past, a problem solving session was held in winter to assist staff with problem solving specific situations. We did not utilize this problem solving session during the 2015-16 school year. Staff who are new to the district or who are new to the response team participate in full day training. All trainings require participants to pass a written and performance assessment. We have two new trainers in the district: Julie Musgrove, NIS Associate Principal and Matthias Biederwolf, MMS Associate Principal.

There are eight sites in the district. Only three sites used seclusion, restraint, or seclusion and restraint. The following chart shares more specific information for each building:

<b>Building</b>	<b>Number of Students</b>	<b># Seclusions</b>	<b># Restraints</b>	<b># Both</b>
High School	0 students	0	0	0
MECAS	0 students	0	0	0
Middle School	2 EEN	2	0	0
Northside	5 EEN	13	8	19
Harmony	0 EEN	0	0	0
East	5 EEN/3 Non EEN	27	2	12
West	0 students	0	0	0
Consolidated	0 students	0	0	0

An incident report is filled out for every seclusion and/or restraint needed. Reports are filed with the Student Services Office within two days of the incident per Board of Education policy. Reports are reviewed and support is provided to the building team as needed. Building teams review each incident in an effort to find alternative ways to support students.

There are a number of efforts to strengthen our support at the universal level. Growth mindset professional development is being offered a second time for teacher compensation points. Trauma sensitive/compassionate classroom professional development is organized for each of the six PD days during the 2016-17 school year for all teaching staff.



# School District of Milton

*Opportunity · Achievement  
Community*

**Timothy J. Schigur**  
District Administrator

**Mary Ellen Van Valin**  
Director of Business Services

**Susan L. Probst**  
Director of Pupil Services

**Heather N. Slosarek**  
Director of Curriculum & Instruction

To: Board of Education  
From: Susan Probst, Director of Student Services  
CC: Tim Schigur, District Administrator  
Date: August 29, 2016  
RE: 2016-17 Information Regarding Federal Requirements Pertaining to Equitable Services for Students Placed by Parents in Private Schools

Under IDEA (Individuals with Disabilities Education Act of 2004), school districts must schedule an annual meeting with the private school(s) to share information about the following topics:

- Child find process (both informal and formal process)
  - Three scheduled child find activities each year for four and younger
  - Referral process and introduction of team
- No child placed by parents in a private school has an individual right to receive some or all of the services that the child would receive if enrolled in a public school
- Determination of the proportionate amount of federal funds available
  - Establish number of children in private school identified with a disability
  - Determine minimal amount required expenditure in accordance with IDEA
- Describe the consultation process
  - What type of services will be provided
  - How services will be provided
  - Who will provide the services
- Additional clarification pertaining to services, provide a written explanation of the reasons why the district chose the current service model

The School District of Milton has one private school within its boundaries: Rock Prairie Montessori School (preschool through sixth grade). A meeting is scheduled for August 31, 2016 to provide the above information to the principal from Montessori, as well as share the expenditures from the previous year. Student numbers reflect the previous year's Third Friday in September Membership Count.

2015-2016 Allocation

Preschool (4K)	K-6
\$303	\$4,477 (\$8,340 – total with carryover)
1 student	2 students

2016-2017 Allocation

Preschool (4k)	K-6
\$270	\$5,917 (\$3,448 carryover = \$9,365)
1 student	3 students



The process for monitoring Equitable Services at the state level changed for the 2016-17 school year. Because of this change, the service delivery model offered to students who qualify for special education at the Montessori School will change as well. An individual who is a certified special education teacher will provide special education services two hours per week at the Montessori School.

Daniel Moser, school psychologist at Harmony and East, will evaluate any referrals. Anna Miller, speech pathologist at Harmony, will complete speech and language evaluations. Jon Lyon, principal at Harmony and Consolidated, will be the local education agency (LEA) at evaluation meetings if Director of Student Services Susan Probst is not available.

