



REGULAR MONTHLY BOARD MEETING

**April 23, 2007
6:30 P.M.**

**Educational Support Center
3600 – 52nd Street
Kenosha, Wisconsin**



KENOSHA UNIFIED SCHOOL BOARD

REGULAR SCHOOL BOARD MEETING

Educational Support Center

April 23, 2007

6:30 P.M.

AGENDA

- I. Pledge of Allegiance – Kenosha Military Academy Color Guard
- II. Roll Call of Members
- III. Awards, Board Correspondence, Meetings and Appointments
 - District-Wide Student Art Exhibit Award Recipients
 - Science Olympiad Award Recipients
 - Bradford High School SMART Team
- IV. Digital Career Academy Presentation
- V. Administrative and Supervisory Appointments
- VI. Introduction and Comments by Student Ambassador
- VII. Legislative Report
- VIII. Views and Comments by the Public
- IX. Response and Comments by the Board of Education
- X. Remarks by the President
- XI. Superintendent's Report
- XII. Strategic Planning Update
- XIII. Consent Agenda
 - A. Consent/Receive Strategic Planning Implementation Teams #2 and 3 Updates..... Pages 1-6
 - B. Consent/Approve Career and Technical Education 2007-2008 Garrett A. Morgan Technology and Transportation Education Program Grant (GAMTTEP)Page 7-13

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XIII. Consent Agenda – Continued

- C. Consent/Approve Career and Technical Education 2007-2008 Carl Perkins Vocational Education Act Grant..... Pages 14-19
- D. Consent/Approve Donations to the District..... Page 20
- E. Consent/Approve Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations Page 21
- F. Consent/Approve Minutes of 3/24/07 and 3/27/07 Special Meetings and Executive Sessions, 3/13/07 and 4/3/07 Special Meetings, 4/3/07 Special Meeting of Electors and 3/27/07 Regular Meeting Pages 22-45
- G. Consent/Approve Summary of Receipts, Wire Transfers and Check Registers..... Pages 46-47

XIV. Old Business

- A. Discussion Proposed High School Schedules Pages 48-50
- B. Discussion/Action 2005 Referendum Weight Room Equipment Project Pages 51-52
- C. Discussion/Action Student Use of Internet System – Policy, Rule and Administrative Regulation 6633 and Electronic Communication (Personnel) – Policy and Rule 3535 Pages 53-62 (First Reading)
- D. Discussion/Action Policy 2000 Series - Administration Pages 63-81 (First Reading)

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XIV. Old Business - Continued

- E. Discussion/Action Rules of Order
Policy 8810 Pages 82-84
(First Reading)

XV. New Business

- A. Discussion/Action Enhancing Education
Through Technology
Grant (Ed Tech) Pages 85-89
- B. Discussion/Action Early Childhood
Long Term Site
Recommendations Pages 90-94

XVI. Other Business as Permitted by Law

- XVIII. Tentative Schedule of Reports, Events and Legal
Deadlines For School Board (April-May) Page 95

XIX. Predetermined Time and Date of Adjourned Meeting, If Necessary

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Kenosha Unified School District No. 1
Kenosha, Wisconsin

April 23, 2007

STRATEGIC PLANNING IMPLEMENTATION TEAM #2 UPDATE

Strategy II

We will develop a collaborative system, which actively engages students in meaningful service projects within their school or community.

Update on Progress and Timelines

The CTE department wrote an application for a Learn & Serve America Grant for the district for the 2006-2007 school year.

II.1 – Establish a service project support network throughout KUSD and community

II.2 – Establish a set of Policies and Procedures to be utilized for the implementation of meaningful service projects

Professional development was held February 22 and 23, 2007 for building service coaches and team members by the Executive Director of Service Learning from the DPI in Madison. Members from two of the Phase 2 pilot schools attended the service learning conference along with new members from a Phase 1 pilot school. The remaining pilot teams will be trained April 19-21, June 14, or June 20-21, 2007 at the ESC. All of the Phase 2 pilot schools will develop a project for the upcoming 2007-2008 school year.

The goal for next year is to implement the 7-10 additional new pilot school plans and develop a Train-the-Trainer service network for the KUSD district in cooperation with UW-Parkside. 12-15 KUSD staff members will attend training May 22nd to become our District trainers to make Strategy 2 training part of our professional development offerings in the KUSD Course Book. We are working with UW Parkside so that college credit can be obtained for staff recertification and their Professional Development Plans.

Budget

Coordinator – Temporary loaned AmeriCorps*Vista volunteers. Currently two volunteer VISTAs, Lacey Green and Megan Kroes, funded by Wisconsin Campus Compact through Kenosha County UW-Extension are working with Kenosha Unified for the 2006-2007 school year.

Clerical costs – Absorbed by the Career and Technical Education Department 2006-2007.

We were able to secure a small Learn and Serve grant for this year to provide training

and project development for 7-10 Phase 2 pilot schools. We have applied for and received \$17,238 from the DPI Learn and Serve Grant to expand the professional development and project development for an additional 10 schools. This would bring us

to a total of 17 of our 42 schools at the end of the 2007-08 year and on track to complete the entire district in the 5 year strategic plan timetable.

Staff Persons Leading This Strategy

Greg Wright, Beth Ormseth and the new Americorps* Vista positions.

Members of Results Statements Teams

Greg Wright, Beth Ormseth, Lacey Green, Megan Kroes, John de Montmollin, Cathy Gilmore, Kathy Belshaw, Sherry Thomas, Jane Snediker, Crista Kruse

Next Steps

- The new service learning pilot schools are: *Elementary:* Southport, Harvey, Jefferey, Wilson, Pleasant Prairie, Forest Park, Head Start *Middle Schools:* Lincoln, Mahone *High School:* Bradford
- Complete training and professional development for an additional 7-10 schools.
- Plan and implement 2 KUSD-Service Learning Academies on June 14 and June 20-21
- Implement seven pilot school service learning plans – 2006-2007 school year
- Evaluate and monitor service projects during 2006-2007 school year and improve processes for Phase II of seven to ten schools 2007-2008
- Develop staff and resource needs for Phase II – January 2007
- Showcase Phase 1 pilot schools before board meeting on May 24, 2007
- Train 12-15 facilitators for a Train the Trainer program with UW-Parkside.

Dr. R. Scott Pierce
Superintendent of Schools

Ms. Kathleen Barca
Executive Director of School Leadership

Mr. Greg Wright
Career, Technical and Service Education Coordinator

Ms. Beth Ormseth
Principal – Lance Middle School

LINK TO APPENDIX

Kenosha Unified School District No. 1
Kenosha, Wisconsin

April 23, 2007

STRATEGIC PLANNING IMPLEMENTATION TEAM 3 UPDATE

Strategy #3

We will develop and implement plans to address the overcrowding in our schools.

Update on Progress and Timelines

The implementation of Strategy III has continued to progress since our last update to the Committee in November. Attachment 1 to this report is an updated copy of the action plan matrix detailing what action steps have been completed and what the current status is for those steps yet to be complete. The following is a brief summary on the status of each of the 10 action plan result statements scheduled for implementation during the first two years.

III.1 – Investigate and determine leasable properties and/or install portable classrooms at schools where overcrowding is an issue for the 2005-06 school year and two years beyond.

- The Tremper portables were moved to accommodate the addition to the gymnasium to be completed for the fall of 2007. Three classrooms were created in the future weight room addition at Bradford for the 06-07 school year and they will be replaced by portable classrooms this summer.

III.2 – Encourage the formation of more instrumentality charter and/or other non-boundary KUSD schools in present leasable properties by February 2006.

- Harborside Academy is scheduled to begin operations in the 2007-08 school year. Harborside will begin with grades 9 and 10 and add a grade each of the next 2 years to eventually be a 9-12 school that would serve up to 400 students.
- Kenosha Technology Enhanced Curriculum (KTEC) is also scheduled to begin operations in the 2007-08 school year. The four informational sessions held for the public resulted in over 340 students signing up for the K-8 school. A lottery was held on February 15th to select students for the over scribed grade levels.

III.3 – Construct a new elementary school in the west end of the School District to accommodate 600 students and an addition to Prairie Lane to accommodate 200 students by August 2007.

- The referendum passed in November 2005.
- Phase I of the Prairie Lane remodeling which included 8 classrooms was completed this summer. The Phase I addition which included 5 new classrooms, a music practice room and new ADA restrooms was completed and opened for use in October. The Phase II addition began with the removal of the portables during the Teacher Convention break last fall, and the two-story addition is already completely enclosed and interior work is well along. That addition and the Phase II remodeling will be complete in time for the 07-08 school year.
- The construction of the new Charles Nash Elementary School began in July and is

progressing very well. The building is entirely enclosed and interior finishes are well along throughout the building. The project will be completed in May.

III.4 – Implement all the Board of Education approved short-term overcrowding remedies by 2005-2006.

- Tremper had a Spanish "skinny" for the 2005-2006 school year. Approximately 25 students took this class. For the 2006-2007 school year it was determined that the "skinnies" did not fit into the block philosophy of the school. Therefore, they were not offered.
- Bradford has continued the theater program beyond the end of the school day. This class has been in place for several years.

III.5 – Expand the Certified Nursing Assistant (CNA) Program to Indian Trail Academy by 2006-2007.

- The CNA Program was established at Indian Trail Academy and has been up and running since the middle of the 05-06 school year.

III.6 – Promote enrollment at Indian Trail Academy and LakeView Technology Academy to achieve capacity by 2007-2008.

- Reuther was also added to this presentation to the middle level schools. The principals did a wonderful job of presenting their schools.

III.7 – Consider renting space at Gateway Technical College.

- The three classrooms added to Bradford this year replaced the need to rent space at Gateway.

III.8 – Establish a virtual E-High School for KUSD.

- The grant application for the virtual e-School was resubmitted to the DPI and approved, and the school began operations in January. It is currently being run out of an office at the ESC.

III.9 – Investigate the feasibility of rescheduling all high schools on the same block schedule format by 2006-2007.

- The uniformity of block schedules at all high schools was determined to not be cost effective by a team including all of the high school principals.

III.12 – Investigate establishing another alternative high school similar to Reuther to accommodate 400 students by 2007–2008.

- Although this action was not scheduled for implementation, the ELOB School would serve this purpose as described in III.2.

III.13 – Gain broad public support for the overall plan to address overcrowding by 2005-2006 and thereafter.

- The 2005 referendum was successful. An RFP to hire an architectural firm and referendum consultant was issued last fall and Bray Architects was hired to work with the District to begin the process for a spring 2008 referendum for high school capacity.

Budget

III.1 – Approximately \$250,000 was spent in 2005-06 to address facilities related issues due to enrollment growth. This money was funded through the major maintenance budget.

III.3 – The November 1, 2005 referendum was approved authorizing the expenditure of \$14,950,000 to fund these projects.

III.3 – Boundary software was purchased using the District’s transportation budget as approved by the Board at their November 22, 2005 meeting.

III.7 – Approximately \$10,000 of major maintenance funds were spent to temporarily convert the new weight room at Bradford into three classrooms.

Staff Persons Leading This Strategy

Pat Finnemore and Nancy Weirick

Members of Results Statements Teams

As mentioned earlier, 10 of the 14 results statements were assigned to the first year of implementation. Some of the result statements were assigned to specific individuals or groups of individuals; others were assigned to teams.

III.1&7 - Short-Term Space Related Result Statements

- Pat Finnemore
- Linda Langenstroer
- Diana Knudsen
- Peggy Walasek
- Deb Rosinski

III.2&8 - Charter School and Virtual School Result Statements

- Pat Jones
- Bill Hittman
- Tim Miller
- Nancy Weirick
- Carol Budwick
- Adam King
- Alicia Hribal
- Chad Niemuth
- Craig Simpkins
- Diana Pearson
- Monica Yuhas

III.3&13 – Long-Term Space Related Result Statements

- Pat Finnemore
- Luanne Rohde
- Sherry Thomas
- Sonya Stephens
- Tim Elsen

- April Schmit
- Sergio Chiappetta
- Deb Schaefer
- Chris Tindall
- Elizabeth Daghfal
- Angie Gabriele

III.4&9 - Short-Term High School Scheduling Options

- High School Principals

III.5 - Expand CNA Program to Indian Trail Academy

- Dick Aiello

III.6 – Promote Enrollment at Indian Trail and Lakeview

- Dick Aiello
- Bill Hittman

Next Steps

All of the key upcoming steps were discussed in detail earlier in the report and in summary they are:

- Open ELOB and KTEC Charter School
- Complete Nash and Prairie Lane projects
- Implement boundary change
- Continue to grow the eSchool program
- Develop a scope and budget for spring 2008 high school referendum

Dr. R. Scott Pierce
Superintendent of Schools

Nancy Weirick
Implementation Team Co-Chair

Patrick Finnemore
Implementation Team Co-Chair

LINK TO APPENDIX

**Kenosha Unified School District No. 1
Kenosha, Wisconsin**

April 23, 2007

**CAREER AND TECHNICAL EDUCATION
2007-2008 GARRETT A. MORGAN TECHNOLOGY AND TRANSPORTATION
EDUCATION PROGRAM GRANT (GAMTTEP)**

We are requesting permission to apply for and implement the 2007-2008 Garrett A. Morgan Technology and Transportation Education Program Grant.

Kenosha Unified School District No. 1 Strategic Objective No. 4: No later than 2010, all students will meet or exceed the district and state identified proficiency levels for performance in reading, math, science, and social studies.

Kenosha Unified School District No. 1 Strategy No. 4: We will ensure that staff is implementing the district curriculum and using effective instructional strategies as well as data to help students demonstrate proficiency on standardized assessments.

Title of the Grant

The title of the grant is the Garrett A. Morgan Technology and Transportation Education Program.

Funding Source

The funding source is the United States Department of Transportation Federal Highway Administration Universities and Grants Program.

Time Period Covered by the Grant

The time period for the grant is July 1, 2007 through June 30, 2008.

Purpose of the Grant Application

Federal Purpose

GAMTTEP's purpose is to "improve the preparations of students, particularly women and minorities, in science, technology, engineering, and mathematics (STEM) through curriculum development and other activities related to transportation." Program objectives are:

1. To build a bridge between America's youth and the transportation community;
2. To improve elementary and secondary (K-12) level students' skills in STEM through such means as curriculum development, internships, mentoring programs, and other transportation-related activities;
3. To facilitate partnerships among government, academia, and the private sector;
4. To increase understanding of the transportation industry and careers, and advance transportation workforce development.

State Purpose

1. Development of career and technical education in conjunction with Governor Doyle's Grow Wisconsin initiative.
2. Develop highly skilled auto and diesel technicians to meet the demand for autos, trucks and large equipment.
3. Elevation and extension of standards of excellence in classroom and laboratory instruction, supervised experiences, and student organizations.
4. Provision of leadership and cultivation of strong partnerships in the total educational system and with business, industry and labor.
5. Much of the seasoned transportation workforce is retiring. The demand for both traditional and new skills is expanding. The nation's need for a highly skilled, diverse, and multi-disciplinary transportation workforce continues to grow.

Local Purpose

The Kenosha Unified School District No. 1 (KUSD), as a partner with Gateway Technical College, Racine Unified School District (RUSD) and Wilmot Area School District (WASD) will utilize the grant funds to provide initial training for secondary instructors, certification and transitional curricular activities. Equipment for demonstration will be purchased and portable modular transportation labs will be constructed and brought to the participating secondary schools for onsite cutting edge training. KUSD will be the fiscal agent for the one-year grant.

Career and Technical Education Department Strategic Plan outlines the following goals:

1. Provide staff development activities that will include externships and career awareness activities.
2. Integrate academic and occupational learning to allow students to see a direct linkage between what is being learned and practical applications to their lives and careers.
3. Establish effective curriculum alignment and articulation linkages between secondary and post-secondary education to assure lifelong learning experiences for all students at all participating high schools and academies.
4. Support career and technical education curriculum and opportunities for all students.
5. Develop a system of an integrated school-based/work-based pathway that organizes academic

and occupational learning with the transportation career cluster adopted by the Department of Education and National Skill Standards Bureau.

6. Establish collaborative partnerships among schools, parents, business, industry, labor, and community-based organizations to leverage available resources and provide high quality career and technical education for all students.
7. The key component of the GAMTTEP is priority to Women and Minority-based Programs. Participating schools will target interested minority and female students to expose them to careers in the transportation field by tours, workshops, and summer day camps for middle school students.

How the Grant Meets the Strategic Plan and Goals of the District

The grant will allow enhancements to the transportation curriculum and instructor professional development to support strategy 4 by integrating core academic standards in project-based learning. The new national Automotive Service Excellence (ASE) curriculum at high school will support strategy 7 by engaging students in a high tech career path.

The proposed mission of Kenosha Unified School District, an educational system which values our multicultural heritage, is to empower all students to reach their unique capabilities, contribute to our community, and compete in a global society by providing diverse and challenging opportunities to learn through the collaborative efforts of students, families, community and staff. The 2007-2008 GAMTTEP grant application supports work-based learning opportunities and transition opportunities into post secondary education. The grant also meets the Career and Technical Education Strategic Plan Vision Statement: To help all students better prepare for their future by linking learning experiences in school to skills needed in their future careers. (Approved by the KUSD Board of Education on January 25, 2000)

Budget

Kenosha Unified, Racine Unified, Wilmot High School, and Gateway Technical College are receiving an allocation of \$100,400.

• Marketing	\$ 5,000
• Evaluation	\$ 10,000
• H.S. Instructors: Review/development 80 hrs. @ \$41.00/hr.	\$ 3,280
• GTC Administrative overhead	\$ 10,000
• Other (Youth Apprenticeship and mentor training)	\$ 10,000
Sub Total	<u>\$ 38,280</u>
Auto Program:	
• Instructor Salary 505 hrs. @ \$41.00	\$ 20,705
Sub Total	<u>\$ 20,705</u>
Props:	
• Engine Run Stand/Dyno/Controls	\$ 32,415
• Engine/overhaul/accessories	\$ 7,500
• Engine management system	\$ 1,500
Sub Total	<u>\$ 41,415</u>
Total	<u>\$100,400</u>

Explanation of any District Resources that would be Committed as a Result of Receiving the Grant

None

Evaluation Plan with Indication of its Impact on District Benchmarks

The Vocational Education Enrollment Report (VEERS) is state documentation that can be used for evaluation.

Whether it is a Continuation or a New Project

New Project

Whether the Grant Covers any Items that are Already Part of the District’s Budget

No. The grant will cover items that are in addition to the budget.

Staff Persons in Charge of the Program/Project

Dr R. Scott Pierce
Superintendent of Schools

Edie Holcomb, Ph.D.
Executive Director of Curriculum and Instructional Services

Mr. Greg Wright
Career and Technical and Service Education Coordinator

Bryan Albrecht
Gateway Technical College President

Staff Persons Who Were Involved in the Preparation of the Grant

Mr. Greg Wright
Career and Technical and Service Education Coordinator

Julie Thomson
Gateway Technical College Grants Development Specialist

Dennis Sherwood
Gateway Technical College Dean

Bob Braun
Gateway Technical College

Dave Dixon
Racine Unified School District

Ken Dotzler
Gateway Technical College

Brad Haag
Racine Unified School District

Stephanie Sklba
Gateway Technical College Tech Prep

Cheryl Kothe
Wilmot High School

Recommendation

At its April 3, 2007 meeting, the Curriculum/Program Committee voted to forward the 2007-2008 Garrett A. Morgan Technology and Transportation Education Program Grant to the School Board for approval to submit and implement for the 2007-2008 school year. Administration recommends Board approval as noted above.

Dr. R. Scott Pierce
Superintendent of Schools

Edie Holcomb, Ph.D.
Executive Director of Curriculum and Instructional Services

Mr. Greg Wright
Career and Technical and Service Education Coordinator



Kenosha Unified School District No. 1

Fiscal, Facilities and Personnel Impact Statement

Title: GARRETT A. MORGAN TECHNOLOGY AND TRANSPORTATION EDUCATION PROGRAM GRANT (GAMTTEP) **Budget Year:** 2007-2008

Department: Career & Technical Education **Budget Manager:** Greg Wright

REQUEST

We are requesting approval to apply and implement the 2007-2008 Garrett A. Morgan Technology and Transportation Education Program Grant.

RATIONALE/ INSTRUCTIONAL FOCUS

The grant provides professional development for secondary and post secondary transportation instructors. It also targets minority, female and non-traditional students into the transportation industry by providing innovative training and educational experiences.

IMPACT

The GAMTTEP funding helps to develop more fully the academic, vocational, and technical skills of secondary students and post-secondary students who elect to enroll in transportation certification and associate degree programs. No District resources would be committed as a result of receiving the grant in 2007-2008 and beyond.

BUDGET IMPACT		
Object Level	Descriptive	Amount
100's	Salaries	22,985
200's	Fringes	1,000
300's	Purchased Services	10,000
400's	Non-Capital Objects	25,000
500's	Capital Objects	41,415
TOTAL		
		100,400

*Note: To calculate the Total in the Amount column, select the Total Amount and press the F9 key.

Is this a one-time or recurring expenditure?

FUNDING SOURCES

N/A

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**Kenosha Unified School District No. 1
Kenosha, Wisconsin**

April 23, 2007

**CAREER AND TECHNICAL EDUCATION
2007-2008 CARL PERKINS VOCATIONAL EDUCATION ACT GRANT**

We are requesting permission to apply for and implement the 2007-2008 Carl Perkins Vocational Education Act grant.

Kenosha Unified School District No. 1 Strategic Objective No. 4: No later than 2010, all students will meet or exceed the district and state identified proficiency levels for performance in reading, math, science, and social studies.

