



A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mr. Flood was called to order at 5:04 P.M. with the following Committee members present: Mrs. Taube, Mrs. Coleman, Mrs. Daghfal, Mrs. Santoro, and Mr. Flood. Dr. Hancock was also present. Mrs. Anderson and Ms. Galli were excused. Mrs. Reed and Mr. Simpkins were absent.

### **Approval of Minutes – April 9, 2013 Meeting**

Mrs. Taube indicated that Mrs. Anderson's attendance should have been noted as excused as opposed to absent and that KETC should be changed to KTEC in the second line under the KTEC Charter Contract section.

Mrs. Coleman moved to approve the minutes as amended to include the changes mentioned by Mrs. Taube. Ms. Santoro seconded the motion. Unanimously approved.

### **Information Items**

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, introduced Dr. Randal Clegg, Lead Auditor from Phi Delta Kappa International Curriculum Management Audit Center, and informed the Committee of Dr. Clegg's professional background. Dr. Clegg gave a PowerPoint presentation on the Curriculum Management Audit which addressed the audit history and background, the audit lens and conceptual model, the audit team, and the audit standards. He explained that the curriculum audit is an independent, highly structured, intense examination of the design and delivery of a school systems curriculum along with the examination of the content and cost parameters in which the school system must function. The purpose of the audit is to provide an objective look at how well a school system is delivering teaching and learning, to identify where the system is in its quest for quality, and what it has to do to improve. The audit is performed by trained auditors and findings will be reported along with proposed recommendations. The audit looks for 1) the control of resources, programs and personnel; 2) the establishment of clear and valid objectives for students; 3) internal consistency and rational equity in program development and implementation; 4) the use of the results from district-designed or adopted assessments to adjust, improve, or terminate ineffective practices of programs; and 5) improved productivity. The school system is audited against its own goals and objectives, not against other school systems, as it is a separate legal and unique operational entity. The data sources used to conduct the audit were various documents (policies, plans, curriculum guides, lineage documents, assessment reports, facilities reports, organizational performance, etc.), interviews (board members, administrators, teachers, staff, parents, and patrons), and school site visits. The audit standards used were control, direction, connectivity and equity, feedback, and productivity. Dr. Clegg indicated that he anticipated that the audit findings and recommendations would be complete in approximately 90 days.

Ms. Karen Davis, Assistant Superintendent of Elementary School Leadership; Mrs. Nola Starling-Ratliff, Principal of Roosevelt Elementary School; and Diane Wood, Teacher at Roosevelt Elementary School; presented the Roosevelt Elementary International Baccalaureate Program as

contained in the agenda. They explained that the International Baccalaureate curriculum complements the Common Core Standards and is supported by current curricular materials such as Everyday Math and Foss Science. The curriculum emphasizes collaboration, critical thinking problem-solving and other 21<sup>st</sup> Century Skills, all of which are crucial components of the school already. To prepare for the program, staff members have participated in in-services, teachers have visited nearby IB schools, teachers have received PYP Level I training, the principal has received PYP administrative training, and a staff vote was taken with results showing 80% were in favor of implementation of the program. An informational meeting for parents was held prior to spring break to update families and a group of interested parents met a team of teachers from Jefferson Lighthouse Elementary School and took a tour of that IB school. If accepted, funding for the Roosevelt IB Program would be covered through Title I funding. Notification regarding acceptance is not expected until mid-summer.

Ms. Davis, Mrs. Heather Connolly, Principal at Frank Elementary School; and Mrs. Yolanda Jackson-Lewis, Principal at Wilson Elementary School, presented the Extended School Year Update as contained in the agenda. They indicated that although growth is happening, achievement is not yet at the level expected but noted that implementation of Expeditionary Learning practices, with a strong emphasis on Common Core Standards, is designed to increase student engagement and achievement over time and it can take up to five years to reach desired achievement goals.

Ms. Davis distributed and presented an updated Evans-Newton, Inc. (ENI) Building Highly Functioning Professional Learning Communities report. She indicated that ENI was contracted to provide professional development to 20 elementary school principals and instructional coaches relating to the development and support of teacher collaboration teams structured as Professional Learning Communities (PLC's). Training was provided in seven group training sessions of one-half day, followed by seven one-half day practicum sessions per school between September, 2012 and February, 2013. These trainings enabled the principals and instructional coaches to increase their skills to facilitate and support highly effective PLC's. The intention is that the coaching will be self-sustaining.

Dr. Savaglio-Jarvis presented the Middle School Honors Report and indicated that per the request at the March 12, 2013 standing committee meeting, a meeting was held which included the Assistant Superintendent of Secondary School Leadership, members of the Teaching and Learning department, and all middle school principals to revisit the possibility of tighter clusters and to consider offering more advanced level of math and English to ensure that students are accelerated and challenged. She presented the outcomes of that meeting as contained in the agenda. Ms. Sue Mirsky, Coordinator of Literacy, distributed and presented a hand-out entitled "Addressing the Needs of All Students in an ELA Classroom" which illustrated three different samples of heterogeneous groupings within classrooms. Mr. David Tuttle, Coordinator of Talent Development, presented the information contained in Appendix A, B, C, and D as contained in the agenda.

Views and comments were made by the public.

Mrs. Coleman moved that the Elementary Standards-Based Grading Community Presentation be deferred until the next standing committee meeting. Mrs. Santoro seconded the motion. Unanimously approved.

## **Future Agenda Items**

The Elementary Standards-Based Grading Community Presentation will be presented at the June meeting as moved above.