I respectfully request the Board of Education to approve the Equitable Services Report as presented. **A recommended motion for your consideration is, "I move to approve the Equitable Service Report as presented".**



## School District of Milton

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**Timothy J. Schigur**  
District Administrator

**Mary Ellen Van Valin**  
Director of Business Services

**Susan L. Probst**  
Director of Student Services

**Heather N. Slosarek**  
Director of Curriculum & Instruction

**Memo:** 2015-16 PBIS  
**To:** Board of Education  
Timothy Schigur, District Administrator  
**From:** Susan Probst, Director of Student Services; Jennifer Cramer, Milton East Elementary Principal; Tara Huber, Milton High School Associate Principal

Positive Behavioral Intervention Support (PBIS) is a district-wide program that supports creating strong universal expectations and supports from staff in order to allow students to focus on academic growth. Although students are rewarded for making good choices, PBIS is more about changing adult behavior. This report comes before the Board because special education federal funds (CEIS) are used to support Tier 2 and Tier 3 training.

PBIS is divided into three levels: Tier 1 is universal and for all students; Tier 2 provides support for students who are not successful at Tier 1; and Tier 3 supports students who are not successful with the Tier 2 supports. All seven (7) buildings have been through Tier 1 training. Building teams are created to manage and direct each level in each building. District meetings are held quarterly for the building team leaders in an effort to problem solve and celebrate building experiences. During the 2015-16 school year, Mrs. Cramer and Mrs. Huber joined the district leadership team; assisting with planning agenda items and creating consistency in interpretation and implementation.

Parent communication was the PBIS focus for the 2015-16 school year. The goal for each building was to find at least one new way to communicate with families in a proactive way. Each building was able to explore new avenues and report back to the district level team. For example: Milton East added a family game night (Bingo), SPPRAK attack tickets (kindness focus), and a letter home to parents explaining the activities surrounding random acts of kindness at school. All events were then shared among buildings during our quarterly PBIS meetings. Support was provided to help each school find activities and ways to communicate with parents about PBIS in a positive proactive manner.

At our last 2015-16 district PBIS meeting, goals were set for the upcoming year. The focus for the 2016-17 school year will be on building relationships with students at all levels. Student services staff will be working together district-wide this fall to create surveys that each student will complete. The survey will look at how students feel connected to their school and teacher(s). This information will assist each building PBIS team in forming future activities and decisions.

Milton High School will be presenting new PBIS words that align with DPI's college and career readiness standards. "Hawk Habits" will focus on perseverance, leadership, responsibility and adaptability. The staff has been trained and the kickoff for students will happen during the first homeroom on September 8, 2016.

In addition, the goal of the PBIS team is to go through the process of being recognized as a "School of Merit" in at least two buildings in the district by the end of this school year. Our teams have worked extremely hard to create and maintain PBIS in our school buildings and in our district. We are confident that we will be recognized by the state for our hard work!



## School District of Milton

*Opportunity · Achievement  
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**Timothy J. Schigur**  
District Administrator

**Mary Ellen Van Valin**  
Director of Business Services

**Susan L. Probst**  
Director of Pupil Services

**Heather N. Slosarek**  
Director of Curriculum & Instruction

### MEMORANDUM

**TO:** Tim Schigur, District Administrator  
Mary Ellen Van Valin, Director of Business Services  
Finance Committee  
Board of Education