Kenosha Unified School District No. 1 Strategy No. 4: We will ensure that staff is implementing the district curriculum and using effective instructional strategies as well as data to help students demonstrate proficiency on standardized assessments.

Title of the Grant

The title of the grant is the Carl Perkins Vocational and Technical Education Act.

Funding Source

The funding source is the federal government Carl Perkins Vocational and Technical Education Act of 1998, P. L. 105-332.

Time Period Covered by the Grant

The time period for the grant is July 1, 2007 through June 30, 2008.

Purpose of the Grant Application

Federal Purpose

The purpose of the Carl Perkins legislation is to develop more fully the academic, vocational, and technical skills of secondary students and post-secondary students who elect to enroll in vocational and technical education programs, by:

1. Building on the efforts of states and localities to develop challenging academic standards;
2. Promoting the development of services and activities that integrate academic, vocational, and technical instruction and that link secondary and post secondary education for participating vocational and technical education students;
3. Increasing state and local flexibility in providing services and activities designed to develop, implement, and improve career and technical education, including tech prep education; and
4. Disseminating national research and providing professional development and technical assistance that will improve vocational and technical education programs, services, and activities.

State Purpose

The 2007-2008 Wisconsin State Plan includes the following goals:

1. Provision of career and technical education, especially work-based learning, to all people and groups equally and without discrimination.
2. Development of career and technical education that continually and systematically responds to the trends and demands of the marketplace.
3. Amplification and expansion of the “whole person” concept of education within vocational and technical education.
4. Elevation and extension of standards of excellence in classroom and laboratory instruction, supervised experiences, and student organizations.
5. Provision of leadership and cultivation of strong partnerships in the total educational system and with business, industry and labor.

Local Purpose

The Kenosha Unified School District No. 1 (KUSD) Career and Technical Education Department Strategic Plan outlines the following goals:

1. Provide comprehensive career and technical skill development for all students PK-12 and beyond.
2. Integrate academic and occupational learning to allow students to see a direct linkage between what is being learned and practical applications to their lives and careers.
3. Establish effective curriculum alignment and articulation linkages between secondary and post-secondary education to assure lifelong learning experiences for all students at all KUSD high schools and academies.
4. Support career and technical education curriculum and opportunities for all students.
5. Develop a system of integrated school-based/work-based pathways that organize academic and occupational learning with the 16 career clusters adopted by the Department of Education and National Skill Standards Bureau.
6. Establish collaborative partnerships among schools, parents, business, industry, labor, and community-based organizations to leverage available resources and provide high quality career and technical education for all students.
7. Provide staff development activities that will include externships and career awareness activities.
8. Provide administrative leadership, internally to all KUSD instructional staff and externally with the Kenosha community.

How the Grant Meets the Strategic Plan and Goals of the District

The grant will allow changes to support strategy 4 by integrating core academic standards in project-based learning. The new Project Lead the Way curriculum at high school and the interactive modular labs at middle school will support strategy 7 by engaging students in a high tech interactive lab.

The proposed mission of Kenosha Unified School District, an educational system which values our multicultural heritage, is to empower all students to reach their unique capabilities, contribute to our community, and compete in a global society by providing diverse and challenging opportunities to learn through the collaborative efforts of students, families, community and staff. The 2007-2008 Carl Perkins grant application supports work-based learning opportunities and transition opportunities into post secondary education. The grant also meets the Career and Technical Education Strategic Plan Vision Statement: To help all students better prepare for their future by linking learning experiences in school to skills needed in their future careers. (Approved by the KUSD Board of Education on January 25, 2000)

Budget

KUSD is receiving an allocation of approximately \$192,000.

The budget below is reflected in the Career and Technical Education Strategic Plan.

Capital Items

Capital Equipment	\$ 45,000
• Computer lab equipment/updates	
• Family & Consumer Science equipment	
• Middle school labs – updating	
• Transportation & Business updating	

Purchased Services

Workshops, Conferences, Student Programs	\$ 32,000
• Career and Technical Student Organizations (CTSO)	
• Conferences	
• Competitions	
• Student leadership development	
• Minority Day	
• Construction	

Non-Capital Items

Instructional Resources/Supplies	\$ 5,000
Food	\$ 4,000
• Minority Day – “Opening Doors”	
• Gateway Technical College workshop	
• Furniture	\$ 5,000
Non-Capital Equipment	\$ 89,000

- Tech Ed – Project Lead the Way High School Labs
- FC/S – middle school upgrade labs
- Business lab updates and computers

Salaries	
Substitutes	\$ 3,500
Secretarial Overtime	\$ 500
Teachers-additional time	\$ 8,000
• Curriculum writing – integrate core academic standards	
Total	<u>\$192,000</u>

Explanation of any District Resources that would be Committed as a Result of Receiving the Grant

None

Evaluation Plan with Indication of its Impact on District Benchmarks

The DPI School-to-Work Self-Evaluation Tool will be used. The Vocational Education Enrollment Report (VEERS) is the state documentation required for evaluation by the state of Wisconsin.

Whether it is a Continuation or a New Project

It is a continuation project that has served the District for more than 20 years. This grant may be credited with supporting capital and non-capital equipment purchases for career and technical education, the development of the career academies, integrated/applied curriculum, and the most recent effort to meet national standards in all areas of the curriculum. It has also supported the revision of the KUSD equity policy.

Whether the Grant Covers any Items that are Already Part of the District’s Budget

No. The grant will cover items that are in addition to the budget.

Staff Persons in Charge of the Program/Project

Eddie Holcomb, Ph.D.
Executive Director of Curriculum and Instructional Services

Mr. Greg Wright
Career and Technical and Service Education Coordinator

Staff Persons Who Were Involved in the Preparation of the Grant

Eddie Holcomb, Ph.D.
Executive Director of Curriculum and Instructional Services

Mr. Greg Wright
Career and Technical and Service Education Coordinator

Recommendation

At its April 3, 2007 meeting, the Curriculum/Program Committee voted to forward the 2007-08 Carl Perkins Vocational Education Act Grant to the School Board for approval to submit and implement for the 2007-2008 school year. Administration recommends Board approval as noted above.

Dr. R. Scott Pierce
Superintendent of Schools

Eddie Holcomb, Ph.D.
Executive Director of Curriculum and Instructional Services

Mr. Greg Wright
Career and Technical and Service Education Coordinator



Kenosha Unified School District No. 1
Fiscal, Facilities and Personnel Impact Statement

Title: **Budget Year:**

Department: **Budget Manager:**

REQUEST

We are requesting approval to apply and implement the 2007-2008 Carl Perkins Vocational Education Act Grant

RATIONALE/ INSTRUCTIONAL FOCUS

Provides work-based learning opportunities and transition opportunities into post secondary education for secondary and post-secondary students who elect to enroll in vocational and technical education programs.

IMPACT

Carl Perkins funding helps to develop more fully the academic, vocational, and technical skills of secondary students and post-secondary students who elect to enroll in vocational and technical education programs. No District resources would be committed as a result of receiving the grant.

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	11,000
200's	Fringes	1,000
300's	Purchased Services	32,000
400's	Non-Capital Objects	103,000
500's	Capital Objects	45,000
	TOTAL	
		192,000

*Note: To calculate the Total in the Amount column, select the Total Amount and press the F9 key.

Is this a one-time or recurring expenditure?

FUNDING SOURCES

N/A

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

April 23, 2007

DONATIONS TO THE DISTRICT

The District has received the following donations:

1. Anthony Buffamonte donated \$150.00 to Bradford High School's tennis program.

Administrative Recommendation

Administration requests the Board of Education approve acceptance of the above listed gift(s), grant(s) or bequest(s) as per Board Policy 3280, to authorize the establishment of appropriate accounts to monitor fiscal activity, to amend the budget to reflect this action and to publish the budget change per Wisconsin Statute 65.90(5)(a).

R. Scott Pierce
Superintendent of Schools

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KENOSHA UNIFIED SCHOOL DIST. NO. 1
APRIL 23, 2007

Action	Board Date	Code	Staff	Employee Last Name	Employee First Name	School/Dept	Position	Effective Date	Salary or Hourly Rate	Reason	Step/Level	Letter or Contract
Appointment	4/23/07	*	Service Empl	Akina	Lei Lani	Jeffery/Prairie Lane Elementa	Custodian	04/24/07	14.20	New Hire		
Appointment	4/23/07	*	Educ. Assistant	Cullotta	Jeanne	Pleasant Prairie Elementary	Health Information	03/26/07	11.75	New Hire		
Appointment	4/3/07		Service Empl	Evangelista	Carolina	Food Services	H-1 Food Service Helper	03/15/07	11.27	New Hire		
Appointment	4/23/07	*	Service Empl	Kautzer	Karen	Durkee Elementary	Custodian	04/24/07	14.20	New Hire		
Appointment	4/23/07	*	Service Empl	Metallo	Vicky	Food Services-Lance M.S.	Grade 2 Head Cook Unit M.	03/19/07	13.81	New Hire		
Early Retirement	4/3/07		Instructional	Banks Cooks	Estelena	Bradford High School	School Counselor	06/11/07	61,258.00	Retirement	M12 Step 15	
Early Retirement	4/23/07	*	Instructional	Andreoli	Sharon	Roosevelt Elementary	Speech Therapist	06/11/07	32,531.00	Retirement	M30/15	
Early Retirement	4/23/07	*	Administration	Mattioli	Louise	ESC	Professional Development	06/30/07	95,432.00	Retirement	AST/18/09	
Leave of Absence	4/3/07		Instructional	Brand	Jennifer	Stocker Elementary School	Kindergarten	08/29/07	35,952.00	Yr. 2 Child Rearing -	B 6 Step 5	
Leave of Absence	4/23/07	*	Instructional	Kurz	Lori	Lance Middle School	Science	08/29/07	50,589.00	Yr. 2 Child Rearing -	B 18 Step 13	
Leave of Absence	4/23/07	*	Instructional	Pietluck	Nicole	Washington Middle School	Grade 6	09/25/07	51,221.00	Yr. 1 Child Rearing -	B 12 Step 14	
Leave of Absence	4/23/07	*	Instructional	Weitzel	Jaime	Mahone Middle School	Math	08/29/07	35,416.00	Yr. 2 Child Rearing -	B Step 5	
Resignation	4/23/07	*	Instructional	Bartholomew	Michael	Bradford High School	Business Education	06/11/07	50,209.00	Resignation	M00/11	
Resignation	4/3/07		Educ. Assistant	Birkholz	Paul	Bradford High School	Educational Assistant	03/30/07		Resignation		
Resignation	4/23/07	*	Educ. Assistant	Cullotta	Jeanne	Pleasant Prairie Elementary	Attendance	03/20/07	12.32	Resignation		
Resignation	4/3/07		Instructional	Fulton	Timothy	Grant Elementary	Speech Therapist	06/11/07	32,531.00	Resignation	M 30 Step 15	
Resignation	4/23/07	*	Instructional	Kosobucki	Brenda	Forest Park Elementary	L.D. (Idea)	03/30/07	53,951.00	Resignation	B24/14	
Resignation	4/23/07	*	Instructional	Owens	Cory	LakeView Technology Acader	Technology Education	06/11/07	53,951.00	Resignation	B24/14	
Resignation	4/23/07	*	Instructional	Stachofsky	Joseph	LakeView Technology Acader	Cross Categorical	06/30/07	50,209.00	Resignation	M00/11	
Retirement	4/23/07	*	Administration	Chernik	Suzanne	ESC/IMC	Specialist-Library Media	06/30/07	78,470.00	Retirement	AST/10/05	
Retirement	4/23/07	*	Service Empl	Zukowski	Richard	Lincoln Elementary	Custodian	06/29/07	17.10	Retirement		

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A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD MARCH 13, 2007

A special meeting of the Kenosha Unified School Board was held on Tuesday, March 13, 2007, at 8:00 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of the meeting was for the discussion/action on an administrative appointment; discussion/action on the Building Naming Committee recommendation and discussion/action on the proposed meeting of electors to approve lease, sub-lease and designation of a school site.

The meeting was called to order at 8:05 P.M. with the following members present: Mr. Stalker, Mrs. Stevens, Mr. Hujik, Mr. Englund, Mr. Ostman, Mr. Fountain, and Mr. Olson.

Mr. Olson, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Dr. Pierce presented the Administrative Appointment of Sue Savaglio-Jarvis as Principal of Bradford High School effective July 1, 2007.

Mr. Fountain moved to approve the administrative appointment of Sue Savaglio-Jarvis as Principal at Bradford High School effective July 1, 2007. Mr. Hujik seconded the motion. Motion carried. Mr. Ostman and Mrs. Stevens dissenting.

Dr. Pierce presented the Building Naming Committee Recommendation submitted by the Committee, excerpts follow:

“School Board Policy 7400 – Naming or Renaming District Buildings states that a “Building Naming Committee, at the request of the Board, shall advise on the naming or renaming of District buildings or facilities.” Within the scope of its responsibility, a Building Naming Committee was charged with the responsibility to solicit and compile a list of potential names for the Durkee/Lincoln replacement elementary school. This Committee, with Judy Scovell, Lincoln Elementary School Teacher, as its chairperson, acknowledged and adhered to Board Policy in the performance of its duties.

The Building Naming Committee met on February 21, 2007, to determine the set of guidelines it would follow and determine a final name or names to be submitted to the School Board for consideration. The final candidate name was derived from a diverse list of different names submitted by the public, and the Committee also reviewed previously suggested names kept on file in the Superintendent of Schools’ Office per board policy. Those lists totaled over 140 additional names for the Committee’s consideration.

The Building Naming Committee unanimously approved recommending to the Board the name of Charles Durkee Elementary School as the name for the Durkee/Lincoln replacement school.”

Mr. Hujik moved to approve the name of Charles Durkee Elementary School as the name for the Durkee/Lincoln replacement school. Mr. Ostman seconded the motion.

Community members requested that the Board postpone voting on this item due to the fact that they felt that there was not enough community awareness and/or involvement on this issue. A discussion followed.

Mr. Olson directed that information regarding the Building Naming Committee be posted on the District website.

The previous motion made by Mr. Hujik and seconded by Mr. Ostman was withdrawn.

Mrs. Stevens moved to postpone voting on the Building Naming Committee Recommendation indefinitely. Mr. Fountain seconded the motion. Unanimously approved.

Dr. Pierce presented the Proposed Meeting of Electors to Approve Lease, Sub-Lease and Designation of a School Site submitted by Mr. William Johnston, Director of Finance, and Dr. Pierce, excerpts follow:

“Administration is requesting that the Board of Education schedule a special meeting of electors on Tuesday, April 3, 2007, to obtain elector approval to lease St. Elizabeth Congregation at 4816 – 7th Avenue, Kenosha, Wisconsin, for the location of Harborside Academy, Kenosha Technology Enhanced Curriculum (KTEC) and the Kenosha eSchool charter schools and to also designate that facility as a school site.

On July 25, 2006, Board of Education approval was given for KUSD to take over responsibility (long-term lease) of Simmons Field beginning on January 1, 2007. Administration would now like to sub-lease that field to Kenosha Post No. 21 of the American Legion (a/k/a Simmons Baseball Organization) and is requesting that this item be included on the agenda at the special meeting of electors.

Administration recommends that the Board of Education schedule a special meeting of electors on Tuesday, April 3, 2007, or another such date as may be required, based on finalizing agreements on these two issues. The purpose is to obtain approval to lease St. Elizabeth Congregation for the location of Harborside Academy, Kenosha Technology Enhanced Curriculum (KTEC) and Kenosha eSchool charter schools, designate it as a school site, and to also obtain approval to sub-lease Simmons Field to the Kenosha Post No. 21 of the American Legion (a/k/a Kenosha Simmons Baseball Organization).”

Mr. Hujik moved to schedule a special meeting of electors on Tuesday, April 3, 2007, or another such date as may be required, to obtain approval to lease a site for the location of Harborside Academy, Kenosha Technology Enhanced Curriculum (KTEC) and Kenosha eSchool charter schools, designate it as a school site and to obtain approval to sub-lease Simmons Field to the Kenosha Post No. 21 of the American Legion (a/k/a Kenosha Simmons Baseball Organization). Mr. Stalker seconded the motion. Motion carried. Mr. Ostman and Mrs. Stevens dissenting.

Meeting adjourned at 8:30 P.M.

Stacy Schroeder Busby
School Board Secretary

EXECUTIVE SESSION
OF THE KENOSHA SCHOOL BOARD
HELD MARCH 24, 2007

An executive session of the Kenosha Unified School Board was called to order at 8:01 A.M. on Saturday, March 24, 2007, in the small Board Room at the Educational Support Center for the purpose of discussing Personnel: Problems; Personnel: Position Assignments; and Personnel: Compensation and/or Contracts; Property: Lease/Rental and Collective Bargaining Deliberations.

The following Board members were present: Mr. Stalker, Mr. Hujik, Mr. Englund, Mr. Fountain, and Mr. Olson. Dr. Pierce was also present. Mr. Ostman and Ms. Stevens arrived later.

1. Personnel: Problems; Position Assignments; Compensation and/or Contracts; Evaluation Consideration

Mr. Ostman and Ms. Stevens arrived at 8:05 A.M.

Board members discussed organizational changes and Principal assignments.

2. Property: Lease/Rental

Mr. Finnemore gave Board members an update on the possible lease of St. Elizabeth Congregation and other possible suitable locations.

3. Collective Bargaining Deliberations not Subject to S.S. 19.85(3)

Board members discussed the status of collective bargaining deliberations.

Meeting adjourned at 11:15 A.M.

These minutes were composed from notes taken by Mr. Olson.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD MARCH 27, 2007

A special meeting of the Kenosha Unified School Board was held on Tuesday, March 27, 2007, in Room B208 at Pleasant Prairie Elementary School. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 5:50 P.M. with the following members present: Mr. Stalker, Mrs. Stevens, Mr. Hujik, Mr. Englund, Mr. Fountain, and Mr. Olson. Dr. Pierce was also present. Mr. Ostman arrived later.

Mr. Olson, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mr. Olson announced that an executive session had been scheduled to follow this special meeting for the purpose of discussion regarding review of findings/orders by the Independent Hearing Officer; personnel: problems; personnel: position assignments; personnel: compensation and/or contracts; property: lease/rental and collective bargaining deliberations not subject to S.S. 19.85(3).

Mrs. Stevens moved that this executive session be held. Mr. Hujik seconded the motion.

Mr. Ostman arrived at 5:51 P.M.

Roll call vote. Ayes: Mr. Stalker, Mrs. Stevens, Mr. Hujik, Mr. Englund, Mr. Ostman, Mr. Fountain and Mr. Olson. Noes: None. Unanimously approved.

1. Review Findings/Orders by the Independent Hearing Officer:

Ms. Stephens arrived at 5:53 P.M. and provided Board members with information regarding fourteen expulsions.

Ms. Stephens and Dr. Pierce were excused at 6:09 P.M.

Mr. Englund moved to concur with the recommendation of the hearing officer with respect to the first expulsion. Mr. Fountain seconded the motion. Unanimously approved.

Mr. Hujik moved to concur with the recommendation of the hearing officer with respect to the second expulsion. Mr. Englund seconded the motion. Unanimously approved.

Mrs. Stevens moved to concur with the recommendation of the hearing officer with respect to the third expulsion. Mr. Fountain seconded the motion. Unanimously approved.

Mrs. Stevens moved to extend the length of the fourth expulsion until the end of the 2007-2008 school year and approve the recommendation of the hearing officer as amended. Mr. Ostman seconded the motion. Unanimously approved.

Mr. Hujik moved to concur with the recommendation of the hearing officer with respect to the fifth expulsion. Mr. Englund seconded the motion. Unanimously approved.

Mr. Ostman moved to extend the length of the sixth expulsion until the end of the 2007-2008 school year and approve the recommendation of the hearing officer as amended. Mrs. Stevens seconded the motion. Unanimously approved.

Mr. Ostman moved to extend the length of the seventh expulsion until the end of the 2007-2008 school year and approve the recommendation of the hearing officer as amended. Mrs. Stevens seconded the motion. Motion carried. Mr. Hujik dissenting.

Mr. Englund moved to concur with the recommendation of the hearing officer with respect to the eighth expulsion. Mr. Fountain seconded the motion. Unanimously approved.

Mrs. Stevens moved to extend the length of the ninth expulsion until the end of the 2007-2008 school year and approve the recommendation of the hearing officer as amended. Mr. Hujik seconded the motion. Unanimously approved.

Mr. Englund moved to concur with the recommendation of the hearing officer with respect to the tenth expulsion. Mr. Fountain seconded the motion. Motion carried. Mrs. Stevens dissenting.

Mr. Englund moved to extend the length of the eleventh expulsion until the end of the first semester of the 2007-2008 school year and approve the recommendation of the hearing officer as amended. Mrs. Stevens seconded the motion. Unanimously approved.

Mrs. Stevens moved to extend the length of the twelfth expulsion until the end of the 2007-2008 school year with additional consideration for the Hillcrest Bridges Program and approve the recommendation of the hearing officer as amended. Mr. Hujik seconded the motion. Unanimously approved.

Mr. Englund moved to concur with the recommendation of the hearing officer with respect to the thirteenth expulsion. Mr. Hujik seconded the motion. Unanimously approved.

Mr. Englund moved to concur with the recommendation of the hearing officer with respect to the fourteenth expulsion. Mr. Ostman seconded the motion. Unanimously approved.

Dr. Pierce returned to the meeting at 6:25 P.M.