**FROM:** Stephen Schantz, Buildings and Grounds Supervisor

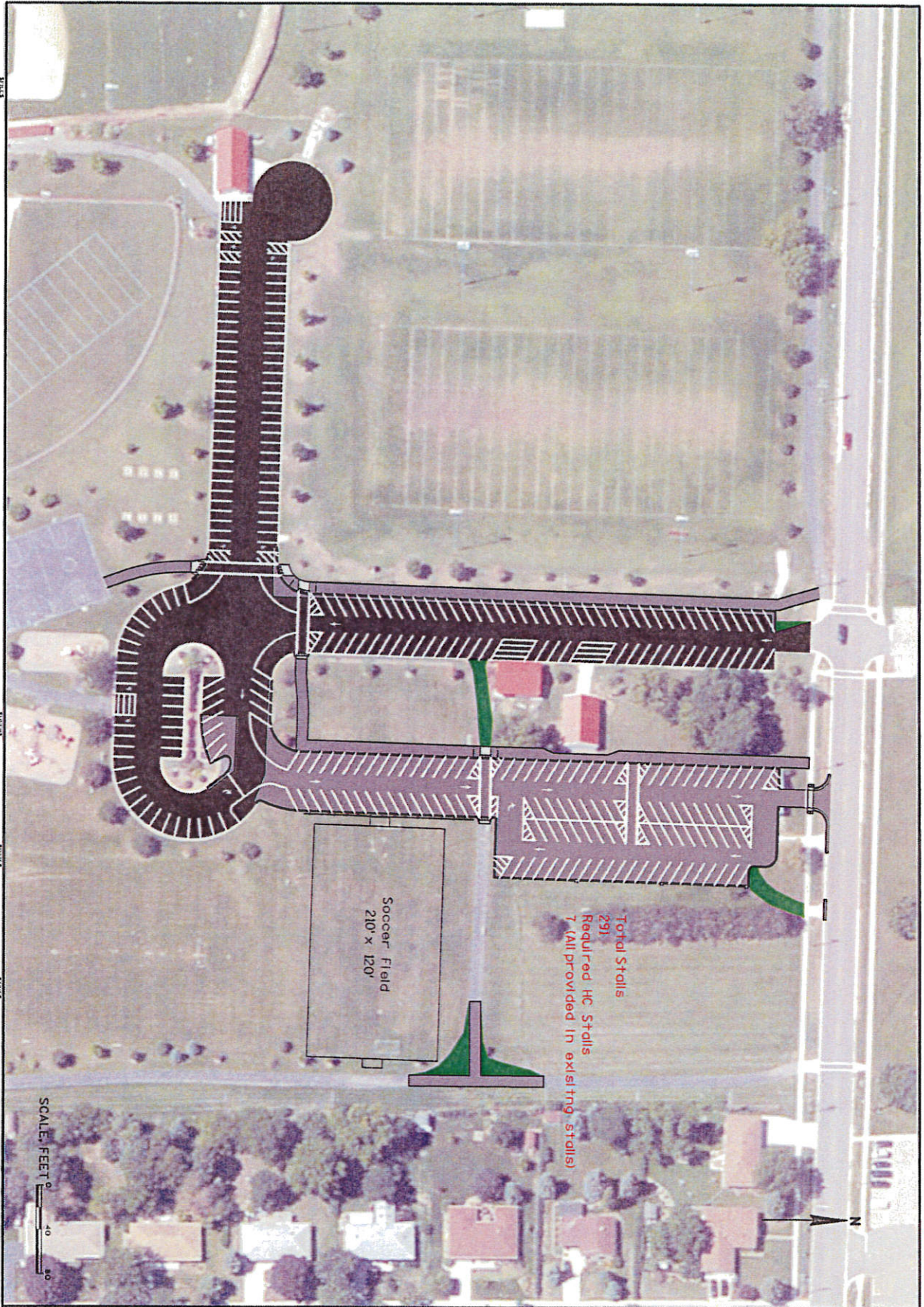
**DATE:** August 23, 2016

**RE:** Recommendation on Construction Phase Engineering Services, Recommendation for a General Contractor, and Recommendation on Sealcoating and Crack Repair for Parking Lot Expansion and Traffic Flow Project at Schilberg Park

It has been identified by the Strategic Planning Committee to address the growing safety concerns with the traffic flow and parking situation at Schilberg Park. In May of 2016, the District hired Strand Associates (a civil engineering firm) to assist in creating a plan and design solution that will improve safety concerns and add needed parking at Schilberg Park. The new design will feature designated pedestrian walk ways, one-way in and one-way out traffic flow, and the addition of 91 parking stalls. This design also provides for maximum use of the available space. Only one athletic field will be impacted and it will still be useable for its designed purpose.