2. Personnel: Problems, Position Assignments, Compensation and/or Contracts

A brief discussion took place regarding a letter received by a former employee.

3. Lease/Rental

A brief discussion took place regarding a proposed lease of property for the charter schools.

4. Collective Bargaining Deliberations not Subject to S.S. 19.85(3)

Ms. Glass and Mr. Johnston arrived at 6:30 P.M. and updated Board members on the status of collective bargaining deliberations.

Meeting adjourned at 6:53 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD MARCH 27, 2007

A regular meeting of the Kenosha Unified School Board was held on Tuesday, March 27, 2007, at 7:00 P.M. at Pleasant Prairie Elementary School. Mr. Olson, President, presided.

The meeting was called to order at 7:02 P.M. with the following Board members present: Mr. Stalker, Mrs. Stevens, Mr. Hujik, Mr. Englund, Mr. Ostman, Mr. Fountain and Mr. Olson.

Mr. Olson, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District No. 1. Notice of this regular meeting was given to the public by forwarding the complete agenda to all requesting radio stations and newspapers. Copies of the complete agenda are available for inspection at all public schools and at the Superintendent's office. Anyone desiring information as to forthcoming meetings should contact the Superintendent's office.

Dr. Pierce presented the following awards: Bradford High School's Ernest Wright Named Boys and Girls Club's State Youth of the Year; Wisconsin Honors Music Project; Bullen, Mahone and Stocker School Students Earn State Battle of the Books Honors; Tremper Service Project Earns State Honors; and Bradford Wrestling Team Featured in State Magazine.

A musical presentation was given by Pleasant Prairie students.

Dr. Pierce presented the Administrative and Supervisory appointments.

Mr. Fountain moved to appoint Shane Gayle as Principal of Pleasant Prairie Elementary School effective July 1, 2007. Mr. Stalker seconded the motion. Unanimously approved.

Mr. Fountain moved to appoint David Newman as Principal of Prairie Lane Elementary School effective July 1, 2007. Mr. Hujik seconded the motion. Unanimously approved.

Mrs. Stevens moved to appoint Teresa Giampietro as Principal of McKinley Elementary School effective July 1, 2007. Mr. Hujik seconded the motion. Unanimously approved.

Dr. Pierce introduced the Student Ambassador, Nathan Ferda, from Bradford High School and he made his comments.

There was no Legislative Report.

Views and comments were expressed by members of the public and Board members made their responses and/or comments.

Dr. Pierce gave his Superintendent's report.

Consent-Approve item XII-E - Student Ambassador Policy 5411 was pulled from the consent agenda.

The Board then considered the following Consent-Approve items:

Consent-Receive item XII-A – Strategic Planning Implementation Team #4 Update as contained in the agenda.

Consent-Approve item XII-B – Head Start Federal Grant Request for the 2007-2008 School Year submitted by Ms. Belinda Grantham, Head Start Administrator; Mr. Kurt Sinclair, Director of School Leadership; Mr. Tim Miller, Executive Director of School Leadership 2; and Dr. Pierce, excerpts follow:

“Approval from the Board of Education is requested to submit and implement the Head Start Federal Grant for the 2007-08 school year. The funding for this grant is \$1,877,492. The grant is designed to fund the operating costs of the Kenosha Unified School District Head Start Child Development Program.

The purpose of the Head Start program is to provide comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool children and their families. This grant will service 330 high-risk children that will be three or four years of age on or before September 1, 2007. Funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and through the Head Start Performance Standards.

At its March 13, 2007 meeting, the Curriculum/Program Committee approved forwarding the 2007-08 Federal Head Start Grant Request to the School Board for approval to submit and implement for the 2007-08 school year. Administration recommends that the Board concur with the Committee's recommendation.”

Consent-Approve item XII-C – Waiver of Policy 1330 – Use of School District Facilities submitted by and Dr. Pierce, excerpts follow:

“The Superintendent is in receipt of a letter from Sheriff David Beth requesting a waiver of user fees for use of District facilities. Specifically, he is requesting a waiver of fees for use of Edward Bain School of Language and Art on Saturday, February 24, 2007 for Tactical Response Team (TRT) training. Sheriff Beth's letter indicates, “The TRT is responsible for the safe and effective resolution of critical incidents, which may occur in our community. The opportunity for this highly trained and skilled team to practice at a Kenosha Unified School will familiarize our members with this newly built school and will enhance our ability to respond and save lives.

Board Policy 1330.2, Charges for Use of School District Facilities defines requirements for outside groups to use school district facilities. Specifically, Policy 1330.2 states that, "...the Board retains the right to waive or adjust any fees associated with use of District facilities."

At its March 13, 2007 meeting, the Audit/Budget/Finance Committee recommended that this waiver request be approved and submitted to the full Board for consideration. Administration recommends that the Board approve the recommendation of the Audit/Budget/Finance Committee."

Consent-Approve item XII-D – Advertised Sales Affiliated with WGTD Sportscasting – Policy 1220 submitted by Ms. Suzanne Chernik, Specialist for Library Media and Instructional Technology; Ms. Kathleen Barca, Executive Director of School Leadership; and Dr. Pierce, excerpts follow:

"WGTD (Public Radio) is requesting permission to underwrite the airing of Kenosha Unified School District events. The Kenosha Community Media policy that the District uses for rebroadcasting school events over Channels 14 and 20 complies with the current District Policy 1510, Advertising/Promotions and Policy/Rule 1220, Media Coverage. The Wisconsin Association of School Boards was contacted and they are in agreement with this recommendation.

Therefore, it is recommended to apply the underwriting policy of the Kenosha Community Media for the WGTD (Public Radio) broadcast of Kenosha Unified School District events as the Administrative Regulation 1220. Attached is also revised Policy 1220 – Media Coverage – to include local radio programs.

The Curriculum and Program Committee reviewed Advertisement Sales Affiliated with WGTD Sportscasting on February 13, 2007 and forwarded it to Board for approval on a first and second reading at the February 27 and March 27, 2007 Board meetings.

Board approval is requested for the revised Policy and Rule 1220, Media Coverage, on a second reading on March 27, 2007."

Consent-Approve item XII-F – Corporal Punishment/Use of Physical Force – Policy 5471 submitted by Ms. Barca and Dr. Pierce, excerpts follow:

"This policy was discussed at the November 14, 2006 Personnel and Policy Committee meeting with direction that it come back to the committee in February.

The Personnel and Policy Committee recommended, at its February 13, 2007 meeting, that the Corporal Punishment/Use of Force – Policy 5471 be brought to the full Board for a first reading on February 27, 2007 and a second reading on March 27, 2007."

Consent-Approve item XII-G – Donations to the District as presented in the agenda.

Consent-Approve item XII-H – Recommendations Concerning Appointments, Leave of Absence, Retirements and Resignations as presented in the agenda.

Consent-Approve item XIII-I – Minutes of 2/27/07 and 3/10/07 Special Meetings and Executive Sessions, 2/27/07 Regular Meeting and 3/13/07 and 3/19/07 Special Meetings as presented in the agenda.

Consent-Approve item XIII-J – Summary of Receipts, Wire Transfers and Check Registers submitted by Mr. William L. Johnston, Director of Finance; Ms. Eileen Coss, Accounting Manager; and Dr. Pierce and excerpts follow:

“It is recommended that receipt numbers CR024678 thru CR025173 that total \$407,508.13 be approved.

Check numbers 387668 thru 389214 totaling \$9,906,007.49 are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that wire transfers to First National Bank of Chicago and Nations Bank dated February 1, February 15, and February 16, 2007 totaling \$2,453,949.47, to US Bank of Milwaukee dated February 15, 2007 totaling \$494,206.53 and to the Wisconsin Retirement System dated February 28, 2007 totaling \$1,001,091.66 be approved.”

Mr. Stalker moved to approve the consent agenda as revised. Mr. Hujik seconded the motion. Unanimously approved.

Dr. Pierce presented the Department of Public Instruction Wisconsin Youth Risk Behavior Survey submitted by Ms. Marsha Nelson, Assistant Principal at Bradford High School; Ms. Patricia Demos, Community School Relations Manager; Mr. Joseph Kucak, Coordinator of Student Support; Ms. Sonya Stephens, Executive Director of Educational Accountability; Ms. Barca; and Dr. Pierce, excerpts follow:

“The Wisconsin Youth Risk Behavior Survey (YRBS) is conducted as part of a national effort by the U.S. Centers for Disease Control and Prevention. The survey monitors health-risk behaviors of the nation’s high school students in grades nine through twelve. The survey includes ninety-nine questions regarding traffic safety; weapons and violence; suicide; tobacco use; alcohol and other drug use; sexual behavior; and diet, nutrition and exercise.

The District has been awarded the AODA Program Grant since 1990. Currently, the District is in the first year of a two-year AODA Program Grant award. The Department of Public Instruction has randomly selected the District to conduct a sample size survey of two classrooms at Bradford High School. The survey is being scheduled for the end of March 2007. The survey has to be implemented by the end of April.

At its March 13, 2007 meeting, the Curriculum/Program Committee recommended that the Youth Risk Behavior Survey be administered to two classrooms at Bradford with passive parent permission.

Administration recommends that the Board grant permission for the Youth Risk Behavior Survey to be administered to two classrooms at Bradford with passive parent permission.”

Mr. Ostman moved to approve permission for the Youth Risk Behavior Survey to be administered to two classrooms at Bradford High School with passive parent permission. Mr. Hujik seconded the motion. Motion carried. Mr. Stalker and Mrs. Stevens dissenting.

Dr. Pierce presented the Security Related Project Needs submitted by Mr. Patrick Finnemore, Director of Facilities, and Dr. Pierce, excerpts follow:

“Up until the design and construction of Mahone Middle School four years ago, little had been done to the District facilities to address or improve building security. Some small projects had been completed but they were only at a couple of schools and they were stand-alone systems with limited capabilities. An integrated card access, camera and digital recording system was installed at Mahone along with a central head-end system capable of serving the entire District. Since then, the new Edward Bain School of Language and Art, and the current Charles Nash and Prairie Lane Elementary School projects had or will have similar systems installed.

At the February 13, 2007 Planning, Facilities, and Equipment meeting, the Committee requested that Administration bring forward an estimated cost to install buzzers and card access systems at all District schools. The attachment to this report includes a detailed summary of where card access systems are needed at all of the schools including those schools that have a portion of a card access system in place along with the cost to install buzzers. The total cost for all of this work is estimated at approximately \$165,000. Taking into account the \$50,000 already included in the 2007-08 major maintenance budget, we would need an additional \$115,000 to complete all of this work. The estimate is based on all of the equipment being installed by District staff, which would entail an approximately 40-week long duration. The equipment could be installed much quicker if contractors were used but the cost would be approximately two to two and one-half times more than the current estimate.

At its March 13, 2007 meeting, the Planning, Facilities and Equipment Committee unanimously approved forwarding the Security Related Project Needs report to the full board for consideration of using \$115,000.00 from the reserve fund to pay for the difference of the cost of this project and what is available in the Major Maintenance budget.”

Mr. Ostman moved to approve the recommendation that \$115,000 from the reserve fund and funds that are available from the Major Maintenance budget be used to pay for the difference of the cost of the security related project needs. Mr. Englund seconded the motion. Unanimously approved.

Dr. Pierce presented the Resolution Authorizing the Issuance and Awarding the Sale of \$8,000,000 Note Anticipation Notes submitted by Mr. Finnemore; Mr. William Johnston, Director of Finance; and Dr. Pierce, excerpts follow:

“At the February 27, 2007 Regular School Board Meeting, the Board approved a resolution authorizing the issuance and sale of the general obligation promissory notes in an amount of \$8 million. The balance of any construction costs will come from the District’s recent fund balance surplus above the scheduled \$1 million annual increase in fund balance. Since the repayment period of notes is limited to ten (10) years, the notes will be converted to twenty (20) year bonds to better match the estimated savings that will be used to repay the debt.

Since the borrowing is considered non-referendum debt, a thirty (30) day petition period as stipulated in State Statute 67.12(12) is required. If the required number of signatures (at least 7,500) is not obtained within the thirty (30) day period, the District is authorized to sell the notes. The petition period ends March 28, 2007, the day after the notes are sold, but the actual closing of the notes does not take place until about a week later, after the petition period has ended.

Within the past month, the Financial Advisor who has worked with us in this funding approach has changed firms. It is Administration’s desire to continue with the prior Financial Advisor for this note sale. The previous firm has been contacted and does not have an objection to the change in Advisors for this transaction. Administration is in the process of sending out a Financial Advisor Request for Proposal (RFP) to identify and select an Advisor for future financial needs.

Administration requests that the Board of Education approve the Resolution authorizing the issuance and sale of Note Anticipation Notes and authorize Board officers and District Administration to execute any and all documents relating to the sale of these general obligation promissory notes.

Administration also requests Board approval to authorize Board officers and District Administration to execute any and all documents relating to the investment of these proceeds until needed.

Additionally, Administration requests the Board to approve the use of the prior Financial Advisor for this transaction.”

Mr. Stalker moved to approve the Resolution authorizing the issuance and sale of Note Anticipation Notes and authorize Board Officers and District Administration to execute any and all documents relating to the sale of the general obligation promissory notes; authorize Board Officers and District Administration to execute any and all documents relating to the investment of the proceeds until needed; and approve the use of the prior Financial Advisor for the transaction. Mr. Englund seconded the motion. Unanimously approved.

Dr. Pierce presented the Resolution Supporting the Improvement of the Union Pacific and Canadian Pacific Railroad Crossings on Highways E and L in the Town of Somers submitted by Mr. Finnemore and Dr. Pierce, excerpts follow:

“The Town of Somers has been working with Kenosha County and Representative Jim Kreuser for several years to have gates installed at railroad crossings on County Highways E and L. Significant progress has been made recently towards this goal and the Town has requested that the County and School District approve and sign the attached resolution supporting this goal. The resolution was drafted by the Town of Somers' attorney and the same resolution is being approved by all three public entities. As the resolution states, the installation of the gates would come at no cost to Kenosha Unified School District. The installation of gates at these railroad crossings will benefit the safety of our students and staff as they travel to and from school.

Administration recommends Board approval of the attached Resolution supporting installation of gates at the railroad crossings on County Highways E and L.”

Mrs. Stevens moved to approve the resolution supporting installation of gates at the railroad crossings on County Highways E and L. Mr. Fountain seconded the motion. Unanimously approved.

Dr. Pierce presented the Harborside Academy Charter Contract Review submitted by Mr. Bill Haithcock; Principal of Harborside Academy; Mr. Miller; and Dr. Pierce, excerpts follow:

“Provided for the Board’s review is the proposed charter contract for Harborside Academy. Specific details about the school are included within the contract. The charter contract has been reviewed and recommended by administrators from EL Schools, KUSD Educational Leadership and Harborside Academy.

Harborside Academy will start with 108 9th grade students. During the first four years, another grade level of students will be added to the school. Ultimately, there will be approximately 400 9-12 graders that attend this school of choice.

The Harborside Charter is brought to the Board for review and discussion this evening. It will be brought to the Board for final approval at the April 3, 2007 special School Board meeting.”

Dr. Pierce presented the Kenosha School of Technology Enhanced Curriculum Charter Contract Review submitted by Dr. Angela Andersson; Teacher at Dimensions of Learning Academy; Mr. Miller; Mr. William Hittman, Principal at LakeView Technology Academy; and Dr. Pierce, excerpts follow:

“On May 23, 2006 the Board of Education voted to approve the KTEC Planning Committee’s request to apply for a Charter School Planning Grant from the Department of Public Instruction. KTEC was awarded that grant in August of 2006. The Committee worked to secure a facility, to research an instructional model about 21st Century skills and the use of technology, and recruit a community of parents and students.

In the 2007/2008 school year, the student body will be 330 students in grades Kindergarten through eighth grade. Ultimately, KTEC will have 400 students when all grades are two classes per grade.

The KTEC Charter Agreement is brought to the Board for review and discussion this evening. It will be brought to the Board for final approval at the April 3, 2007 special School Board meeting.”

Dr. Pierce presented the Proposed High School Schedules submitted by Mr. Jeffrey Marx, Director of Transportation; Mr. Hittman; Mr. Richard Aiello, Principal at Indian Trail Academy; Mr. Daniel Tenuta, Principal at Reuther High School; Mr. Ken Dopke, Assistant Principal at Tremper High School; Ms. Marsha Nelson, Assistant Principal at Bradford High School; Mr. Brian Shimon, Assistant Principal at Bradford; Ms. Savaglio-Jarvis, Assistant Principal at Tremper; Jean Schlais, Interim Principal at Bradford; Mr. Ed Kupka, Principal at Tremper; Ms. Barca and Mr. Miller, excerpts follow:

“Overcrowding continues to challenge the educational environment at the two comprehensive high schools based upon growth in the community. Strategy 3 of the District’s Strategic Plan indicates we will develop and implement plans to address the overcrowding in our schools. Based upon specific results that directed investigations into options for common block schedule formats for the two comprehensive high schools, we propose expanding the schedule to start earlier and end later (block 0 and block 5).

The High School Principals and Assistant Principals will further investigate these options, including impacts to transportation and schedules for other schools.”

Dr. Pierce presented the Open Enrollment Applicants for School Year 2007-2008 submitted by Mr. Miller and Dr. Pierce, excerpts follow:

“Under the Public School Enrollment Law, Kenosha students who wish to enroll in a school outside the District and students from other districts who desire to attend a school in the Kenosha Unified School District were required to submit applications to the Office of School Leadership – Cluster II no later than February 23, 2007. The District is required to notify open enrollment candidates if they have been approved or denied no later than April 6, 2007.

Thirty-one students from school districts outside the Kenosha Unified School District have applied for admission to Kenosha Schools under the guidelines of open enrollment. Below is a listing of the applicants by grade level and incoming district.

Administration recommends approval of all applicants identified as numbers 6, 8, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 28, 29, and 30 due to available space or prior enrollment in the schools requested. Administration recommends applicants identified as numbers 1, 2, 3, 4, 5, 7, 12, 13, 18, 27, and 31 to be denied due to overcapacity at the schools or programs requested.

Mr. Stalker moved to approve applicants identified as numbers 6, 8, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 28, 29, and 30 due to available space or prior enrollment in the schools requested and to deny applicants identified as numbers 1, 2, 3, 4, 5, 7, 12, 13, 18, 27, and 31 denied due to overcapacity at the schools or programs requested. Mr. Hujik seconded the motion. Unanimously approved.

Dr. Pierce presented the Cycle III School District Self- Evaluation of the Status of Pupil Nondiscrimination and Equality of Educational Opportunities submitted by Ms. Julie Housaman, 21st Century Learning Community Leader; Ms. Renee Blise, Research Analyst; Ms. Patricia Demos, Community/Schools Relations Manager; Ms. Suzanne Chernik, Library Media/Instructional Technology Specialist; Ms. Linda Langenstroer, Coordinator of Research; Mr. Norris Jones, Minority Academic Affairs Specialists; Ms. Martha Guitierrez, Coordinator of Human Resources; Dr. Timothy Yontz, Coordinator of Fine Arts; Mr. Kucak; Mr. Scott Lindgren, Coordinator of Athletics, Activities, Health, Physical Education and Recreation; Mr. Louise Mattioli, Director of Professional Development; Mr. Milton Thompson, Director of Title 1/P5/ESL; Ms. Kathryn Lauer, Director of Special Education; Dr. Edie Holcomb, Executive Director of Curriculum and Instructional Services; Ms. Stephens and Dr. Pierce, excerpts follow:

“PI 9.06 of the Wisconsin Administrative Code requires school boards to evaluate the status of nondiscrimination and equality of educational opportunity in school districts at least once every five years and report the results to the Department of Public Instruction. All but three of the required data elements are collected via reports required since the passage of PI 9.06.

The Administration recommends that the School Board accept the Cycle III School District Self-Evaluation of the Status of Pupil Nondiscrimination and Equality of Educational Opportunities written report as presented and be authorized to submit the formal report to the Wisconsin Department of Public Instruction on or before April 13, 2007.”

Mr. Fountain moved to accept the Cycle III School District Self-Evaluation of the Status of Pupil Nondiscrimination and Equality of Educational Opportunities written report as presented and authorize the formal report to be submitted to the Wisconsin Department of Public Instruction on or before April 13, 2007. Mr. Ostman seconded the motion. Unanimously approved.

Dr. Pierce presented the Student Ambassador Policy 5411 submitted by Ms. Barca and Dr. Pierce, excerpts follow:

“As evidenced by the Search Institute Student Youth Survey, it is important for youth to be valued in the community. The Board of Education believes that it is important to stay current on events occurring in our schools and is requesting student representation at the monthly full Board meeting.

The Personnel and Policy Committee recommended, at its February 13, 2007 meeting, that the Student Ambassador – Policy 5411 be brought to the full Board. The policy was approved on a first reading on February 27, 2007 and a sentence was added at the end of the first paragraph to expand student participation on KUSD committees as deemed appropriate.

Administration recommends board approval for a second reading at the March 27, 2007 meeting.”

Mr. Ostman moved to approve the second reading of the Student Ambassador Policy 5411 with the provision that language be added to the policy to include student ambassador participation at the District’s committees. Mrs. Stevens seconded the motion. Unanimously approved.

Meeting adjourned at 9:45 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING OF ELECTORS
KENOSHA UNIFIED SCHOOL DISTRICT
HELD APRIL 3, 2007

A Special Meeting of School District Electors for Kenosha Unified School District was held on Tuesday, April 3, 2007, at 5:30 P.M. in the Board Room of the Educational Support Center.