The District secured five (5) sealed bids for this project. Our recommendation will be to go with the lowest responsible bidder, Frank Bros. Inc. of Janesville (see attached bid tabulation form). Frank Bros Inc. would be the general contractor on this project, with sub-contractors completing portions of the work.

If approved to move forward with this project, the District has some flexibility as it relates to the substantial and final completion dates. A large portion of the work could be completed yet this fall, with final paving and landscaping to be completed in the spring of 2017.



**SCHILBERG PARK  
PARKING LOT MODIFICATION ALTERNATIVE 2 WITH SEALCOAT**

SCHOOL DISTRICT OF MILTON  
MILTON, WI

Bids Received: 01:00 PM  
August 3, 2016

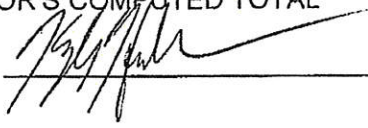
STRAND ASSOCIATES, INC.®  
910 West Wingra Drive  
Madison, Wisconsin 53715

SCHILBERG PARK PARKING LOT IMPROVEMENTS  
CONTRACT 16-02  
SCHOOL DISTRICT OF MILTON  
CITY OF MILTON, WISCONSIN

BID TABULATION SUMMARY

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Computed Total Bid
Frank Bros., Inc. 2501 Morse Street Janesville, WI 54545	10%	N/A	\$311,158.44 *\$311,145.28
R&K & Sons Construction, LLC 7030 North Tolles Road Evansville, WI 53536	10%	N/A	\$358,371.51 *\$357,621.75
Rock Road Companies, Inc. 301 West B-R Townline Road Janesville, WI 53545	10%	N/A	\$359,136.75
Raymond P. Cattell, Inc. 2401 Vondron Road Madison, WI 53718	10%	N/A	\$367,296.75
R.G. Huston Co., Inc. 2561 Coffeytown Road Cottage Grove, WI 53527	10%	N/A	\$411,037.85

\*CONTRACTOR'S COMPUTED TOTAL

Reviewed by:  \_\_\_\_\_



## OWNER REVIEW

Strand Associates, Inc.<sup>®</sup>  
910 West Wingra Drive  
Madison, WI 53715  
(P) 608-251-4843  
(F) 608-251-8655

Task Order No. 16-05  
School District of Milton, Wisconsin (OWNER)  
and Strand Associates, Inc.<sup>®</sup> (ENGINEER)  
Pursuant to Technical Services Agreement dated February 19, 2016

### Project Information

Services Name: Schilberg Park Parking Lot Improvement Construction-Related Services

Services Description: Provide construction-related services for the construction of the Schilberg Park parking lot improvements.

### Scope of Services

ENGINEER will provide the following services to OWNER:

1. Provide contract administration services including attendance at the preconstruction conference, preparation of preconstruction meeting agenda and minutes, review of contractor's shop drawing submittals, review of contractor's periodic pay requests and change orders, responding to questions from OWNER and contractor during construction, and participation in project closeout.
2. Provide one-time construction staking for storm sewer and concrete curb.
3. Provide a resident project representative for approximately 20 hours per week for up to six weeks of part-time observation of construction as requested by OWNER. In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.
4. Provide record drawings in electronic portable document format file from information compiled from contractor's records. ENGINEER is providing drafting services only for record drawings based on the records presented to ENGINEER by contractor and OWNER. ENGINEER will not be liable for the accuracy of the record drawing information provided by contractor and OWNER.

### Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$21,000.



## Official Estimate

"Sealer applied with commercial grade squeegees only"  
 "We guarantee that NO Spray-On sealcoat applicators  
 will be used during our process"

### Koshkonong Sealcoat LLC

365 Lukas Lane  
 Milton, WI 53563  
 608-359-5575

No. 2016-657

Date: 6-22-2016

<b>Proposal Submitted to:</b> Steven Schantz – Milton School District		<b>Phone:</b> 608-774-4078	<b>Phone #2:</b>
<b>Address:</b> 114 W High St.		<b>Email Address:</b> jhalver@frontier.com	
<b>City, State, Zip Code:</b> Milton, WI 53563		<b>Type of Work:</b> Sealcoating/Crack Repair	
<b>Salesperson:</b> Jason Kline, owner		<b>Work to be performed at:</b> (Schilberg Park)	

Koshkonong Sealcoat LLC hereby submits the following estimate for:

**Sealcoating, Crack Repair**

Prep asphalt with power trimmers, metal brooms, & power blowers  
 Repair cracks with direct fire, hot, rubberized, crack sealant.  
 Sealcoat all asphalt with Coal Tar Emulsion and or Polymer Modified Master Seal commercial grade asphalt sealer.  
 All sealer will be applied with commercial grade squeegees.

**Breakdown**

Walking Paths (59,400 sq. ft.) - **\$6,600.00**  
 North Lot (26,800 sq. ft.)- **\$3,250.00**  
 Middle Lot (53,000 sq. ft.)- **\$5,975.00**  
 Basketball Ct (12,800 sq. ft.)- **\$3,145.00**


Eighteen Thousand Nine Hundred Seventy                      Dollars                      **\$ 18,970.00**

Payment in full is due within 7 days of completion of services. 30% down is required on all jobs that exceed \$15,000.  
 Make checks payable to: Koshkonong Sealcoat LLC

All material is guaranteed to be as specified. All work is to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders from the above customer. Koshkonong Sealcoat LLC is a fully insured asphalt contractor. All workers employed by Koshkonong Sealcoat LLC are covered by Workman's Compensation Insurance at all times in accordance with state law.

**Note:**

This proposal may be withdrawn by Koshkonong Sealcoat LLC  
 if not accepted within 10 days.

Authorized Signature:  \_\_\_\_\_

Date: 6-22-2016

**Acceptance of Proposal** - The above prices, specifications, and conditions are satisfactory and are hereby accepted. I (the property owner of the above address) hereby authorize Koshkonong Sealcoat LLC to do all work as specified above. I (the property owner of the above address) agree to Koshkonong Sealcoat LLC's payment procedures as outlined above.

Customer Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

KSC Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# School District of Milton

## 5- Year Capital Maintenance Plan

FINAL Copy

Updated - 8/10/16

	2016-17	2017-18	2018-19	2019-20	2020-21	No Time Frame	5 year total
<b>101 East Elementary</b>							
1 Parking Lot Expansion Project	568,000						
Change Orders - Total	7,175						
2 Engineering - Construction Phase	33,000						
3 Misc. Exterior Repairs		3,630					
4 Replace Fire Alarm System			32,000				
5 Replace Concrete Entry			8,550				
6 Replace Gym Floor - Terraflex				33,347			
7 Replace Hot Water Heater & Pump				30,000			
8 Replace 4 Folding Classroom Partitions				40,000			
)Replace w/ Solid Walls							
9 Add 2nd Boiler - Keep Existing					120,000		
10 Bathroom Renovations - Westside						100,000	
11 Bathroom Renovations - Eastside						125,000	
Yearly total:	608,175	3,630	40,550	103,347	120,000	225,000	875,702
<b>102 West Elementary</b>							
1 DDC Controls - Phase 1		60,000					
2 Misc Exterior Repairs		8,000					
3 DDC Controls - Phase 2			13,340				
4 Replace Univents - Rooms 115, 117, 119			9,000				
5 Replace Concrete Entrys				20,000			
6 Repave East Parking Lot				13,000			
7 Replace Gym Floor - Terraflex				33,251			
8 Replace paging, Clock, & Bell System					70,000		
9 Remodel South Bathrooms						100,000	
10 Replace Exterior Windows						300,000	
Yearly Total:	0	68,000	22,340	66,251	70,000	400,000	626,591