Mr. Eric Olson, School Board President, called the meeting to order at 5:31 P.M.

Mr. David Fountain moved to approve the Rules of Order as stated in the agenda. Mr. Bernard Englund seconded the motion. There was a show of hands, motion carried.

Ms. Pam Stevens nominated Eric Olson for chairperson of the meeting. Mr. Fountain seconded the nomination. There being no further nominations for chairperson, nominations were closed and Mr. Olson was elected chairperson.

Mr. Olson presented the Resolution V(A) regarding School Board authorization, pursuant to Section 120.10(5) of the Wisconsin Statutes to enter into a lease agreement with St. Elizabeth Congregation for the property known as 714 – 49th Street, Kenosha, Wisconsin. The School Board plans to use the property as a location for three charter schools (Harborside Academy, Kenosha School of Technology Enhanced Curriculum (KTEC), and the Kenosha eSchool).

Mr. Mark Stalker moved to approve Resolution V(A) as contained in the agenda. Mr. Marc Hujik seconded the motion.

Views and comments were expressed by members of the public regarding Resolution V(A).

Mr. Robert Danbeck moved to amend the motion to vote on each charter school separately. Ms. Stevens seconded the motion.

Mr. Danbeck was ruled out of order by the chairperson, Mr. Olson.

There was a show of hands on Mr. Stalker's motion to approve Resolution V(A) as contained in the agenda. Motion carried.

Mr. Olson presented the Resolution V(B) regarding School Board authorization, pursuant to Section 120.10(5) of the Wisconsin Statutes, to designate the property described in Resolution V(A), and shown in Exhibit 2, as a school site.

Mr. Hujik moved to approve Resolution V(B) as contained in the agenda. Mr. Fountain seconded the motion. There was a show of hands, motion carried.

Mr. Olson presented Resolution VI regarding School Board authorization, pursuant to Section 120.10(5) of the Wisconsin Statutes, to sub-lease of Simmons Field to Kenosha Post No. 21 of the American Legion.

Mr. Stalker moved to approve Resolution VI as contained in the agenda. Ms. Stevens seconded the motion as amended. There was a show of hands, motion carried.

Mr. Stalker moved to adjourn the meeting. Ms. Stevens seconded the motion. There was a show of hands, motion carried.

Meeting adjourned at 5:55 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD APRIL 3, 2007

A special meeting of the Kenosha Unified School Board was held on Tuesday, April 3, 2007, in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for discussion/action on the Lease Agreement for Harborside Academy and Kenosha School of Technology Enhanced Curriculum (KTEC) Charter Schools; discussion/action on Harborside Academy Charter Contract; discussion/action on Kenosha School of Technology Enhanced Curriculum (KTEC) Charter Contract; discussion/action on the Sublease of Simmons Field; discussion on Hillcrest School Transportation; and discussion/action on Administrative Appointments.

The meeting was called to order at 7:30 P.M. with the following members present: Mr. Stalker, Mrs. Stevens, Mr. Hujik, Mr. Englund, Mr. Ostman, Mr. Fountain, and Mr. Olson. Dr. Pierce was also present.

Mr. Olson, President, opened the meeting by announcing that this was a special meeting of the School Board of Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Dr. Pierce presented the Lease Agreement for Harborside Academy and KTEC Charter schools submitted by Mr. William Haithcock, Planning Principal of Harborside Academy; Mr. William Hittman, Principal of LakeView Technology Academy; Dr. Angela Andersson, Teacher at DOL Academy; Mr. Tim Miller, Executive Director of School Leadership; and Dr. Pierce, excerpts follow:

“Mr. William Haithcock, Planning Principal at Harborside, Mr. Tim Miller, Executive Director of School Leadership, Mr. William Hittman, Principal of LakeView Technology Academy, and Dr. Angela Andersson, current teacher at Dimensions of Learning Academy, have investigated many possible locations for these schools. Lease prices have been investigated at properties currently designed as schools and at other type properties that would require structural modifications in order to be used as an educational setting.

After much discussion and collaboration, it was determined that St. Elizabeth’s school posed the best option. It was also determined that both of these future schools could save funding by sharing a building during their first year of operation. The KTEC charter school plans to move to another location during their second year. However, Harborside Academy will remain at St. Elizabeth’s as it grows to a full 400-student school.

Administration recommends Board approval to lease the property on 714 – 49th Street in Kenosha from the St. Elizabeth Congregation as described in this report.”

Mr. Hujik moved to approve the leasing of St. Elizabeth Congregation. Mr. Stalker seconded the motion. Motion carried. Mr. Ostman and Mrs. Stevens dissenting.

Dr. Pierce presented the Harborside Academy Charter Contract submitted by Mr. Haithcock; Mr. Miller; and Dr. Pierce, excerpts follow:

“Provided for the Board’s consideration is the proposed charter contract for Harborside Academy. Specific details about the school are included within the contract. The charter contract has been reviewed and recommended by administrators from EL Schools, KUSD Educational Leadership and Harborside Academy.

Harborside Academy will start with 108 9th grade students. During the first four years, another grade level of students will be added to the school. Ultimately, there will be approximately 400 9-12 graders that attend this school of choice.

The Harborside Charter Contract was initially presented at the March 27, 2007 Regular School Board Meeting.

It is recommended that the School Board approve the Charter Contract for Harborside Academy as presented in the agenda.”

Mr. Hujik moved to approve the Harborside Academy charter contract. Mr. Fountain seconded the motion. Motion carried. Mr. Ostman and Mrs. Stevens dissenting.

Dr. Pierce presented the Kenosha School of Technology Enhanced Curriculum (KTEC) Charter Contract submitted by Dr. Andersson; Mr. Miller; Mr. Hittman; and Dr. Pierce, excerpts follow:

“On May 23, 2006 the Board of Education voted to approve the KTEC Planning Committee’s request to apply for a Charter School Planning Grant from the Department of Public Instruction. KTEC was awarded that grant in August of 2006. The Committee worked to secure a facility, to research an instructional model about 21st Century skills and the use of technology, and recruit a community of parents and students.

In the 2007/2008 school year, the student body will be 330 students in grades Kindergarten through eighth grade. Ultimately, KTEC will have 400 students when all grades are two classes per grade.

The KTEC Charter Agreement was brought to the Board for review and discussion at the March 27, 2007 Regular Meeting.

It is recommended that the School Board approve the Charter Contract for Kenosha School of Technology Enhanced Curriculum as presented in the agenda.”

Mr. Hujik moved to approve the Kenosha School of Technology Enhanced Curriculum (KTEC) charter contract. Mr. Stalker seconded the motion. Motion carried. Mr. Ostman and Mrs. Stevens dissenting.

Dr. Pierce presented the Sublease of Simmons Field submitted by Mr. Patrick Finnemore, Director of Facilities, and Dr. Pierce, excerpts follow:

“At the July 25, 2006 meetings of the Electors and School Board, KUSD received approval to enter into a long-term lease with the City of Kenosha for Simmons Field. It was the intention of the School Board from the onset to sublease the operation and maintenance of Simmons Field to a non-profit organization(s) involved in promoting baseball in Kenosha.

Attached is a copy of the proposed sublease of Simmons Field to Kenosha Post No. 21 of the American Legion. The local post of the American Legion will be working through a new organization named the Kenosha Simmons Baseball Organization to operate and maintain Simmons Field. The proposed sublease was drafted to mirror the lease KUSD has with the City of Kenosha. It was reviewed by the City of Kenosha Attorney’s Office and approved by the City of Kenosha Parks Commission.

Administration recommends Board approval to sublease Simmons Field to Kenosha Post No. 21 of the American Legion.”

Mr. Hujik moved to approve the Sublease of Simmons Field to Kenosha Post No. 21 of the American Legion. Mr. Fountain seconded the motion. Unanimously approved.

Dr. Pierce presented the Hillcrest School Transportation submitted by Mr. Kurt Sinclair; Director of School Leadership, and Dr. Pierce, excerpts follow:

“Currently the Kenosha Unified School District is spending \$927.30 per school day for student transportation to/from Hillcrest School and the two programs contained within them, the T.I.M.E. (Total Interagency Model for Education) Program and the Bridge Center that houses the alternative to expulsion program. There are 3 bell times for the school. The T.I.M.E. program runs from 8:40 AM until 1:40 PM. The Bridges Program has an AM and PM session. The AM session is specific to high school students from 8:30 AM until 11:55 AM and the PM session, 12:00 to 3:15 PM, is specific for middle school students. The T.I.M.E. Program uses 10 bus routes per day and the Bridge Center is using 14 per day. Students are transported from all areas of the District. Normally we do not mix the two groups of students and separate bell times make it difficult to do so anyway.

Currently students are assigned to Laidlaw school buses. We do not offer a city pass to these students. A city bus pass would not be a good option as this would first require a student to transfer two or three times just to reach a stop close to the school. The closest city bus stop would be in front of Bullen Middle School. The student would then be required to walk from Bullen to Hillcrest on the road because there are no

sidewalks. While this is an option, it is not our current practice when providing transportation for any student in the District today.

Regarding the question of whether we have to provide transportation to Hillcrest, the answer is yes. The T.I.M.E. Program students have transportation, as a related service to their education, contained within their IEP making it a requirement by law for them to have bussing provided. Of the \$927.30 that is spent on daily bus runs, the T.I.M.E. Program costs are not negotiable. Therefore, the daily cost of transportation on the table, minus the bussing expense of \$351.30 for T.I.M.E. students, is \$508.00 for the Hillcrest site. Over the course of the year, the expense is approximately \$91,000.00.

If the Board chooses to eliminate transportation for expelled students, then the program will diminish affecting graduation rates and student dropouts. If transportation is continued, students will still have the opportunity to earn credits and feel as though they belong to a school site and transition back into a formal high school program leading to graduation.

If the program were moved to a central location, then perhaps reduced costs for transportation could occur due to bus passes for the expelled students. Currently, if bus passes were considered as an option, students potentially would have to transfer city buses two to three times to get dropped off at Bullen Middle School. They then would have to walk to Hillcrest on the roadway as there are no sidewalks in that area. Increased neighborhood concerns would also have to be addressed.

One alternative was examined as it relates to transportation. A few routes could be reduced by having the partnership entity, Professional Services Group, use their vans to transport students. At a glance, the cost benefit analysis of wages, maintenance and liability insurance increase would save approximately \$5,000.00 annually from the initial projected costs. Costs would simply be transferred from one budget account to another and potentially having a negative impact on Fund 80.”

Mr. Olson requested that information be brought back to the full Board in May regarding the feasibility of changing the Hillcrest building into a 400 to 500 student elementary school and moving the Hillcrest Bridges and TIME Programs to another location, specifically the third floor of Reuther Central High School.

Dr. Pierce presented the Administrative Appointments, excerpts follow:

“Based on previous meetings with the Board of Education on assignments of Principals to schools along with reassignment of administrators from the Educational Support Center, the following recommendations, effective July 1, 2007, are brought forward to the Board of Education for action: Ms. Bethany Ormseth – assignment to Tremper High School Assistant Principal position; Ms. Kathleen Barca – reassignment to Jeffery Elementary School Principal position; Dr. Eddie Holcomb – reassignment to Bose Elementary School Principal position; Mr. Tim Miller – reassignment to Bullen Middle School Principal position; and Mr. Kurt Sinclair – reassignment to Lance Middle School Principal position.

It is also recommended that the four above reassigned administrators retain their current salary and benefits for the new positions for the 2007-2008 school year.”

Mrs. Stevens moved to approve the Administrative Appointments. Mr. Englund seconded the motion. Unanimously approved.

Meeting adjourned at 8:30 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District No. 1
 Kenosha, Wisconsin
 Summary of Receipts, Wire Transfers, and Check Registers
 April 23, 2007

	From	To	Date	Amount
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Receipts:

Total Receipts	CR025174	CR025727	02/16/07 - 03/13/07	\$ 707,580.38
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Wire Transfers from Johnson Bank to:

First Natl Bank of Chicago/NationsBank <i>(for federal payroll taxes)</i>			March 1, 2007	1,173,983.43
First Natl Bank of Chicago/NationsBank <i>(for federal payroll taxes)</i>			March 1, 2007	112,779.37
First Natl Bank of Chicago/NationsBank <i>(for federal payroll taxes)</i>			March 15, 2007	1,168,522.93
First Natl Bank of Chicago/NationsBank <i>(for federal payroll taxes)</i>			March 16, 2007	114,727.27
US Bank of Milwaukee <i>(for state payroll taxes)</i>			March 15, 2007	518,949.40
US Bank of Milwaukee <i>(for state payroll taxes)</i>			March 16, 2007	3,000.00
Wisconsin Retirement System			March 30, 2007	1,014,295.58
Total Outgoing Wire Transfers				\$ 4,106,257.98

Check Registers:

General	389215	389219	March 1, 2007	751.99
General	389220	389855	March 2, 2007	1,280,273.38
General	389856	389856	March 6, 2007	60.00
General	389857	390122	March 9, 2007	1,105,212.66
General	390123	390650	March 16, 2007	2,232,195.89
General	390651	390653	March 19, 2007	37,470.64
General	390654	390655	March 20, 2007	372.00
General	390656	390941	March 23, 2007	4,589,326.38
General	390942	390948	March 26, 2007	3,979.05
General	390949	390963	March 27, 2007	40,451.85
General	390964	390964	March 28, 2007	233.86
General	390965	390968	March 29, 2007	28,387.08
General	390969	390969	March 29, 2007	699.00
General	390970	391601	March 30, 2007	1,376,634.01

Total Check Registers				\$ 10,696,047.79
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Administrative Recommendation

It is recommended that receipt numbers CR025174 thru CR025727 that total \$707,580.38 be approved.

Check numbers 389215 thru 391601 totaling \$10,696,047.79 are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that wire transfers to First National Bank of Chicago and Nations Bank dated March 1, (two deposits) March 15, and March 16, 2007 totaling \$2,570,013.00, to US Bank of Milwaukee dated March 15, and March 16, 2007 totaling \$521,949.40 and to the Wisconsin Retirement System dated March 30, 2007 totaling \$1,014,295.58 be approved.

R. Scott Pierce, Ed. D.
Superintendent of Schools

William L. Johnston, CPA
Director of Finance

Eileen Coss
Accounting Manager

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

April 23, 2007

Proposed High School Schedules (Bradford & Tremper)

Background:

Overcrowding continues to challenge the educational environment at the two comprehensive high schools based upon growth in the community. Strategy 3 of the District's Strategic Plan indicates we will develop and implement plans to address the overcrowding in our schools. Based upon specific results that directed investigations into options for common block schedule formats for the two comprehensive high schools, we propose expanding the schedule to start earlier and end later (block 0 and block 5).

Key Elements of the Schedule Proposal (attached as options 2 and 5):

- Block 0 would last 45 minutes (skinny). Blocks 1 through 5 would last 90 minutes.
- Lunch would occur during block 3 as it does currently.
- Courses targeted for juniors and seniors would start early, approximately 6:30 or 6:40 a.m. (block 0 through 2 or 3).
- Courses targeted for freshmen and sophomores would start at 8:55 or 9:05 a.m. (block 2 through 5).
- Time to engage students with an advisory period are built as a daily or a weekly option.
- Juniors and seniors may leave as early as 10:50 or 10:55 a.m. if they have a release in their personal schedule, otherwise they will leave about 1:00 or 1:05 p.m.
- Freshmen and sophomores would leave at 4:10 or 4:15 p.m.
- The schedule will also allow for professional collaboration time within the 7.5 hour workday.
- Teacher workdays may be one of three schedules:
 - 6:30 – 2:00
 - 7:15 – 2:45
 - 8:45 – 4:15

Next Steps:

The High School Principals and Assistant Principals will further investigate these options, including impacts to transportation and schedules for other schools.

Kathleen Barca
Executive Director, School Leadership

Timothy Miller
Executive Director, School Leadership

Jean Schlais
Interim Principal, Bradford High School

Ed Kupka
Principal, Tremper High School

Brian Shimon
Assistant Principal, Bradford

Sue Savaglio-Jarvis
Assistant Principal, Tremper

Marsha Nelson
Assistant Principal, Bradford

Ken Dopke
Assistant Principal, Tremper

Richard Aiello
Principal, Indian Trail Academy

Daniel Tenuta
Principal, Reuther High School

William Hittman
Principal, Lakeview Technology Academy

Jeffrey Marx
Director, Transportation

Option 2

Possible High School Schedule for 2007 - 2008

Blocks	Freshman & Sophomores		Juniors & Seniors	
	Start	End	Start	End
Block 0			6:30	7:15
Block 1			7:20	8:50
Advisory	8:55	9:20	8:55	9:20
Block 2	9:25	10:55	9:25	10:55
Block 3A	11:00	1:05	11:00	1:05
Block 3B	11:00	1:05	11:00	1:05
Block 3C	11:00	1:05	11:00	1:05
Block 3D	11:00	1:05	11:00	1:05
Block 4	1:10	2:40		
Block 5	2:45	4:15		

Lunch Periods – Block 3

Block 3A 11:00 – 11:30 Lunch
11:35 - 1:05 Class

Block 3B 11:00 – 11:30 Class
11:35 - 12:05 Lunch
12:05 - 1:05 Class

Block 3C 11:00 – 12:00 Class
12:05 - 12:35 Lunch
12:35 - 1:05 Class

Block 3D 11:00 – 12:30 Class
12:35 - 1:05 Lunch

Teacher arrival / departure times

(7.5 hour workdays)

1) 6:30 – 2:00

2) 7:15 – 2:45

3) 8:45 – 4:15

Option 5

Possible High School Schedule for 2007 – 2008

Blocks	Freshman & Sophomores		Juniors & Seniors	
	Start	End	Start	End
Block 0			6:40	7:25
Block 1			7:30	9:00
Advisory	None	None	None	None
Block 2	9:05	10:50	9:05	10:50
Block 3A	10:55	1:00	10:55	1:00
Block 3B	10:55	1:00	10:55	1:00
Block 3C	10:55	1:00	10:55	1:00
Block 3D	10:55	1:00	10:55	1:00
Block 4A	1:05		1:05	1:50
4B		2:35		
Block 5	2:40	4:10		

***Note: Block 2 is extended by 15 minutes for announcements.**

Lunch Periods – Block 3

Block 3A 10:55 - 11:25 Lunch **Block 3B** 10:55 - 11:25 Class
11:30 - 1:00 Class 11:30 - 12:00 Lunch
12:00 - 1:00 Class

Block 3C 10:55 - 11:55 Class **Block 3D** 10:55 - 12:25 Class
12:00 - 12:30 Lunch 12:30 - 1:00 Lunch
12:30 - 1:00 Class

Teacher arrival / departure times

(7.5 hour workdays)

- 1) 6:30 am – 2:00 pm
- 2) 7:15 am – 2:45 pm
- 3) 8:45 am – 4:15 pm

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

April 23, 2007

2005 REFERENDUM WEIGHT ROOM EQUIPMENT PROJECT

Background:

At the February 13, 2007, meeting of the Planning, Facilities, and Equipment Committee, the Committee recommended that a special committee be formed to make recommendations related to outfitting the new weight rooms at Bradford and Tremper High Schools. The Referendum Project Weight Room Equipment Committee comprised of coaches and physical education teachers of the two schools was formed and began meeting immediately. The members of the Committee are:

Physical Education Teachers:

- Steve Knecht – Bradford
- Paul Kresse – Tremper

Boy's Sport Athletic Coaches:

- Steve Jacob – Bradford Asst. Football Coach and Dean of Students
- Frank Matrise – Tremper Head Football Coach and Dean of Students

Girl's Sport Athletic Coaches:

- Todd Hardy – Tremper Soccer Head Coach
- John Ruffolo – Bradford Softball Head Coach

Board Representative:

- Marc Hujik – Board Member

The Committee researched the weight equipment market to determine the key manufacturers of equipment suitable for high school type use. They also physically inspected equipment from several manufacturers by visiting the manufacturers show rooms and at other school districts where the equipment was being used. Through this pre-qualification process, three manufacturers were selected to bid on the proposed project. The three manufacturers pre-qualified were:

- Education and Athletics Life Fitness & Hammer Strength
- Magnum Fitness Systems
- Summit Commercial Fitness

An RFP was developed by the Committee with the help of the KUSD Facilities and Purchasing Departments and was put out to bid by the Purchasing Department. The bids were received on March 23, 2007. The Committee has evaluated the bids and as of the date this report was written had narrowed the field to two proposals. The two proposals being considered are within the budget limits set by the Planning, Facilities, and Equipment Committee. The Committee is in the process of making a final decision and a recommendation will be provided to the Board prior to the April 23, 2007 meeting.

The job cost summary report submitted monthly to the Planning, Facilities, and Equipment Committee contains the detail on the financials related to the 2005 referendum projects. Currently there is \$388,729 of referendum funds that are unspent and uncommitted. It is expected that this number will grow slightly as the projects all head towards completion in the next few months. Therefore, it is expected that there will be funds available to outfit the two new weight rooms and to return a portion of the referendum funds to the taxpayers.

This report was reviewed at the April 3, 2007 meeting of the Planning, Facilities and Equipment meeting and it was agreed that the Referendum Weight Room Equipment Committee would bring forward a recommendation to the full Board at their April 23, 2007 meeting.

Administration Recommendation:

The Referendum Weight Room Equipment Committee recommends Board approval of weight room equipment procurement for the Bradford and Tremper weight rooms using available funds from the 2005 Referendum Projects. The Committee will provide a more detailed recommendation to the Board prior to the April 23, 2007 meeting.