	2016-17	2017-18	2018-19	2019-20	2020-21	No Time Frame	5 year total
<b>103 Consolidated Elementary</b>							
1 Misc. Exterior Repairs		2,750					
2 Replace Fire Alarm System			25,700				
3 Replace Exterior Concrete Entries				12,000			
4 Boiler Replacement					103,000		
<i>Yearly Total:</i>	0	2,750	25,700	12,000	103,000	0	143,450
<b>104 Harmony Elementary</b>							
1 Carpet Replacement - Front Office		3,200					
2 Misc. Exterior Repairs				21,000			
<i>Yearly Total:</i>	0	3,200	0	21,000	0	0	24,200
<b>150 Northside Intermediate</b>							
1 Carpet Replacement - 100 Wing	20,774						
2 Roof Replacement - 400 Wing & Gym	239,009						
400- Modified / Gym - Ballasted EPDM							
3 Roof Project A/E Fees	14,040						
4 Replace Exterior Doors & Frames (3)		34,642					
5 Replace Back parking lot			40,000				
6 Misc. Exterior Repairs				150,000			
7 Replace Fire Alarm System					65,000		
<i>Yearly Total:</i>	273,823	34,642	40,000	150,000	65,000	0	563,465
<b>200 Middle School</b>							
1 Exterior Restoration/ Repairs	16,445						
2 Locker Painting - Lower Level	12,000						
3 DDC Controls - Phase 1		45,000					
4 Replace Carpet on Office and IMC		40,000					
5 Lower Painting - Upper Level		9,870					
6 Air Conditioning in Band & Lunch Room			30,000				
7 DDC Controls - Phase 2			82,445				
8 Replace (4) Science Room Sinks				17,500			
9 Replace Paging, Clock, & Bell System				65,000			
10 Replace Pavement - Eastside					20,000		
11 Replace Boilers (2)					260,000		
<i>Yearly Total:</i>	28,445	94,870	112,445	82,500	280,000	0	598,260

	2016-17	2017-18	2018-19	2019-20	2020-21	No Time Frame	5 year total
<b>400 High School</b>							
1 Locker Painting - Phase 3	28,500						
2 Carpet Replacement - 1999 Addition	45,573						
3 Replace Concrete at Front Entry	52,120						
Change Order #1	3,800						
4 Replace Gym 1 Stair Treads	7,045						
5 Replace Ice Room Electrical Panels	9,247						
6 Roof Replacement - Section 11		240,000					
7 Replace Carpet - Library		50,000					
8 Roof Replacement - Section 1			248,000				
9 Roof Replacement - Sections 2, 3, & 4				204,000			
10 Misc. Exterior Repairs					115,000		
11 Replace Tennis Courts						680,000	
12 Resurface Running Track						160,000	
13 Front Office Reno - Secure Entry						450,000	
14 Pool Modifications and Upgrades						1,200,000	
<i>Yearly Total:</i>	146,285	290,000	248,000	204,000	115,000	2,490,000	684,285
<b>811 District Office/ Maintenance</b>							
1 Replace Shingle roof- section 1		108,000					
2 Restore roof sections 2 & 3			41,000				
<i>Yearly Total:</i>	0	108,000	41,000	0	0	0	149,000
<b>980 Schilberg Park</b>							
1 Relamp Park & Stadium		28,000					
2 Add 100 stall blacktop parking lot				112,000			
<i>Yearly Total:</i>	0	28,000	0	112,000	0	0	140,000