Dr. R. Scott Pierce
Superintendent of Schools

Mr. Patrick M. Finnemore, P.E.
Director of Facilities

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
REGULAR BOARD MEETING
Kenosha, Wisconsin

April 23, 2007

**STUDENT USE OF INTERNET SYSTEM – POLICY, RULE AND
ADMINISTRATIVE REGULATION 6633**
And
**ELECTRONIC COMMUNICATION (PERSONNEL) – POLICY AND
RULE 3535**

Students and staff throughout the District have access to the District Internet System and use in accordance with the established standards and benchmarks. Policy, Rule and Administrative Regulation 6633, Student Use of Internet System and Electronic Communication (personnel) Policy and Rule 3535 has been reviewed and updated by the departments of Instructional Media & Technology and Information Services. These changes reflect the current capabilities and guidelines for both staff and students.

The Personnel and Policy Committee reviewed Policy, Rule and Administrative Regulation 6633, and Student Use of Internet System and Electronic Communication (personnel) Policy and Rule 3535 on April 3, 2007, and recommended it be brought to the full Board on April 23, 2007, for a first reading.

Administrative Recommendation:

Administration recommends that the Board approve Policy, Rule and Administrative Regulation 6633, and Student Use of the Internet System and Policy and Rule 3535, Electronic Communication (personnel) for a first reading on April 23, 2007, and be brought back to the Board for a second reading on May 22, 2007.

Dr. R. Scott Pierce, Ed.D.
Superintendent of Schools

Kathleen M. Barca
Executive Director of School Leadership

Dr. Edie Holcomb
Executive Director of Curriculum and Instructional Services

Suzanne Chernik
Instructional Media & Technology

Dan Honore
Director of Information Services

POLICY 6633
STUDENT USE OF INTERNET SYSTEM ELECTRONIC INFORMATION, SERVICES AND NETWORK

Students in the District may have access to and use the District Internet system at school in accordance with established teaching and learning guidelines. The schools support and respect each family's right to decide whether or not to apply for independent access.

Student use of the Internet shall be viewed as a privilege not a right. School Internet access will be used for educational and research purposes, consistent with the educational objectives of the District. Students should understand that Internet access, including electronic mail (E-mail), are not guaranteed to be private and may be monitored by District staff if there is reason to suspect that they are violating state and federal laws and to see that they are being used in accordance with Board policy and the District's Internet system user rules and regulations.

LEGAL REF.: Wisconsin Statutes

- Sections 120.12(1) [Board duty; care and control of school district property]
- 120.13 [Board power to do all things reasonable for the cause of education]
- 121.01(1)(h) [Instructional materials standard]
- 943.70 [Computer crimes]
- 947.0125 [Unlawful use of computerized communication systems]

U.S.C. 17, Federal Copyright Law [Use of copyrighted materials]

Children's Internet Protection Act [Online safety]

Neighborhood Children's Internet Protection Act [Online safety]

Children's Online Privacy Act [Online privacy protection]

CROSS REF.: 3535, Electronic Communications

3531.1, Copyrighted Materials

3811, Use of District-Owned Technology Equipment by Employees Off District Premises

5111, Student Harassment/Hate

5430, Student Conduct and Discipline

5437, Threats and/or Assaults by Students

6110, Instructional Program Mission and Beliefs

6210, Core Values

6470, Student Records

6600, Instructional Resources

6610, Selection of Instructional Materials

6620, Library Resources

6634, Assistive Technology

ADMINISTRATIVE REGULATIONS: 6633, **Student Use of Internet System Use Procedures Guidelines**

AFFIRMED: November 28, 1995

REVISED: January 29, 2002

RULE 6633

~~STUDENT USE OF INTERNET SYSTEM ELECTRONIC INFORMATION, SERVICES A~~
~~NETWORK~~

General school rules for behavior and communications apply, including the District's anti-harassment policies. **Also, students shall abide by District guidelines governing Internet safety and acceptable use.** Misuse of Internet access may result in loss of Internet use privileges and school disciplinary action may be taken. Appropriate legal action may also be taken against students performing illegal acts on the Internet.

Making Internet access available to students carries with it the potential that some students might encounter information that some have identified as controversial and of potential harm to students. Because information on the Internet appears, disappears and changes, it is not possible to predict or reliably control what information students may locate. However, Internet resources are viewed as educational resources like textbooks and library materials and they are subject to the same selection criteria as accorded other educational materials. The District has installed software that is intended to **protect against access to visual depictions that are obscene, child pornography or harmful to minors and to filter out Internet sites that serve no educational or research purpose and do not conform to accepted instructional material selection criteria as outlined in District policy and procedures.** This should not be construed by the public to mean that students may not encounter objectionable material on the Internet as accessed via District facilities. District staff will make every reasonable effort to filter unsuitable sites, but they will not be able to do this with all sites.

School library media specialists and teachers will work together to help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals. Parents, **guardians and caregivers** are responsible to set the standards that their children should follow when using the Internet outside of the school.

The Board authorizes the Superintendent to provide appropriate procedures for implementing this policy and for reviewing and evaluating its effect on instruction and student achievement.

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 6633 STUDENT USE OF INTERNET SYSTEM GUIDELINES

1. All use of the Internet must be in support of education and research and consistent with the mission and strategic goals of the District.
2. All users of the District's Internet system will be granted free and equal access to as many network services as their technology allows. Exploration of the Internet is encouraged relative to the purposes of the District's Internet system.
3. Internet accounts are to be used only by the authorized owner of the account for the authorized purposes.
4. All communications and information accessible via the Internet shall be assumed to be copyrighted.
5. No use of the Internet shall serve to disrupt the use of the Internet by others; hardware or software shall not be destroyed, modified or abused in any way.
6. The illegal installation of copyrighted software for use on District computers and file servers is prohibited.
7. Use of the Internet to develop programs to infiltrate a computer or computing system and/or damage the software, components of a computer or computing system is prohibited.
8. Use of the Internet to access and/or distribute objectionable and/or obscene material, **child pornography or other material that is harmful to minors** or to promote gang-related, racist or other inappropriate activities that serve no valid educational purpose is prohibited.
9. Space on the Internet server to store mail and other user files is limited. Users will be required to save mail on floppy disks, as user mail will be deleted periodically. Users will be contacted if they are storing unusually large files.
10. From time to time, the District will make a determination on whether specific uses of the Internet are consistent with the acceptable use practice. The District reserves the right to log Internet use and to monitor fileserver space utilization by users while respecting the privacy of user accounts.
11. Any use of the Internet for illegal activity is prohibited.
12. The District's Internet system is for educational use only. Commercial uses of the District's system are strictly prohibited.
13. The District reserves the right to deny access to a user on the Internet to prevent further unauthorized activity.
14. Users are expected to abide by the generally accepted rules of Internet etiquette **and abide by established Internet safety rules**. These include but are not limited to the following:
 - Be polite. Do not impede others' access to the Internet.
 - Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
 - Do not reveal personal addresses, phone numbers or passwords of students, teachers or others.
 - Note that electronic mail (e-mail) accounts, including e-mail and network storage areas, are not guaranteed to be private. People who operate the system do have access to all mail, files and communications. Messages relating to or in support of illegal activities may be reported to the authorities.
15. General school rules for behavior and communications apply to use of the Internet, including District anti-harassment policies.

POLICY 3535
ELECTRONIC COMMUNICATION (**Personnel**)

The District provides electronic communication tools to enhance productivity and enable employees to achieve an efficient, high quality educational environment. Electronic communication refers to all aspects of voice, video and data communications including, but not limited to voice mail, e-mail, EDI (Electronic Data Interchange), fax, Internet, etc.

Available Internet networking resources are limited and should be used for District-related purposes. Good judgment should be used to avoid wasteful practices. All employees must abide by Board policies and rules with respect to District and personal use, access and security of the District's electronic communication tools and observe all applicable laws, including copyright.

The District's electronic communications tools are considered District assets, and while the District respects the privacy and security needs of all individuals, authorized District representatives may access these assets for legitimate District-related reasons. An employee's use of such tools shall constitute consent to such access. The District shall notify individuals when it accesses their electronic files.

Failure to comply with the terms of this policy and its implementing rules will result in disciplinary action being taken against the user. Such action shall be in accordance with Board policy regarding employee discipline.

Employees shall be notified of this policy **and it's implementing rule annually through the Office of the Superintendent** ~~and it's implementing rules annually.~~

LEGAL REF.: Wisconsin Statutes

Sections **118.125 [Confidentiality of student records]**

120.12(1) [Board duty; care, control and management of district property]

947.0125 [Prohibited conduct via electronic communication systems]

943.70 [Computer crimes]

17 U.S.C., Federal Copyright Law [Use of copyrighted materials]

Children's Internet Protection Act [On-line safety]

Federal Family Educational Rights and Privacy Act [Confidentiality of student records]

CROSS REF.: 1240, Access to Public Records

3531.1, Copyrighted Materials

3811, Use of District-Owned Technology Equipment by Employees Off School Premises

4111, Employee Harassment

4224, Employee Code of Ethics

4260, Personnel Records

4362, Employee Discipline

6120, Core Values

6470, Student Records

6633, **Student** Use of Internet System

POLICY 3535
ELECTRONIC COMMUNICATION (**Personnel**)
Page 2

ADMINISTRATIVE REGULATIONS: 3535 Electronic Communications

AFFIRMED: November 23, 1999

REVISED: April 24, 2000
October 28, 2003

RULE 3535

ELECTRONIC COMMUNICATION (Personnel)

A. District/Personal Use of Electronic Communication Systems

1. All electronic and telephonic systems and communications transmitted by, received from or stored in **on the District Internet server storage devices** are the property of the District.
2. The District reserves the right to inspect or monitor messages and materials transmitted over all communications media, including the monitoring of Internet connect time and sites accessed. Information services staff members are not authorized to access, open or delete individual files, mailboxes, messages or other electronic transactions unless authorized in writing by the Superintendent/designee or the individual owner of the **file information**. The District shall provide written notice to individuals within 48 hours each and every time such access occurs. Such notice shall include the probable cause justifying access and any changes made to an individual's electronic file.
3. All electronic communication tools are to be used for District-related purposes, and employees must use these in accordance with their access privileges. Personal use of these tools is allowed only if it:
 - Is incidental in nature,
 - Does not interfere with the District's business/is not detrimental to the District,
 - Does not affect productivity, quality or constituent service,
 - Does not create a conflict of interest,
 - Does not contribute to a personal financial gain,
 - Does not use a significant amount of computing or network resources,
 - **Does not conflict with the District's rules for acceptable use of electronic communications tools, and**
 - **Does not constitute an illegal activity, including, but not limited to: copyright violations; modification, acquisition of or access to passwords, files, accounts or other electronic information that belongs to another person; use of the system(s) to harass, threaten or interfere with the business of others; or downloading, displaying or printing of distasteful or offensive materials, including without limitation "adult," racist or hateful materials or visual depictions that are obscene or child pornography. It is within the District's sole discretion to determine what is distasteful, offensive or has the potential of causing the creation of a "hostile" work environment.**
4. District employees shall not include their District e-mail address on personal commercial business cards. District employees who are involved in a personal business that requires access to an e-mail account must contract with a commercial Internet provider.
5. The **use contents** of e-mail signatures is restricted to the following: employee name, title, school/**department** name, school **building** address, school telephone number, fax number, e-mail address **and District or school mission**. The signature ~~should~~ **will** not include any personal or ~~commercial~~ business logos, addresses or phone numbers, nor should it include any slogans, quotes, e-mail or Web hotlinks.
6. District Internet server storage for electronic communications is limited to **5-100MB**. Anything in excess should be deleted or kept on the local workstation.
7. Processes that consume excessive system resources or that are objectionably degrading system response and network access may be terminated without warning by system staff. If an employee wishes to conduct an activity related to the mission of the District that will consume a significant amount of system resources, he/she should contact the system staff to alert them to the activity and to attempt to schedule the activity at a time when it will have the least impact on other District use of the system resources. Internal and external e-mail transfer sizes should be limited to **5-10MB** per

message. Messages larger than 510MB, including attachments, will not be sent. They will need to be compressed or sent another way.

8. The transmission of chain letters, jokes and cartoons is strictly prohibited.
- ~~9. The standard Internet account naming convention is first initial of first name plus first seven characters of last name@kUSD.edu. The alternate form is first two initials of first name plus six characters of last name @kUSD.edu, i.e.; jweather@kUSD.edu or jaweath@kUSD.edu)~~
9. **Access to personal email accounts such as yahoo, gmail, hotmail, etc. is not allowed and is blocked by the District's filtering software.**
10. **Software installed on District computers must be related to the District's educational mission and/or the individual's academic work. Downloading/installing of screen savers, wallpaper, gadgets, widgets, utilities, and games without the prior written consent of Information Services is prohibited.**

B. Authorized Access/Security/Privacy

1. Generally, the internal safeguards established by the District, and the use of passwords, are designed to protect the confidentiality of information exchanged over these electronic communications networks. These safeguards are not foolproof and employees should, therefore, be aware that there is no guarantee of confidentiality.
2. The primary responsibility for ensuring the confidentiality of personal communications lies with the employee. Employees should use **strong** passwords to prevent unauthorized access to files, and should observe procedures that prevent others from viewing materials on screen. **Strong passwords are 10 to 14 characters long and contain upper case and lower case letters, numbers and special characters such as # and !.** Employees should log out of their account(s) whenever they leave the office for the evening or for an extended period of time and, where applicable, laptop/notebook computers should be secured when not in use. Employees should never share or divulge their ~~system's~~ password(s) as they may be held liable for any access by their ~~secured password account~~ even if the actions were undertaken by another individual.
3. Abuse of access privileges or passwords by unauthorized entry into another employee's system or files or into the District's internal or external networks, or the distribution of messages or materials that are not consistent with the policies for appropriate workplace conduct, is subject to appropriate disciplinary action. If the abuse of access privileges is illegal, the violator may be subject to legal penalties.
4. Employees shall not use the mailbox of another employee for transmitting a message that appears to be from that staff member. Changing the content of forwarded messages without the consent of the originator of the message is prohibited. Likewise, attempting to access the voice mail or e-mail messages of another employee, without their consent or authorization, is prohibited.
5. The use of external communications, such as Internet, are not secure and information communicated may be intercepted and accessed illegally. Therefore, users should take the following precautions to protect against security violations:
 - " Never transmit or discuss sensitive information
 - Never give access or passwords to anyone internally or over the Internet
 - Never use another employee's Internet account
- ~~6. Employees must run a virus check on all files downloaded from the Internet. Executable (.exe), batch (.bat) files, or .hqx files downloaded via the Internet, should be for District-related purposes and within the scope of the employee's assigned responsibilities.~~

RULE 3535
ELECTRONIC COMMUNICATION (Personnel)
Page 3

6. The confidentiality of student record information is protected by the Family Educational rights and Privacy Act (FERPA) and the state student records law. Designated school officials may review electronic transactions to ensure that systems are being used properly. Confidentiality shall be maintained in accordance with the District's student records policy and procedures and applicable legal requirements. ~~Student records and communication between students and faculty/staff is protected by the Family Educational Right to Privacy Act (FERPA). Among the exceptions to FERPA, Kenosha Unified School District No. 1 administrators may review electronic transactions to ensure that systems are being used properly. Certain data is confidential and must not be provided to any non-authorized person in any form. Confidential data includes but is not limited to: free and reduced lunch status, special education status, data protected by HIPPA and FERPA~~
7. District employees are prohibited from connecting non-District technology of any kind to any District network be it hard-wired or wireless.

C. Use of Copyright Protected Materials

- ~~1. All District employees shall adhere to copyright restrictions for the use of print, multimedia, and/or electronic materials that are incorporated in publications, presentations, classroom instruction, or other uses within a school setting whether in print or electronic format. The use of all text, photographic, graphic or electronic materials for District purposes, including instruction, shall be guided by the copyright law of the United States of America and the "Fair Use Guidelines" (Section 107) contained within.~~

~~The fair use doctrine allows limited reproduction of copyrighted works for educational and research purposes. The relevant portion of the copyright statute provides that the fair use of a copyrighted work, including reproduction "for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research" is not an infringement of copyright. The law lists the following factors to be evaluated in determining whether a particular use of a copyrighted work is considered fair use rather than an infringement of the copyright:~~

- ~~— The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes~~
- ~~— The nature of the copyrighted work~~
- ~~— The amount and substantiality of the portion used in relation to the copyrighted work as a whole~~
- ~~— The effect of the use upon the potential market for or value of the copyrighted work~~

~~It is the responsibility of each individual to understand the limitations of copyrighted materials and use them accordingly. Guidelines for interpreting "fair use" shall be available in the District Instructional Media Center and in each school library.~~

- ~~2. The computer operating systems and all desktop software are copyright protected and are governed by individual software license agreements that define the conditions of use and restrict the number of copies that may be retained and/or used at any given time. All software loaded on an individual computer or file server must be in compliance with the license agreement. The person responsible for the unit is responsible to make certain that no unauthorized software is loaded on the equipment.~~

~~— See policy 3531.1 *Copyrighted Materials*~~

RULE 3535
ELECTRONIC COMMUNICATION (**Personnel**)
Page 4

D. System Security After Employment

When an employee leaves the District for any reason, the immediate supervisor must:

1. Notify the appropriate phone and system administrators to delete the employee's name and passwords from the systems at the earliest possible time after the employee departs.
2. Notify Information Services to have the computer reconfigured for replacement staff.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
REGULAR BOARD MEETING
Kenosha, Wisconsin

April 23, 2007

POLICY 2000 SERIES – ADMINISTRATION

The Kenosha Unified School District mission defines the District as an educational system, which values our multi-cultural heritage. Our mission is to empower all students to reach their unique capabilities, contribute to our community, and compete in a global society by providing diverse and challenging opportunities to learn through the collaborative efforts of students, families, community and staff.

Strategy 6: We will celebrate and embrace the rich cultural diversity of the student body and community in order to achieve our mission and objectives was developed to align with this mission. The action plan addresses incorporation of cultural diversity into administrative and School Board policies and strategies.

The Personnel and Policy Committee reviewed the Policy Series 2000 on April 3, 2007, and recommended it be brought to the full Board on April 23, 2007, for a first reading.

Administrative Recommendation:

Administration recommends that the Board approve Policy Series 2000 for a first reading on April 23, 2007, and be brought back to the Board for a second reading on May 22, 2007.

R. Scott Pierce, Ed.D.
Superintendent of Schools

Kathleen M. Barca
Executive Director of School Leadership

POLICY 2110
~~ACCOUNTABILITY~~ **BENCHMARKS**

The Kenosha Unified School District shall establish accountability through the adoption of yearly District benchmarks as recommended by the Superintendent of Schools and approved by the School Board. These benchmarks will be established on a school-by-school basis as determined by a consistent criteria.

CROSS REF: 2250, Superintendent - Evaluation
 2251, Administrative, Supervisory and Technical Personnel - Evaluation
 2720, Shared Decision-Making
 6010, Instructional Program Mission and Beliefs
 6100, District Vision

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: November 8, 1994

REVISED: July 25, 2000

RULE 2110

~~GUIDELINES FOR ESTABLISHING AND ACHIEVING~~ **BENCHMARKS**

1. The Superintendent of Schools and administrative staff shall be responsible for achieving District and school-by-school benchmarks. The source of benchmarks will include bi-annual, periodic educational audits.
2. Reports shall be presented to the School Board on District and school-by-school achievements delineated to the extent feasible by gender, ethnicity and socio/economic status by the first Board meeting in November each year.
3. Accountability items will be reflected in the evaluation instruments of the Superintendent and the administrative staff.

POLICY 2210

SUPERINTENDENT – RECRUITING AND HIRING ~~RECRUITMENT AND APPOINTMENT OF SUPERINTENDENT~~

When an opening in the superintendency occurs, the School Board shall recruit in an effort to fill the position with the person deemed best to lead the District. The services of a consultant may be utilized in the recruitment process.

The Board shall consider only those candidates who meet or exceed state and local qualifications and who display the ability to successfully carry out the essential functions required of the Superintendent of Schools.

The Board shall **employ** ~~appoint~~ the Superintendent after an interview of qualified candidates by members of the Board. A majority vote of the Board shall be required to **employ** ~~appoint~~ the Superintendent. The initial **employment** ~~appointment~~ shall be for a period up to three years.

LEGAL REF: Wisconsin Statutes
Sections 111.31-111.395 (Fair employment standards — employee discrimination)
118.24 (Employment of administrators)
121.02(1)(a) (Hiring staff with proper certification/license/permit)
Americans with Disabilities Act of 1990 (Disability discrimination)

CROSS REF: **1240, Access to Public Records**
2250, Superintendent - Evaluation
4110, Equal Opportunity Employment and Affirmative Action
4223, Staff Misconduct Reporting
4231, Staff Physical Examinations
4330, Staff Selection and Hiring Process
4331, Conflicts of Interest (Nepotism)
4332, Criminal Background Checks
Superintendent of Schools Position Description

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: July 25, 2000

POLICY 2211

~~RECRUITMENT AND APPOINTMENT OF ADMINISTRATIVE, SUPERVISORY, AND~~
TECHNICAL STAFF – **RECRUITING AND HIRING**

The Superintendent of Schools shall be responsible for seeking qualified candidates to fill administrative, supervisory and technical personnel vacancies in the District.

Administrative, supervisory, and technical personnel shall be **employed** ~~appointed~~ by the School Board upon recommendation of the Superintendent. All candidates recommended to the Board shall meet or exceed state and District job descriptions and display the ability to successfully carry out the essential functions of the position.

The selection, assignment and transfer of administrative, supervisory and technical personnel shall be done in accordance with established District policies and procedures.

Responsibilities for all administrative, supervisory and technical personnel shall be defined in position descriptions.

LEGAL REF: Wisconsin Statutes

Sections 111.31 - 111.395 (Fair employment standards - employee discrimination)
118.24 (Employment of administrators)
121.02(1)(a) (Hiring staff with proper certification/license/permit)
Americans with Disabilities Act of 1990 (Disability discrimination)

CROSS REF:

1240, Access to Public Records
2251, Administrative, Supervisory and Technical Personnel – Evaluation
2720, Shared Decision Making
4110, Equal Opportunity Employment and Affirmative Action
4223, Staff Misconduct **Reporting**
4231, Staff Physical Examinations
4330, Staff Selection and Hiring **Process**
4331, Conflicts of Interest (Nepotism)
4332, Criminal Background Checks
Current Employment Practices Policy for Administrative, Supervisory and Technical Personnel
Administrative, Supervisory and Technical Personnel Position Descriptions

ADMINISTRATIVE REGULATIONS: 2211A Conference and Convention Procedures
2211B Vacation Guidelines
2211C Utilization of Noncontract Days
2211D Comp Time for Administrators

AFFIRMED: December 28, 1990

REVISED: April 22, 1991
May 25, 1993
July 25, 2000

RULE 2211

~~PROCEDURES FOR RECRUITING AND HIRING ADMINISTRATIVE, SUPERVISORY AND~~
TECHNICAL PERSONNEL – **RECRUITING AND HIRING**

1. Qualifications for specific administrative, supervisory and technical positions are determined by the Superintendent of Schools and submitted to the Board for approval. Such qualifications shall include the essential functions of the job and the general qualifications for such positions outlined in the current employment practices policy for administrative, supervisory and technical personnel.
2. The ~~Personnel~~ **Office of Human Resources** office, acting upon direction from the Superintendent and consistent with procedures outlined in the current employment practices policy for administrative, supervisory and technical personnel, shall:
 - post vacancy notices,
 - respond to inquiries,
 - develop candidate personnel files,
 - screen candidate files, and
 - establish interview schedules for qualified candidates.
3. Interviews are conducted as necessary for the staffing of administrative, supervisory or technical personnel vacancies.
 - a. Interviews are conducted by District administrative personnel upon direction of the Superintendent. Board members may elect to participate in the interview process by contacting the Superintendent. Shared decision-making teams and community representatives may be involved in the interview process.
 - b. Sample topics and typical questions for discussion during interviews, as well as interview appraisal forms, may be requested by the Board. Assistance in preparing for interviews, as requested, is provided by the Board **and** by the Superintendent.
 - c. Interviews shall be conducted in a manner respecting confidentiality.
4. Except in emergency situations, recommendations for **employment** ~~appointment~~ of administrative, supervisory, and technical personnel are made by the Superintendent to the Board at least 24 hours in advance of requested Board action regarding the recommendations. The superintendent shall make supportive information regarding candidates available to the Board with all recommendations by the Superintendent.
 - a. Candidates must furnish appropriate evidence of preparation and experience and licensure or certification where required. Licensure, or a letter attesting to steps taken to obtain certification, shall be on file at the time of **employment** appointment.
 - b. **Any person employed who did not have the required licensure/certification at the time of employment but who provided a letter attesting to how that licensure/certification would be obtained must furnish the appropriate evidence of licensure or certification at such time specified by the Superintendent or designee in accordance with state law and District policies, rules and regulations. Any person failing to furnish the appropriate evidence of licensure or certification at such time will be suspended without pay until evidence is presented. Personnel who fail to furnish appropriate evidence of licensure or certification at such times as specified by the Superintendent or designee in accordance with state law and District policies, rules and regulations, will be suspended without pay until evidence is presented.**

RULE 2211

~~PROCEDURES FOR RECRUITING AND HIRING~~ ADMINISTRATIVE, SUPERVISORY AND
TECHNICAL PERSONNEL – **RECRUITING AND HIRING**
Page 2

- c. A criminal background check shall be conducted on all candidates recommended for employment in accordance with District policy.
5. If the Superintendent’s nominee is disapproved by the Board, another nomination may be submitted.

POLICY 2221

~~RELOCATION EXPENSES FOR ADMINISTRATIVE, SUPERVISORY, AND TECHNICAL STAFF –~~
RELOCATION EXPENSES

The District shall provide relocation (moving) expenses for newly hired Administrative, Supervisory and Technical (AST) employees with the following stipulations:

- At least three guaranteed price bids must be provided to the Superintendent of Schools.
- Only household effects will be moved.
- Reimbursement will only be for those employees who relocate to within the Kenosha Unified School District boundaries.
- Reimbursement will be limited to \$2,000 and by the availability of funds. Bids for relocation expenses in excess of this amount may be granted upon written approval by the Superintendent of Schools.

LEGAL REF.: Section 118.24 Wisconsin Statutes

CROSS REF.: 2211, Recruitment and Appointment of Administrative, Supervisory and Technical Staff
3100, Annual Operating Budget
Current Employment Practices Policy for Administrative, Supervisory and Technical Personnel

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 25, 2002

REVISED:

POLICY 2250

~~EVALUATION OF SUPERINTENDENT~~ - **EVALUATION**

The School Board shall conduct a formal evaluation of the Superintendent of Schools annually in accordance with established District procedures. This evaluation shall be directly related to the Superintendent's position description and to annual performance goals established by mutual agreement by the Board and Superintendent.

LEGAL REF.: Wisconsin Statutes
Section 121.02(1)(q) (Certified staff evaluations)
PI 8.01 (2)(q) Wisconsin Administrative Code (Superintendent evaluation requirements)

CROSS REF.: Superintendent Evaluation Procedures and Instrument
Superintendent of Schools Position Description

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: July 25, 2000

POLICY 2251
~~EVALUATION OF ADMINISTRATIVE, SUPERVISORY AND TECHNICAL PERSONNEL -~~
EVALUATION

Administrative, supervisory and technical personnel shall be evaluated annually by their immediate supervisor in accordance with state law requirements and established District procedures.

LEGAL REF.: Wisconsin Statutes
Section 121.02(1)(q) (Certified staff evaluations)
PI 8.01(2)(q) Wisconsin Administrative Code (Certified staff evaluation requirements)

CROSS REF.: 2210 Accountability
Current Employment Practices Policy for Administrative, Supervisory, and Technical Personnel
Administrative, Supervisory and Technical Personnel Position Descriptions

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: July 25, 2000

POLICY 2300

CENTRAL ADMINISTRATION – EDUCATIONAL SUPPORT CENTER

The Superintendent of Schools is the chief administrative officer appointed by the School Board and is directly responsible to the Board for execution of District policies approved by the Board. The Superintendent is responsible for all aspects of the District operation.

Directly responsible to the Superintendent of Schools for the character and quality of the overall organization and administration of the school system are the ~~Assistant Superintendent of Instruction, Assistant Superintendent of Business, the Assistant to the Superintendent for Educational Accountability, and the Executive Directors and Directors, and the Special Projects.~~ These individuals are responsible for the system during the absence of the Superintendent in the order presented in the preceding sentence.

Administrators will be responsible for the implementation of the objectives of their area of jurisdiction.

The Superintendent of Schools will appoint an administrator to be empowered to act for the Superintendent in his/her absence and shall advise the Board accordingly.

LEGAL REF.: Wisconsin Statutes
Section 118.24 (Employment of administrators)

CROSS REF.: 2110 Accountability
2710 Line and Staff Relations
2720 Shared Decision Making
2732 Administrative Leeway in Absence of District Policy
District Organizational Chart
Administrator Position Descriptions

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: December 13, 1994
July 25, 2000

POLICY 2400

~~BUILDING~~ ADMINISTRATION - SCHOOL

The principal is the chief administrative and instructional officer of the school and is directly responsible to the **Executive Director or Director** ~~K-8 Coordinators for elementary and middle schools and the Executive Director of 9-12 Instruction or his/her designee for high schools.~~ The principal is responsible for the administration of the total educational program within the school.

The principal will assume such other responsibilities as assigned by the Superintendent of Schools after consulting with **their immediate supervisor** ~~the K-8 Coordinators, the Executive Directors of K-8 and 9-12 Instruction and the Assistant Superintendent of Instruction.~~

Appropriate placement and transfer practices for school administrators should enhance effective utilization of skills and abilities and the professional growth of individuals and the continued improvement of the District's schools and its children. These objectives can best be achieved through the provision of a variety of assignments and experiences over a period of years, and the best possible matching of administrator strengths to identified needs of a particular school.

The Superintendent of Schools will be responsible to the Board for effective placement and transfer of school administrators. In making decisions on placement, the superintendent will give consideration to:

- The needs of the school and District as perceived by the Board and central administration;
- The administrator's expressed preferences;
- Compatibility of administrative style among staff in the school;
- Opportunities provided for professional growth in the other school assignments;
- Appropriate training to enable planning and educational continuity; and
- The needs of the schools as perceived by site councils and staff;
- Five to nine years of service at one school.

To achieve the above, the Superintendent shall annually as part of the annual staffing, consider, then make reassignment of individual building administrators which fill some or all of the above criteria.

The building principal shall appoint an assistant principal or other person to be empowered to act for the principal in his/her absence from the school.

CROSS REF.: 2710 - Organizational Chart
2211 - Recruitment and Appointment of Administrative, Supervisory and Technical Personnel

ADMINISTRATIVE REGULATIONS: None

REVISED: December 28, 1990
February 9, 1999
July 25, 2000

POLICY 2410

~~BUILDING~~ ADMINISTRATIVE **SCHOOL** SUPPORT STAFFING

The School Board recognizes and values the strong instructional leadership that needs to exist within each elementary, middle, and high school. The role of principals is complex and requires establishing a clear focus on student learning, internal and external interactions and relationships, positive school culture, and in-depth knowledge of instruction. The principal is accountable for the academic and social progress for every student within the building. They are the instructional leaders and disciplinarians, who advocate for students and partner with parents and guardians. It is their responsibility to develop, implement, and evaluate a school improvement plan that establishes goals each year. The supervision and mentoring of building level staff including teachers, educational assistants, and secretarial staff is the role of principals. They are accountable for the discretionary District budgets, all grant funding, and any other revenue sources specific to their school. Daily, principals are responsible for monitoring all of the programs within the building that could range from breakfast and zero hour classes to after school and evening courses.

The District will review student enrollment trends, programs, and building level data to ensure that the expectations and responsibilities of the administrative staff can be maintained.

LEGAL REF.: Wisconsin Statutes

Sections 111.31 – 111.395 Fair Employment Standards – employee nondiscrimination
118.24 Employment of administrators
121.02(1)(a) Hiring staff with proper certification/license/permit

CROSS REF.: 2110, Accountability

2211, Recruitment and Appointment of Administrative, Supervisory, and Technical Personnel
2720, Shared Decision-Making
4330, Staff Selection and Hiring
6100, District Vision
6110, Instructional Program Mission and Beliefs
Current Employment Practices Policy for Administrative, Supervisory, and Technical Personnel
Administrative, Supervisory, and Technical Personnel Position Descriptions

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: February 22, 2005

REVISED:

RULE 2410

~~BUILDING~~-ADMINISTRATIVE **SCHOOL** SUPPORT STAFFING

Every school within the District will have a principal whose primary responsibility is to be the leader for that building. It is recognized that the student enrollment within a school directly impacts the ability of the principal to maintain a focus on achievement. Therefore assistance, or the addition of other responsibilities for the building principal, will be reviewed and considered based on the student enrollment trends, programs, and building level data.

1. Principals assigned to a school with a student enrollment of less than 250 may assume additional leadership responsibilities.
2. Principals assigned to a school with a student enrollment of greater than 600 may have additional staff to support the principal with serving the students and families. This may be an assistant principal, resource teacher, dean of instruction, etc.
3. Principals assigned to a school with a student enrollment of greater than 1500 may have additional staff to support the principal with serving the students and families. This may be an assistant principal, resource teacher, dean of instruction, etc.
4. Principals assigned to a school with a student enrollment of greater than 2000 may have additional staff to support the principal with serving the students and families. This may be an assistant principal, resource teacher, dean of instruction, etc.

In collaboration with the Executive Director or Director of School Leadership and the principal, the Superintendent of Schools will recommend additional staff or responsibilities that support the needs within the building and submit a recommendation for Board approval.

POLICY 2710
LINE AND STAFF RELATIONS

The School Board desires the Superintendent of Schools to establish a clear understanding on the part of all personnel of the working relationships in the school system. Lines of direct authority should be those approved by the Board and shown on the District's organizational chart.

Personnel shall be expected to refer matters requiring administrative action to the administrator to whom they are responsible. That administrator shall refer such matters to the next higher administrative authority when necessary. Additionally, all personnel will be expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate.

It is expected that the established lines of authority will serve most purposes. All personnel shall, however, have the right to appeal any decision made by an administrative authority.

Additionally, the lines of authority do not restrict in any way the development of a cooperative working relationship among all staff members at all levels in order to develop the best possible school programs and services. The established lines of authority represent direction of authority and responsibility as well as avenues for a two-way flow of ideas to improve the program and operations of the District.

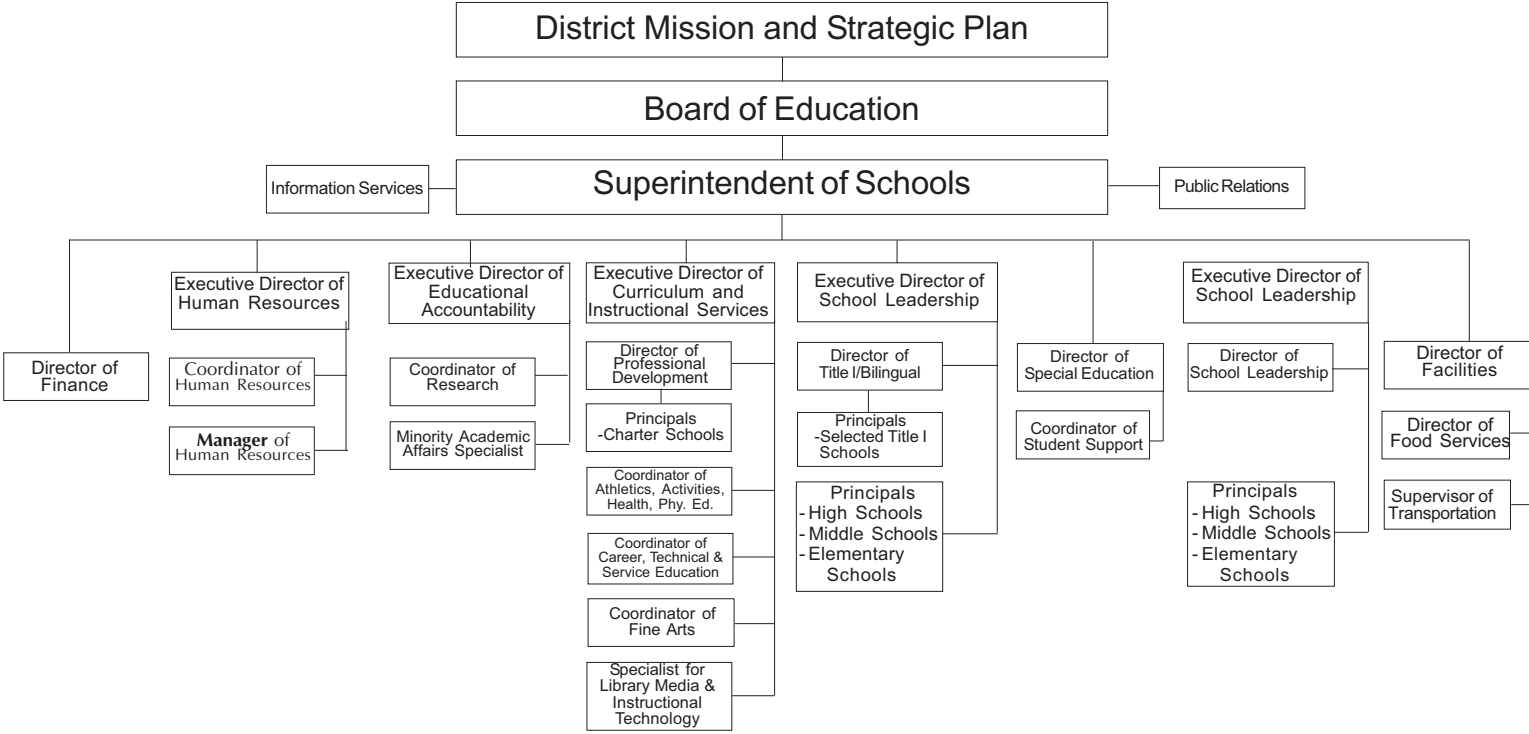
CROSS REF.: 4211 Staff Communications to the School Board

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: July 25, 2000

REVISED: November 28, 2006

Kenosha Unified School District No. 1 Organizational Chart



Approved 04/09/07

POLICY 2720
SHARED DECISION MAKING

In order to meet the genuine needs of the community, facilitate school success for all students and ensure the continuous improvement of District educational programs, the Kenosha Unified School District endorses the process of shared decision making. Shared decision making secures the involvement of all of the educational stakeholders--parents, students, staff, community members, School Board members and school administrators.

Shared decision making opportunities shall be made available in the District through a variety of means, including but not limited to the following: strategic planning teams, school site councils, District and school advisory committees, councils, and task forces.

Shared decision making shall be done in accordance with established District policies, rules, regulations and agreements. **These processes shall include representation of the District/School's diverse student enrollment.**

LEGAL REF.: Wisconsin Statutes
Section 120.13 (School board power to do all things reasonable for cause of education)

CROSS REF.: Policy 4330 Staff Selection and Hiring Process
Policy 8110 Purpose and Role of the Board
Policy 1220 Citizen Advisory Committees
Site-Based Decision Making Collaborative Agreements

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: July 25, 2000

POLICY 2810
INCIDENT REPORTING

The Superintendent of Schools shall notify the Board of Education **in a timely manner** of serious breaches of policy by students or staff in a timely manner.

LEGAL REF.:	Wisconsin Statutes Sections	118.126 Privileged Communication
CROSS REF.:	1210 5434 5436 5436.1 5437 5430 5474	School Sponsored Communication Student Alcohol and Other Drug Use Weapons Fires, Fire Alarms, Explosives, Firecrackers, and Spray Devices Threats and/or Assaults by Students Student Conduct and Discipline Student Expulsion

ADMINISTRATIVE REGULATIONS: None

APPROVED: May 11, 1999

RULE 2810

~~PROCEDURES FOR REPORTING INCIDENTS~~ **REPORTING**

1. All breaches of student behavior policies which the Board has designated “zero tolerance,” that is, required to be brought for expulsion consideration, shall be reported to the Board President via telephone call as soon as administration becomes aware of them.
2. All breaches of student behavior policies that are considered zero tolerance shall be reported to all Board of Education members via first class mail or other alternative means as deemed appropriate.
3. Such reports shall be made upon completion of the police report and/or upon implementation of initial administrative consequence.
4. All breaches of the master contract for staff and all other dangerous and/or life threatening situations regarding children shall also be reported within 24 hours.
5. Reports shall be made consistent with legal and ethical principles regarding privacy rights of children and families.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
REGULAR BOARD MEETING
Kenosha, Wisconsin

April 23, 2007

RULES OF ORDER – POLICY 8810

Board members stated that the current three minutes response time to comments made at Board Meetings is not long enough to address several issues at once. They suggested that the current Policy 8810 – Rules of Order be changed to allow up to six minutes response time for Board members.

The Personnel and Policy Committee reviewed Policy 8810, Rules of Order on April 3, 2007, and recommended it be brought to the full Board on April 23, 2007, for a first reading, with the above-mentioned change.

Administrative Recommendation:

Administration recommends that the Board approve Policy 8810, Rules of Order for a first reading on April 23, 2007, and be brought back to the Board for a second reading on May 22, 2007.

Dr. R. Scott Pierce, Ed.D.
Superintendent of Schools

Kathleen M. Barca
Executive Director of School Leadership

POLICY 8810
RULES OF ORDER

The School Board shall conduct all its meetings in accordance with newly revised Robert's Rules of Order, unless otherwise provided below.

1. The School Board president may vote on all matters coming before the School Board. The School Board president has the right to introduce or second motions if another School Board member is given temporary control of the meeting. Temporary control is assigned in the following order: Vice President, Clerk, Treasurer, any other member.
2. A motion to Limit Debate shall be decided by a majority vote.
3. Each regular and special meeting of the School Board shall be considered a "session," unless it is an adjourned meeting as defined by newly revised Robert's Rules of Order.
4. It shall be in order to Postpone Definitely a motion, event or report beyond the next session by a majority vote.
5. A motion to rescind or amend something previously adopted at an earlier session requires a majority vote if prior notice is given outlining the proposed motion. Without this notice, a two-thirds vote is required. This notice may be given by mail or may be given orally at an open meeting or a closed meeting if applicable. (Note: In any event, the provisions of the Open Meeting Law and School Board Policy apply). The School Board President shall require a majority written request or vote for placement on an agenda if the member did not vote on the prevailing side of the motion to be rescinded or amended. The provisions and requirements of this section shall expire ninety (90) days from the date of the last School Board action and, therefore, agenda requests and motions may be offered on the issue as if new.
6. A motion to rescind or amend something previously adopted instead of reconsidering action taken at the same session shall require a two-thirds vote. If a motion to reconsider fails, it shall not be in order to move to rescind or amend something previously adopted at that same session.
7. A motion may be unilaterally withdrawn by the maker prior to any vote being cast. Similarly, a motion may be modified without the permission of the second; however, the second may withdraw.
8. A member, while speaking on a motion, may not move the previous question.
9. Discussion is permitted when no motion is pending. To close discussion when no motion is pending, a member may request to proceed. No second is required. It is not debatable, it is not in order when another has the floor, and requires a majority vote if the request is objected to but no member immediately offers a motion. After a request to proceed, the chair shall ask if there is an objection or a motion and, if hearing none, the School Board will proceed with the agenda.
10. Except as adopted by a unanimous vote to suspend this Bylaw, the following motions shall not be in order:
 - a. Create a Special Order
 - b. Call for the Orders of the Day
 - c. Reconsider and Enter on the Minutes
 - d. Lay on the Table
 - e. Take from the Table

POLICY 8810
RULES OF ORDER
Page 2

11. School Board members' response to citizen comments shall be limited to ~~six~~ **three** minutes.
12. Time allowed for debate on motions during regular meetings shall be limited to one five minute discussion period followed by one three minute rebuttal period per person. Another three minute rebuttal time is allowed during special meetings. The use of another member's time is allowed at the discretion of the chair under the following provisions:
 - a. another member must consent to waive his/her time;
 - b. the ruling of the chair shall apply to all members;
 - c. discretion to use another member's time expires once a vote has occurred; and
 - d. a member can use another member's time only once per motion.