**TOTALS:** 2016-17 1,056,728 2017-18 633,092 2018-19 530,035 2019-20 751,098 2020-21 753,000 No Time Frame 3,115,000

Estimated 5 Year Total - 3,723,953

Changes from BOE approved living Document on 2/22/16

## Staffing Updates for August 29, 2016

### 1. Contracts/Letters of Employment:

- Meinertz, Erik B. – Choir Teacher – High School and Middle School
    - *Replacement for Jennifer Wiczer*
  - Plawman, Teresa K. – Special Education Aide – Northside
    - *Replacement for Brandy Cox*
  - Minguey, Bradley J. – Assistant Groundskeeper – Schilberg Park
    - *Replacement for Jon Fish*
  - Neuzil, Pamela J. – Health Aide – West and Middle School
    - *Position Increased in Hours*
  - Longhenry, Sara E. – Special Education Aide – Northside
    - *New Position*
  - Taylor, Peggy K. – Art Teacher – Northside
    - *Replacement for Carla Gilbert*
  - Watson, Christine J. – Human Resources Administrative Assistant – District Office
    - *Replacement for Angie Van Horn*
  - Lopez, Sheri M. – Administrative Assistant/Building Secretary – Consolidated
    - *Replacement for Carol Madsen*
  - Garcia, Andrew B. – LTS for ELL – High School and Middle School
    - *Replacement for Mandy Tukiendorf*
  - Grogan, Helen K. – LTS for 4<sup>th</sup> Grade – Northside
    - *Replacement for Nicole LaBansky*
  - Sherratt, Meghan L. – LTS for Kindergarten – Harmony
    - *Replacement for Halle Emerson*
  - Tsakonas, Laura A. – LTS for Physical Education – East
    - *Replacement for Kristin Gibson*
  - Baldwin, Heather L. – LTS for Cross Categorical – West
    - *Replacement for Nicole Kan*
  - Steinke, Jennifer L. – Health Aide – East and Northside
    - *New Position*
  - Adams, Yvonne H. – LTS for 3<sup>rd</sup> Grade – West
    - *Replacement for Kelly Doxey*
  - Crebbin, Cindy A. – LTS for English – High School
    - *Replacement for Ian Kirst and Jennifer Greenleaf*
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**2. Resignations:**

- LaDew, Jacqueline L. – Health Teacher – High School
  - *Effective: August 17, 2016*
- Dean-Bouton, Cheryl L. – Nutrition Team Member – High School
  - *Effective: August 22, 2016*

**3. Retirement Notices:**

- Cummings, Ellen A. – Administrative Assistant to Student Services – District Office
  - *Effective: August 17, 2016*

**4. Vacancies Posted, Not Yet Filled:**

- PT Admin Asst/Building Secretary – Middle School
- 8<sup>th</sup> Grade Co-Volleyball Coaches – Middle School
- LTS 6<sup>th</sup> Grade Teacher - Northside
- Girls' Junior Varsity Basketball Coach – High School
- Boys Head Swim Coach – High School
- Administrative Assistant to Student Services – District Office
- Part-time Art Teacher – High School
- Special Education Aide – West
- Head Baseball Coach – High School
- Long-term Substitute General Music Teacher – High School
- Health Teacher – High School
- Nutrition Team Staff Member – High School
- Library & Instructional Aide – Consolidated
- Payroll Specialist/ Sub Coordinator – District Office

**5. Leave of Absence:**

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**SCHOOL DISTRICT OF MILTON**  
**Milton, Wisconsin**

**2016-2017 SCHOOL YEAR**

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**GIFTS & DONATIONS FOR BOARD APPROVAL/ACCEPTANCE**  
**Monday, August 29, 2016**

<u>From</u>	<u>Amount</u>	<u>For</u>
Target – Take Charge of Education	\$766.04	Furniture for Milton West
Lifetouch National School Studios	\$103.80	Furniture for Milton West
Knapton Musik Knotes	\$150.00	MHS Band Golf Outing
Milton Propane	\$100.00	MHS Band Golf Outing
Fagan Automotive	\$100.00	MHS Band Golf Outing
Pete & Sarah Stuckey	\$100.00	MHS Band Golf Outing
David Nelson	<u>\$250.00</u>	MHS Band Golf Outing
<b>TOTAL</b>	<b>\$1,569.84</b>	

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