CROSS REF.: 8710, Regular Board Meeting
8720, Special Board Meeting
8730, Executive Sessions (Closed Meetings)
8850, Board Standing Committees
8870, Public Participation at Board Meetings

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 8, 1993

REVISED: March 26, 1996
July 8, 1997
July 10, 2001

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

April 23, 2007

Enhancing Education Through Technology Grant (Ed Tech)

School Board approval is requested to submit and implement, if awarded, the Enhancing Education Through Technology Grant (Ed Tech). Enhancing Education Through Technology is a federal grant program designed to support the efforts of President Bush's federal initiative called No Child Left Behind (NCLB). Kenosha is joining with the school districts of Racine, Mequon and New Berlin to increase student achievement with 21st Century technology skills and to train teachers to design and implement lessons for students that integrate technology.

Grant Title: Enhancing Education Through Technology 2007-078
Senior High School Technology Integration Initiative

Consortium Grant Request: \$100,000

Grant Purpose:

The Enhancing Education through Technology senior high school grant proposal requests funding to increase student achievement by providing professional development opportunities for secondary educators to work in teams to design and implement student-centered, technology-integrated lessons. A core group of 15 staff members from Bradford, Tremper and Indian Trail Academy will participate in six days of professional development in designing interdisciplinary units that incorporate digital media. Teachers also will learn to assess student performance on projects that integrate technology, content standards and information and instructional technology standards. Teams will become skilled in the use of digital media technologies to demonstrate what they and their students have learned. Team projects will be shared via an online learning community with other consortium participants, as well as with other District teachers via the KUSD web page and Cable Channel 20.

Grant Goals:

Goal 1: Students, teachers, library media specialists and instructional technology teachers will collaborate in the creation of digital media projects to support increased student achievement in cross curricular areas.

Objectives:

- By June 2008, all staff participating in the grant will acquire the skills necessary to support the use of digital media in a collaborative educational environment.
- By June 2008, 100% of the team involved in the grant will collaboratively implement units developed in the classroom with all of the students identified.

Goal 2: Students will use 21st Century tools to act as responsible researchers, authors, designers and information producers and to create knowledge products for audiences inside and outside the classroom.

Objectives:

- By June 2008, 80% of students participating in grant activities demonstrate proficiency in the Wisconsin Information Technology & Literacy B (*Information and Inquiry*), C (*Independent Learning*), and D (*The Learning Community*) Standards as measured by a competency checklist.
- By June 2008, 80% of students participating in grant activities demonstrate increased proficiency in the enGauge 21st Century Skills: *Creating Relevant High Quality Products*, *Effective Use of Real World Tools* and *Visual Literacy* in their work samples.
- By June 2008, 90% of students participating in grant activities will model and demonstrate appropriate fair use and copyright practices in the publication, presentation and demonstration of their digital media projects.

Goal 3: All students will demonstrate positive gains in academic achievement and demonstrate increased ownership, responsibility, and motivation on classroom projects.

Objectives:

- By June 2008, 90% of identified at-risk students in the target group will measurably improve attendance and completion rates on projects.
- By June 2008, 80% of projects will demonstrate more complex knowledge and understanding of digital media concepts and curricular content area when compared to similar projects from prior years.

Goal 4: All teachers and library media staff involved in the grant will reform their teaching methods to regularly integrate 21st Century skills and will share these teaching practices with colleagues.

Objectives:

- By June of 2008, 100% of the teachers and library media staff participating will implement units in classrooms with 100% of the identified students.
- By June of 2008, 100% of the teachers and library media staff participating will be trained in the use of Universal Access (Macintosh OS X) to insure that all students are made aware of this assistive technology and model its use as appropriate.
- Pre and post surveys, reflection logs and lesson plans will show a measurable increase in the integration of 21st Century Learning Skills: *Creating Relevant High Quality Products*, *Effective Use of Real World Tools*, and *Visual Literacy* in teaching practices.

Grant Budget:

Kenosha Unified's portion of the total grant (\$100,000) will be \$30,000 with 100% directed to hardware (laptops, software, digital cameras, firewire drives and mobile, wireless technology). A portion of the consortium budget will be shared by all districts for common activities and expenses (grant administrative/fiscal agent costs and a required evaluation by external evaluators).

Relationship to District Strategic Plan and Goals:

The senior high school Enhancing Education Through Technology grant will meet the strategic plan and goals of the District by “training teachers to use effective instructional strategies that promote higher order thinking and hands-on learning experiences for all students.” The District’s current, state-certified 2005-08 Information and Technology Plan goals are to “improve student achievement through the integration of technology into content areas” and “to provide teachers with the professional development needed to use and integrate technology effectively to improve student achievement.

Relationship to District Budget:

These funds cover items over and above the District budget.

District Staff Persons Involved in Developing/Implementing the Grant:

Suzanne Chernik, Specialist, Library Media/Instructional Technology/Media Production
Ann Fredriksson, Mary Salani and Paul Irvine, Instructional Technology Teacher-Consultants
Kathy Robillard, Library Media Teacher-Consultant

Administrative Recommendation:

Administration recommends School Board approval to submit and implement the Enhancing Education Through Technology 2007-08 grant.

Dr. R. Scott Pierce
Superintendent of Schools

Dr. Edie Holcomb
Executive Director of Instructional Services

Suzanne Chernik
Specialist – Library Media/Instructional Technology



Kenosha Unified School District No. 1
Fiscal, Facilities and Personnel Impact Statement

Title: Enhancing Education Through Technology Grant (EETT) **Budget Year:** 2007-2008

Department: Instructional Services **Budget Manager:** Suzanne Chernik

REQUEST

We are requesting approval to submit and implement the Enhancing Education Through Technology Grant for the 2006-07 school year. The total funding for this four-district consortium grant is \$100,000. KUSD's portion is \$30,000.

RATIONALE/ INSTRUCTIONAL FOCUS

The major goal of the grant is to increase student achievement by providing professional development opportunities for senior high school educators to work in teams to design and implement student-centered, technology-integrated lessons

IMPACT

The Educational Technology grant provides hardware, software and peripherals for participating teachers.

BUDGET IMPACT		
Object Level	Descriptive	Amount
400's	Non-Capital Objects	30,000
	TOTAL	\$30,000.00

*Note: To calculate the Total in the Amount column, select the Total Amount and press the F9 key.

Is this a one-time or recurring expenditure?

FUNDING SOURCES

N/A

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

April 23, 2007

Early Childhood Long Term Site Recommendations

Currently, much work is being performed in determining the long-range plans of the early childhood program within the District. Since the new boundaries have been established, the early childhood programs will mirror the current structure for the 2007-08 school year. The exceptions are as follows: The portable classroom at Jefferson Elementary will be moved, thus transferring that EC unit to Jeffrey Elementary. Based on growth as laid out in the charts, a new EC unit will be placed at Nash Elementary. An additional EC unit has already been anticipated and planned for at the Brass school site as well. This will account for future growth in the 2008-09 school year.

The pre-school program site plan, Tactic Four, is currently working on building a collaborative system among preschool programs. Through their work and the work of the preschool site plan, many discussions are occurring to make a determination of the future of EC delivery system and where that will best take place. An EC task force team will be assembled to lead this charge. There will be EC teachers from various levels, support staff, program support, and administration that will serve on this team.

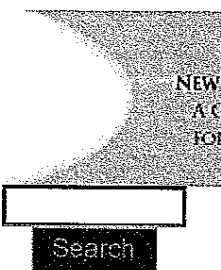
A varied approach to servicing our students is the best result. However, we have been given a directive to make determinations for future programming by examining four geographical areas throughout the community partnering with existing day cares and community partners, or going to a regional site and having the capacity to create a center based approach, similar to Cesar Chavez Learning Station, and sharing resources similar to the current EBSOLA model.

Administrative Recommendation

It is recommended that the Board receive and file this report and allow the Task Force to bring recommendations back to the Board in February of 2008 prior to the 2008-09 school year. Changes to this delivery system will have to be phased in over a three to five year timeline. Currently, we have received information from other districts that are participating in the community center approach and are examining contract language. Prior to a RFP being distributed, a cost benefit analysis needs to be performed to determine the most feasible and economical way to proceed that benefits the District and students.

Kurt Sinclair
Director of School Leadership

R. Scott Pierce, Ed.D.
Superintendent of Schools



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Early Childhood Least Restrictive Environments

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Throughout Wisconsin, options are expanding for young children with disabilities. Professionals working with 3 through 5 year old children with disabilities are finding innovative ways to provide a continuum of service options for these children. The goal is to provide integrated learning activities and environments for young children with disabilities and to provide these experiences in the least restrictive environment.

The search for an expanded continuum of services has been driven by sound educational practice as well as the legal requirements of the Individuals with Disabilities Education Act (IDEA). IDEA addresses least restrictive environment (LRE) in terms of the removal of a child from regular education and has evolved into a practice that is best described as a continuum of service. The need for a continuum of services is further reinforced by the recent educational reform movements associated with America 2000; it's learning readiness goals and by the movement toward developmentally appropriate practices.

These movements recognize that all children vary in their backgrounds, abilities and interest. Therefore, when children are grouped together for educational or child care purposes, their classroom is diverse with a wide range of skills and needs. For such a diverse group to benefit the curriculum must be developmentally individualized for each child. The continuum of service options is designed to provide an educational experience relevant to the children's differences while providing each child and teacher with the resources and supports needed to make the placement successful. In early childhood special education this continuum of service may vary from a self-contained class that shares time with a kindergarten program to the provision of special education services through an itinerant model in the child's regular day care center or Head Start program.

School districts across Wisconsin are working to improve the continuum of options for young children. Many districts are in the planning process and are working in conjunction with community coordinating groups. These groups are involved in taking stock of their their community resources, identifying duplication, gaps in services and planning ways to provide a coordinated continuum of services, and creating new ways of doing business.

Many school districts began by providing opportunities for integration within their existing school systems. Students in Early Childhood: Exceptional Educational Needs (EC:EEN) classrooms may have participated in activities, field trips and special events with regular education programs. Soon placement options were being expanded to include support for preschoolers with exceptional educational needs in Chapter One preschool programs, 4 year old kindergartens, or 5 year old kindergartens.

Soon the itinerant model was utilized when children with disabilities were enrolled in public community child care or Head Start programs. In the itinerant model, the school EC:EEN teacher or therapist works with the child in the child's community programs. Using the IEP for guidance the itinerant teacher or therapist not only works directly with the child but also works with the child care teacher in the development of activities and educational objectives. In this model, the itinerant teacher or therapist

constantly focuses on the needs of the target child without "pulling the child out" for isolated instruction.

Several progressive districts are working to change the community system for the delivery of service. These districts promote inclusion as they create co-located early childhood centers that can meet the varying needs of all children and families. These models can be school based or community based. For example a school based early childhood center may operate in one building and include all school programs for young children such as; EC:EEN, Chapter One preschool, 4 and 5 year old kindergartens, 1st - 3rd grade, and/or school age mothers programs. These buildings may open their doors to additionally house Head Start and/or rent space to community child care programs. An example of a co-located community based early childhood center finds the school EC:EEN program located in space rented in a community child care center. The EC:EEN teachers and related staff are housed within these buildings ensuring many opportunities for integration and the coordination of EC:EEN services as an integral part of the child's daily educational/care experience.

The benefits of expanding the service options for young children with disabilities is clear for all children, families and service providers alike. Children with disabilities, as well as children without disabilities benefit educationally. Integration opportunities provide children with disabilities age-appropriate peer models which stimulates their development and learning. Children without disabilities demonstrate more positive attitudes toward disabilities after being involved in integrated opportunities. Families benefit as transitions, transportation and needed coordination are reduced. Service providers benefit from reduction in duplication of services and sharing of resources.

For further information on expanding service options for young children with disabilities contact:

Mary Peters, Exceptional Education Needs Consultant, 608 267-9172

Jill Haglund , Early Intervention Specialist, 608 267-9625

For questions about this information, contact Jill A. Haglund (608) 267-9625

Last updated on 12/29/2005 12:56:45 PM



State Superintendent of Public Instruction Elizabeth Burmaster
Department of Public Instruction, 125 S. Webster Street,
P.O. Box 7841, Madison, WI 53707-7841 (800) 441-4563

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ECSE-PRESCHOOL PROJECTED NUMBERS FOR THE YEARS OF 2003-04 TO 2007-08

Projection	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08
Enrolled as of	3/13/02 214	3/31/203 234	2/16/04 251	2/25/05 268	1/13/06 249	2/9/07 276
Number of students waiting placement	9	11	1	7	16	12
Projected number of children that will transition from EIP	25	40	38	23	34	38
Projected number of children from open evaluations	9 (EIP)	18 (EIP)	14 (EIP)	23 (EIP)	9 (EIP/Open/HS)	21 (EIP/Open/HS)
Projected number of children from open evaluations from early childhood/speech language screenings	15	13	26	30	* Revised Category 41 Projected # of children generated from screenings	*Revised Category 33 Projected # of children generated from screenings
Projected number of children from Head Start open evaluations	2	Included above	Included above	Included above	Included in projected number of open evals	Included in projected number of open evals
Number of students moving to the kindergarten level	104	126	123	114	131	147
Total number of projected preschool students starting the following school year.	107	190	207	237	218	233
Current number of staff	15	17	18 1 Itinerant	17.5 2 Itinerant	20.5 2 Itinerant	18.5 2 Itinerant
Projected number of staff needed	17 (+2)	19 (+2)	20.5 (+1.5)	23.5 (+4)	+1	23 (+2.5)
Increase in staff approved	+2	+2	+5	+1	0	

The "projected number of staff needed" is based on staffing EC classrooms at an optimum of 5 students per session. This allows for growth that takes place through the summer and course of the year. Approximately 175 to 200 evaluations are completed by the Early Childhood / Speech-Language Diagnostic Office. The majority of evaluations result in placements for the ECSE Preschool Program, but placements also occur for the Speech Impact and ECSE Kindergarten Programs.

ECSE-KINDERGARTEN PROJECTED NUMBERS FOR THE YEARS OF 2003-04 TO 2007-08

Projection	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08
Projected number of open evaluations	3/13/02 6	3/31/03 0	2/16/04	2/25/05 0	1/13/06 6	2/9/07 3
Number of students moving to the kindergarten level	104	126	123	114	131	147
Number of students being retained.	0	1			1	Unknown at present
Number of students who will not require ECSE K services	0	36		15	21	Estimate 31 (25 who will not need services, and 6 who could receive CD self-contained programming.
Total number of kindergarten students for the following school year.	110	91		99	117	119
Current number of staff				11	11	12
Projected number of staff needed				12 (+1)	14.5 (+3.5)	15 (+3)
Increase in staff approved				0	1	0**

** Tentative 07-08 class lists indicate student needs can be met with current number of staff.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

April 23, 2007

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board
April-May**

April

- April 3, 2007 – Special Meeting of Electors – 5:30 P.M., Standing Committee Meetings – 6:00 and 7:00 P.M. and Special Meeting at 8:00 P.M.
- April 6-15 – Spring Break – No School
- April 23, 2007 – Organizational Meeting – 6:00 P.M. and Regular Board of Education Meeting – 6:30 P.M. in ESC Board Meeting Room

May

- May 8, 2007 – Standing Committee Meetings – 6:00 and 7:00 P.M. and Special Meeting – 8:00 P.M. in ESC Board Meeting Room
- May 10, 2007 – Special School Board Meeting – 6:00 P.M. in ESC Board Meeting Room
- May 16, 2007 – Half Day of School For Students – Professional Development Half Day
- May 22, 2007 – PR/Goals/Legislative Standing Committee – 5:00 P.M. in Room 190B in Educational Support Center; Regular Board of Education Meeting – 7:00 in ESC Board Meeting Room
- May 28, 2007 – Memorial Day – No School

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

**REGULAR BOARD OF EDUCATION MEETING
EDUCATIONAL SUPPORT CENTER**

APRIL 23, 2007

**APPENDICES FOR
CONSENT AGENDA ITEM XIII-A
STRATEGIC PLANNING IMPLEMENTATION
TEAMS #2 & #3 UPDATES**

Strategy II: We will develop a collaborative system, which actively engages students in meaningful service projects within their school or community.

Action Plan II.1; Specific Result: Establish a service project support network throughout the Kenosha Unified School District and community.

Administrator Responsible: TBD

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
II.1.1	Establish a service projects advisory committee consisting of KUSD staff, students, and community stakeholders.	Implementation Team	9/12/2005	6/9/2006	1/9/2006	100%
Status/Comment: Advisory Board will meet once per month. Subcommittees as needed.						
II.1.2	Create a timeline and phase-in plan calendar to fully establish the service project support network within five years.	Training & Prof. Dev. subcommittee	9/12/2005	6/9/2006		25%
Status/Comment: Phase I - Seven pilot schools chosen and training planned.						
II.1.3	Define principal expectations, resources, training.	Policy & Proc./Training & Prof. Dev./Website	9/12/2005	6/9/2006		50%
Status/Comment: Research is being done on principal expectations in the State of Wisconsin and on a national level. Draft 1 complete.						
II.1.4	Develop role expectations for service project coaches, teachers, and agencies.	Policy & Procedures subcommittee	9/12/2005	6/9/2006		25%
Status/Comment: Working committee has developed a draft of the service coach job description with expectations. Draft 1 in April.						
II.1.5	Identify local community stakeholders (Americorps*Vista, Kenosha Area Family and Aging Services, student - community members, staff).	Implementation Team	9/12/2005	6/9/2006	1/9/2006	100%
Status/Comment: We have four community partners and are developing a list of community leaders actively involved in planning and implementing Phase I.						

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
II.2.1 Establish safety guidelines (in accordance with School Board policies) for selection and implementation of meaningful service projects (including transportation, finances, background checks on agency personnel if needed).	Policy & Procedures subcommittee	9/12/2005	6/9/2006		40%
Status/Comment: Our service learning implementation group is collecting and researching guideline and policies. Draft 1 by May '06.					
II.2.2 Establish criteria or Memorandum of Understanding for community agencies participating - (who is responsible for what).	Policy & Procedures subcommittee & Crista Kruse	9/12/2005	6/9/2006		40%
Status/Comment: The committee has some draft partnership agreement from other schools in Wisconsin. Draft 1 by May '06.					
II.2.3 Create a Project approval system.	Policy & Procedures subcommittee	9/12/2005	6/9/2006		40%
Status/Comment: The committee has samples of project approval systems and the flow chart in development. Draft 1 by May '06.					
II.2.4 Create / develop / add crisis communication plan.	Policy & Procedures subcommittee	9/12/2005	6/9/2006		10%
Status/Comment: Met with safety and drafting form.					
II.2.5 Secure appropriate insurance coverage - District.	Audrey Gutfreund	9/12/2005	6/9/2006		80%
Status/Comment: Met with safety for form and coverage.					

Action Plan II.3; **Specific Result:** Establish District-wide service program curriculum guidelines that link education to service and service to learning.

Administrator Responsible:

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
II.3.1 Create a service project continuum matrix.					0%

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
II.3.2	Integrate service-learning guidelines into all curriculum revisions.				0%
II.3.3	Develop appropriate program guidelines at the primary, intermediate, middle and high school level based on student's developmental levels. A. Time B. Location C. Funding D. Extent of project				0%
II.3.4	Compile and share service project resources available from local, state, and national sources for implementing service to community.				0%
II.3.5	Implementation of service project program.				0%
II.3.6	Require students to reflect upon their service learning experiences appropriate to each level using the six step writing process.				0%
II.3.7	Celebrate the achievements of service to community.				0%
II.3.8	Develop and continually update a compendium of existing service projects and potential activities suggested by community agencies.				0%

Action Plan II.4; **Specific Result:** Educate community at large to the benefits and values of service projects.

Administrator Responsible:

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
II.4.1	Establish a community-wide common language for service projects.				0%
II.4.2	Identify key people responsible for disseminating information - marketing and media liaisons - students and adults - ambassadors.				0%
II.4.3	Develop marketing and public relations goals, timeline, and target dates.				0%
II.4.4	Identify methods of communication. A. Staff meetings B. Board meetings C. Workshops D. Flyers E. Newspaper F. KUSD Public Information Office - Channel 20 G. KUSD Website H. Marketing Group - Speaking I. High Schools adopt Middle School / Elementary School J. DECA K. Service Learning with community L. Quarterly Media Updates M. Newsletter - community showcase.				0%
II.4.5	Evaluate marketing efforts.				0%

Action Plan II.5; **Specific Result:** Educate the KUSD youth about the expectation/benefit of the continuum of service projects as it relates to the students' education.

Administrator Responsible:

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.5.1	Collect and use films, tapes, posters, resources, etc. that explain service and inspire participation; make these available to classroom teachers at all levels.					0%
II.5.2	Invite community leaders and volunteers into classrooms to describe their involvement and inspire similar efforts.					0%
II.5.3	Share student reflections and successes - showcase. Incorporate student representations in collaboration - celebrate with students to reinforce internal and external benefits.					0%
II.5.4	Develop age appropriate service project lists of recognition / awards - e.g.: K-2 Stickers 3-5 6-8 9-12 Graduation cord = 50 hours, 100 hours, 200 hours					0%
II.5.5	Leverage student groups / clubs to educate and support service project initiative - i.e. Girl Scouts, Boy Scouts, student councils.					0%

Action Plan II.6; **Specific Result:** Educate all KUSD school parents/guardians about the expectation/benefit of the continuum of service projects as it relates to the students' education.

Administrator Responsible:

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.6.1	Send home a document / flyer about service and service learning.					0%

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.6.2	Kick-off the service project concept with the community, students and parents.					0%
II.6.3	Conduct community-wide parent/guardian meetings.					0%
II.6.4	Present service projects information to each school's parent group.					0%
II.6.5	Disseminate service project information through radio and newspaper spots.					0%
II.6.6	Require parents/guardians confirmation of their child's service project.					0%
II.6.7	Showcase service projects throughout the community.					0%
II.6.8	Survey parents to obtain additional project ideas.					0%

Action Plan II.7; **Specific Result:** Educate all KUSD staff about the expectation/benefit of the continuum of service projects as it relates to the students' education.

Administrator Responsible:

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.7.1	Train building contact person (coach) regarding service and service learning.					0%
II.7.2	Present research on the benefits of service learning.					0%

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.7.3	A. Educate all staff in their understanding of KUSD orientation to the continuum of service projects. 1.) Volunteerism 2.) Community Service 3.) Internships 4.) Service Learning B. Provide professional development for all new staff.					0%
II.7.4	Collect and provide ongoing ideas and suggestions through articles and models.					0%
II.7.5	Present service projects policies, procedures, guidelines and evaluation to all staff.					0%
II.7.6	Connect/integrate service to existing curricula through in-services and summer workshops.					0%

Action Plan II.8; **Specific Result:** Develop and implement an assessment system that includes a tracking / measurement tool.

Administrator Responsible:

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.8.1	Develop a list of criteria for software. A. Tracking participation B. Measurable outcome C. Student satisfaction / feedback D. Agency satisfaction / feedback E. Teacher satisfaction / feedback					0%
II.8.2	Research software systems - external and internal.					0%

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
II.8.3	Pilot systems for success.					0%
II.8.4	Develop support, training, and maintenance.					0%
II.8.5	Implement final tracking system.					0%
II.8.6	Review ongoing system.					0%
II.8.7	Share results with stakeholders.					0%

Strategy III: We will develop and implement plans to address the overcrowding in our schools.

Action Plan III.1; **Specific Result:** Investigate and determine leasable properties and/or install portable classrooms at schools where overcrowding is an issue for the 2005-2006 school year and two years beyond.

Administrator Responsible: Pat Finnemore

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.1.1	Update demographic information and projections of students throughout the District.	Educational Accountability	10/1/2005	11/15/2005	11/15/2005	100%
III.1.2	Define the red and yellow status schools as referred to in the Long Range Facilities Planning Committee report to the School Board on October 12, 2004.	Facilities	1/1/2006	5/31/2007		40%
Status/Comment: This will be finalized as part of the Long Range Facilities Planning Committee report to the Board.						
III.1.3	Inform governing political bodies and all stakeholders of the overcrowding situation and the potential need for portables.	Facilities	1/1/2006	7/1/2006	7/1/2006	100%
III.1.4	Determine present leasable properties within KUSD boundaries.	Facilities	9/1/2005	5/1/2006	5/1/2006	100%
III.1.5	Project and amend for financial implications based on the implementation year.	KUSD	9/1/2005	7/1/2006	7/1/2006	100%
III.1.6	Determine annual cost to be included in yearly adopted budget.	KUSD	9/1/2005	5/1/2006	5/2/2006	100%
III.1.7	Direct the Facilities Department to obtain the necessary leases, portables and permits.	School Board	3/1/2006	8/1/2006	8/1/2006	100%
III.1.8	Have fully functional classrooms available by start of 2005/06 school year.	Facilities	9/1/2005	9/1/2006	9/1/2006	100%

Action Plan III.2; **Specific Result:** Encourage the formation of more instrumentality charter and/or other non-boundary KUSD schools in present leasable properties by February 2006.
Administrator Responsible: TBD

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.2.1	Establish an opportunity for current instrumentality charter and other non-boundary KUSD school directors/administrators/founders to educate other potential instrumentality charter and/or other non-boundary KUSD school director/administrators/founders.	Committee	10/1/2005	2/1/2006	2/1/2006	100%
III.2.2	Determine present leasable properties within KUSD boundaries.	Facilities	9/1/2005	11/1/2006	11/1/2006	100%
III.2.3	Consult other school districts that have successful instrumentality charter schools.	Committee	10/1/2005	6/1/2006	6/1/2006	100%
III.2.4	Provide necessary staff development for individuals/teams that are interested in establishing instrumentality charter and/or other non-boundary KUSD schools.	Committee	1/1/2005	5/1/2006	5/21/2006	100%
III.2.5	Consider all instrumentality charter and/or other non-boundary KUSD school proposals and support those that are educationally sound.	Committee	1/1/2006	12/31/2006	12/31/2006	100%

Action Plan III.3; **Specific Result:** Construct a new elementary school in the west end of the School District to accommodate 600 students and an addition to Prairie Lane to accommodate 200 students by August 2007.
Administrator Responsible: Pat Finnemore

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
III.3.1	Update demographic information and projections of student enrollment throughout the district.	Educational Accountability	10/1/2005	11/15/2005	11/15/2005	100%
III.3.2	Project and amend for financial implications based on the timing of implementation.	Finance	1/1/2005	3/1/2005	3/1/2005	100%
III.3.3	Educate all stakeholders on the need and location selection for the new school and addition.	KUSD	1/1/2005	11/1/2005	11/1/2005	100%
III.3.4	Adjust the current Long Range Facilities Planning Committee's building plan and financial projection for 550 students to accommodate 600 students.	Facilities	1/1/2005	3/1/2005	3/1/2005	100%
III.3.5	Implement a sufficient referendum to fund the construction and continuous operation of the new school and expanded Prairie Lane.	KUSD	11/1/2005	8/1/2007		80%
III.3.6	Establish a boundary committee representing all stakeholders for eventual redistricting of the entire school district to alleviate overcrowding at all elementary schools and provide space for future growth where needed.	KUSD	2/1/2006	5/1/2006	6/1/2006	100%
III.3.7	Redistrict the elementary school boundaries.	KUSD	12/1/2005	12/1/2006	12/1/2006	100%
III.3.8	Conduct information sessions about the new school boundaries and orientation sessions for families who have had their school boundary changed.	KUSD	9/5/2006	12/1/2006	12/1/2006	100%

Action Plan III.4; **Specific Result:** Implement all the Board of Education approved short-term overcrowding remedies by 2005-2006.

Administrator Responsible: High School Prins

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
III.4.1 Obtain a clear understanding of what each of the approved remedies means. - Early release/late arrival - Add 5th block - Skinny in morning	High School Principals	9/1/2005	9/1/2006	9/1/2006	100%
III.4.2 Widely distribute the information from #1 to KUSD staff involved.	High School Principals	9/1/2005	9/1/2006	9/1/2006	100%
III.4.3 Direct appropriate administrators to meet with department heads, KEA representatives, guidance counselors, student government representatives, and parents to determine how best to educate students, parents and staff as to the advantages of these remedies.	School Board / Superintendent	5/1/2005	9/1/2006	9/1/2006	100%
III.4.4 Make positive presentations to students, parents, and staff.	High School Principals	5/1/2005	9/1/2006	9/1/2006	100%
III.4.5 Meet with the KEA to resolve contractual concerns, if any, regarding the short term remedies.	Human Resources	5/1/2005	9/1/2006	9/1/2006	100%
III.4.6 Solicit instructional staff volunteers to accept an alternate teaching schedule.	High School Principals	5/1/2005	9/1/2006	9/1/2006	100%
III.4.7 Proactively implement the short term remedies.	High School Principals	9/1/2005	9/1/2006	9/1/2006	100%

Action Plan III.5; Specific Result: Expand the Certified Nursing Assistant (CNA) Program to Indian Trail Academy by 2006-2007.

Administrator Responsible: Dick Aiello

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.5.1	Direct the administration and staff to discuss feasibility of expanding the CNA program to Indian Trail Academy.	School Board	1/1/2005	3/1/2005	3/1/2005	100%
III.5.2	Direct the administration to implement a marketing program to educate students, parents, and staff of the advantages of the CNA program at ITA and possible attendance either full time or part time at ITA.	School Board	1/1/2005	10/1/2005	10/1/2005	100%
III.5.3	Implement the CNA program at ITA in time for students to enroll for the 2006-2007 school year.	Dick Aiello / ITA Staff	1/1/2005	1/1/2006	1/1/2006	100%

Action Plan III.6; **Specific Result:** Promote enrollment in Indian Trail Academy and LakeView Technology Academy to achieve capacity by 2007-2008.

Administrator Responsible: Bill Hittman & Dick Aiello

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.6.1	Establish this result statement as both a Board of Education and Administration goal for 2005-2006 and 2006 and 2007.	Dick Aiello / Bill Hittman	9/1/2005	9/30/2005	9/30/2005	100%
III.6.2	Develop professional promotional videos for both ITA and LTA	Dick Aiello / Bill Hittman / Dan Tenuta	9/1/2005	11/1/2005	11/1/2005	100%
III.6.3	Schedule one hour presentations to all KUSD 8th graders in early November each year.	Dick Aiello / Bill Hittman / Dan Tenuta	9/1/2005	11/1/2005	11/1/2005	100%
III.6.4	Schedule presentations for private and home schooled students via an invitation and the internet either at their schools or at ITA and LTA.	Dick Aiello / Bill Hittman	9/1/2005	11/1/2005	11/1/2005	100%
III.6.5	Advertise continuous year around enrollment at both ITA and LTA.	Dick Aiello / Bill Hittman	9/1/2005	11/1/2005	11/1/2005	100%

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
III.6.6	Educate the middle and high school counselors as to the programs and advantages of enrollment in ITA or LTA.	Dick Aiello / Bill Hittman / Counselors	10/1/2005	12/1/2005	12/1/2005	100%
III.6.7	Promote both full and part time enrollment at ITA and LTA.	Dick Aiello / Bill Hittman / Counselors	10/1/2005	4/1/2006	4/1/2006	100%
III.6.8	Direct the coordination of scheduling certain courses at Bradford and Tremper to promote dual enrollment at ITA and LTA.	Dick Aiello / Bill Hittman / Counselors	2/1/2006	3/1/2006	3/1/2006	100%
III.6.9	Provide several open house opportunities to students and parents to visit ITA and LTA.	Dick Aiello / Bill Hittman / Counselors	1/1/2006	2/1/2006	2/1/2006	100%
III.6.10	Schedule a yearly visit of all 5th graders to a tour and explanation of ITA and LTA.	Dick Aiello / Bill Hittman / Counselors	3/1/2006	5/1/2006	5/1/2006	100%
III.6.11	Schedule visitations of all interested 8th and 9th graders to ITA and LTA in early December	Dick Aiello / Bill Hittman / Counselors	12/1/2005	1/31/2006	1/31/2006	100%
III.6.12	Direct that all middle schools and Bradford and Tremper high schools will have a ITA and LTA program presentation to all 8th and 9th graders by December each year.	Dick Aiello / Bill Hittman / Counselors	12/1/2005	12/31/2005	12/31/2005	100%
III.6.13	Schedule and widely advertise parent information sessions regarding ITA and LTA programs in November, December, and January at several locations throughout the district.	Dick Aiello / Bill Hittman / Counselors	10/1/2005	12/1/2005	12/1/2005	100%
III.6.14	Prepare, print, and widely distribute colorful brochures promoting ITA and LTA.	Dick Aiello / Bill Hittman / Counselors	12/1/2005	12/31/2005	12/31/2005	100%
III.6.15	Direct a district promotional mailing to all public, private, and home schooled students promoting attendance at ITA and LTA.	Dick Aiello / Bill Hittman / Counselors	12/1/2005	1/31/2006	1/31/2006	100%

Action Plan III.7; **Specific Result:** Consider renting space at Gateway Technical College.

Administrator Responsible: Scott Pierce & Steve Plank

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.7.1	Direct the administration to meet with the Bradford administration to determine what courses they would like held at the main campus of GTC.	School Board / Superintendent	3/1/2005	3/1/2005	3/1/2005	100%
III.7.2	Direct the administration to meet with Gateway Technical College administration to determine availability of facilities needed, cost of leasing, and length of commitment.	Superintendent	9/1/2005	2/1/2006	2/1/2006	100%
III.7.3	Meet with GTC main campus staff to establish operational procedures.	Steve Plank	9/1/2005	2/1/2006	2/1/2006	100%
III.7.4	Meet with the counselors of Bradford and educate them as to the availability and advantages of attending classes at GTC.	Steve Plank	2/1/2006	2/1/2006	2/1/2006	100%
III.7.5	Meet with the students and seek volunteers to attend classes at GTC.	Steve Plank	1/1/2006	2/1/2006	2/1/2006	100%
III.7.6	Meet with KEA to work out contractual issues, if any.	Steve Plank / Human Resources	1/1/2006	2/1/2006	2/1/2006	100%
III.7.7	Enter into a contractual agreement with GTC based on cost of leasing and number of students enrolled.	Steve Plank / Facilities / Superintendent	2/1/2006	2/1/2006	2/1/2006	100%
Status/Comment: This item was replaced by temporary classroom development at Bradford and was closed out on 2/1/06.						

Action Plan III.8; **Specific Result:** Establish a virtual e-High School for KUSD.

Administrator Responsible: Bill Hittman

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
III.8.1	Appoint an Implementation Team to meet with the Program Leader of the Appleton Area School District e-High School to become educated as to the procedures and steps in implementing an effective e-High School.	Bill Hittman / Tim Miller / Chad Niemuth	9/1/2005	12/31/2005	12/31/2005	100%
III.8.2	Investigate entering into a consultant contract with e-High School Program Leader of the Appleton Area School District.	Bill Hittman / Tim Miller	9/1/2005	5/1/2006	5/1/2006	100%
III.8.3	Prepare and implement a series of information sessions throughout the District educating staff, students, parents, and greater community as to the benefits of an e-High School.	Committee	9/1/2005	1/31/2006	1/31/2006	100%
III.8.4	Apply for competitive discretionary planning grants via the Wisconsin Department of Public Instruction.	Bill Hittman / Tim Miller	12/1/2005	12/31/2006	12/31/2006	100%
III.8.5	Determine the level of coordination necessary with the Appleton Area School District.	Committee	9/1/2005	5/1/2006	5/1/2006	100%
III.8.6	Develop the KUSD e-High School program operating procedures, scope, sequence, policies, curriculum procurement, staffing, leadership, advisory committee, budget, location, and relationships.	Committee	11/1/2006	12/31/2006	12/31/2006	100%
III.8.7	Have legal council review relevant documents.	KUSD	11/1/2006	12/31/2006	12/31/2006	100%
III.8.8	Work with the KEA to remedy any contract issues, if any.	Superintendent / School Board	11/1/2006	12/31/2006	12/31/2006	100%
III.8.9	Prepare and implement a series of information sessions throughout the District to educate the students, families, staff, and greater community as to the operation and details of the proposed KUSD e-High School.	Committee	11/1/2006	12/31/2006	12/31/2006	100%

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
III.8.10	Market the e-High School throughout the District.	KUSD	11/1/2006	12/31/2006	12/31/2006	100%
III.8.11	Open the e-High School.	KUSD	11/1/2006	12/31/2006	12/31/2006	100%

Action Plan III.9; **Specific Result:** Investigate the feasibility of rescheduling all high schools on the same block schedule format by 2006-2007.

Administrator Responsible: High School Principals

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
III.9.1	Appoint an investigation team to determine which block schedule format is most effective for the KUSD high schools.	High School Principals	9/1/2005	12/1/2005	12/1/2005	100%
III.9.2	Conduct a cost analysis to determine the cost of implementing the most effective block schedule for KUSD high schools.	High School Principals	9/1/2005	7/1/2006	7/1/2006	100%
III.9.3	Implement the same or nearly same block schedule with all KUSD high schools by 2006-2007.	KUSD	9/1/2005	7/1/2006	7/1/2006	100%
Status/Comment:		NOTE: An evaluation was completed and a report was presented to the School Board this summer recommending that no changes be made because to return to a traditional schedule wa cost prohibitive.				

Action Plan III.10; **Specific Result:** Install doors and walls at ITA.

Administrator Responsible:

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
III.10.1	Administration will meet with ITA administration and staff to determine how programming and capacity can be enhanced by the addition of doors and walls which could increase capacity by 600 students.				0%
III.10.2	Do an architectural study/cost analysis of installing doors and walls at ITA.				0%
III.10.3	Implement all or part of the architectural study.				0%
III.10.4	Implement new programming at ITA based on additional space.				0%

Action Plan III.11; Specific Result: Construct additions to Indian Trail making it a comprehensive neighborhood high school with academies to accommodate 2000 students by 2011/2012.

Administrator Responsible:

Action Steps	Assigned To	Dates			Percent Complete
		Start	Due	Complete	
III.11.1	Office of Educational Accountability	10/1/2006	12/1/2006	12/1/2006	100%
III.11.2					0%
III.11.3					0%

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.11.4	Establish a boundary committee representing all the stakeholders for the eventual redistricting of the entire School District to alleviate overcrowding at Bradford and Tremper.	L				0%
III.11.5	Conduct information sessions regarding the redistricting of the neighborhood comprehensive high schools.	L				0%
III.11.6	Redistrict the comprehensive high schools.	L				0%
III.11.7	Open the new Indian Trail comprehensive high school no later than the 2011-2012 school year.	L				0%

Action Plan III.12; Specific Result: Investigate establishing another alternative high school similar to Reuther to accommodate 400 students by 2007/2008.

Administrator Responsible:

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.12.1	Appoint an investigation team to determine feasibility of establishing another alternative high school.					0%
III.12.2	Meet with Bradford and Tremper administrators to determine the number of potential students who meet Bridges or similar criteria.					0%
III.12.3	Meet with Reuther administrators/staff to determine programs for the new alternative high school.					0%

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.12.4	Review current District facilities and long term leasable properties to determine the most appropriate location for the new alternative high school.					0%
III.12.5	Establish a name for the new alternative high school.					0%
III.12.6	Implement a sufficient referendum to remodel a KUSD facility or enter into an extended lease with possible renovation and continuous operation expenses.					0%
III.12.7	Provide a series of information sessions for students, families, staff, and greater community as to the programming of the new alternative high school and advantages.					0%
III.12.8	Appoint an administrator to the new alternative high school.					0%
III.12.9	Register students in the new alternative high school.					0%
III.12.10	Appoint staff to the new alternative high school.					0%
III.12.11	Provide a week long professional development program for the staff of the new alternative high school.					0%
III.12.12	Open the new alternative high school.					0%

Action Plan III.13; **Specific Result:** Gain broad public support for the overall plan to address overcrowding by 2005-2006 and thereafter.

Administrator Responsible: Scott Pierce

Action Steps	Assigned To	Dates			Percent Complete	
		Start	Due	Complete		
III.13.1	Communicate a unified message from the entire School Board.	School Board / Superintendent	1/1/2005	11/1/2005	11/1/2005	100%
Status/Comment: Dates are based on 2005 referendum, these tasks are applicable for future referendum as well.						
III.13.2	Form a building naming committee prior to the referendum.	KUSD	1/1/2005	6/1/2005	6/1/2005	100%
III.13.3	Develop and widely distribute easy to read information sheets in multiple languages.	KUSD	1/1/2005	11/1/2005	11/1/2005	100%
III.13.4	Form a core referendum campaign finance committee made up of School Board members and supportive community members and register as a campaign finance committee as per Wisconsin Statute 11.23.	School Board / Community	3/1/2005	11/1/2005	11/1/2005	100%
III.13.5	Form a speakers bureau to speak as advocates for the referendum.		3/1/2005	11/1/2005	11/1/2005	100%
III.13.6	Utilize those most affected to help educate the greater public.	KUSD /	3/1/2005	11/1/2005	11/1/2005	100%
III.13.7	Commit the instructional staff and administrative staff to concentrating on teaching and learning and not being involved in the referendum during school hours.	KUSD	3/1/2005	11/1/2005	11/1/2005	100%
III.13.8	Explore "wraparound" financing or other ways to mitigate the tax burden for the construction of new facilities.	KUSD	1/1/2005	3/1/2005	3/1/2005	100%

Action Plan III.14; Specific Result: Investigate the expansion of night school options in order to relieve overcrowding.

Administrator Responsible:

Action Steps		Assigned To	Dates			Percent Complete
			Start	Due	Complete	
III.14.1	Need to develop action steps.					0%