Mrs. Taube requested a World Language Update. Dr. Savaglio-Jarvis indicated that she would be presenting that report in June.

Dr. Savaglio-Jarvis indicated that she would also be presenting a Head Start Update in June and in July would be presenting a K-8 Attendance/Tuancy Report along with a Professional Development Report.

Meeting adjourned at 7:04 P.M.

Stacy Schroeder Busby  
School Board Secretary



A joint meeting of the Kenosha Unified Personnel/Policy and Curriculum/Program Committee chaired by Mr. Bryan was called to order at 7:08 P.M. with the following Committee members present: Mr. Flood, Mrs. Taube, Mrs. Coleman, Mrs. Santoro, Mrs. Snyder, Mr. Jacobs, Mr. Retzlaff, Mrs. Hamilton, Mr. Wamboldt, and Mr. Bryan. Dr. Hancock was also present. Mrs. Anderson, Mrs. Daghfal, and Ms. Galli were excused. Mrs. Reed, Mr. Simpkins, Mrs. Morrison, and Ms. Morgan were absent.

### **Policy/Rule 6633 – Student Technology Acceptable Use**

Mr. Kristopher Keckler, Executive Director of Information & Accountability, presented Policy/Rule 6633 – Student Technology Acceptable Use as contained in the agenda. He indicated that the current policy only references student use of district owned technology and with the increase of student owned devices, the policy was being updated to reflect that scenario. Furthermore, the policy was revised to include expectations related to student privacy and online protection which align with the Protecting Children in the 21<sup>st</sup> Century Act. Mr. Keckler noted that this policy will be a mandatory item within the annual online student re-enrollment procedures and also distributed electronically to each student at the start of each school year.

Mrs. Taube suggested that Administration simplify the wording of the first bolded sentence in the policy to make it easier to read and understand.

Mr. Wamboldt suggested that Administration add a “catch all” phase at the end of the second bullet of the rule. He gave the suggestion of “or be disorderly in nature, or cause another to be disturbed or distracted” as an example of a “catch all” phrase.

Mrs. Coleman moved that Administration incorporate the suggested revisions discussed (simplifying the wording of the first bolded sentence in the policy and adding a “catch all” phrase to the end of the second bullet) and then forward revised Policy/Rule 6633 – Student Technology Acceptable Use to the Board of Education for approval as a first and second reading at the May 21, 2013, and June 25, 2013, regular school board meetings. Mr. Flood seconded the motion. Unanimously approved

Meeting adjourned at 7:35 P.M.

Stacy Schroeder Busby  
School Board Secretary



A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Mr. Bryan was called to order at 7:37 P.M. with the following Committee members present: Mr. Flood, Mrs. Snyder, Mr. Jacobs, Mr. Retzlaff, Mrs. Hamilton, Mr. Wamboldt, and Mr. Bryan. Dr. Hancock was also present. Mrs. Morrison and Ms. Morgan were absent.

### **Approval of Minutes – March 12, 2013**

Mrs. Hamilton noted that Mrs. Coleman had previously requested a Student Achievement Gap Update but it was not in the minutes or on the agenda for this meeting. Dr. Hancock indicated that the request had been noted but would not be presented to the Committee until July or August.

Mrs. Snyder moved to approve the minutes as contained in the agenda. Mr. Jacobs seconded the motion. Unanimously approved.

### **Policy/Rule 1220 – Cable Television**

Mrs. Tanya Ruder, Executive Director of Community Partnerships & Media Relations, presented Policy/Rule 1220 – Cable Television and indicated that the policy was being updated to reflect the current personnel assigned to the operating and programming of the District's cable channel and to also add a cross reference to Policy 1213 – Web Publication.

Mrs. Snyder moved to forward the revisions to Policy/Rule 1220 – Cable Television to the School Board for a first reading on May 21, 2013, and a second reading on June 25, 2013. Mr. Flood seconded the motion. Unanimously approved.

### **Policy/Rule 1212 – Non-English Language Version Printed Materials**

Mrs. Ruder presented Policy/Rule 1212 - Non-English Language Version Printed Materials and indicated that the policy was being updated to align with current practice which ensures that translation of documents is provided when such documents require parent/guardian signature related to the health, welfare, and safety of students. She also noted that Rule 1212 was being eliminated as it is no longer relevant.

Mrs. Snyder moved to forward the revisions to Policy/Rule 1212 – Non-English Language Version Printed Materials to the School Board for a first reading on May 21, 2013, and a second reading on June 25, 2013. Mr. Wamboldt seconded the motion. Unanimously approved.

### **Policy/Rule 1520 – Notifications of Material and Literature to Students**

Mrs. Ruder presented Policy/Rule 1520 – Notifications of Material and Literature to Students and indicated that the policy was being updated to include Kenosha Unified Community Partners as

an organization which educationally benefits students and to reduce the length of the disclaimer due to space limitations on fliers.

Mr. Jacobs moved to forward the revisions to Policy/Rule 1520 – Notifications of Material and Literature to Students to the School Board for a first reading on May 21, 2013, and a second reading on June 25, 2013. Mr. Retzlaff seconded the motion. Unanimously approved.

### **Information Items**

There were no questions or comments on the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations.

### **Future Agenda Items**

A Student Achievement Gap Update will be presented to the Committee in July or August as noted above.

Meeting adjourned at 7:44 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**PLANNING/FACILITIES/EQUIPMENT MEETING**  
Educational Support Center – Room 110  
May 14, 2013  
**MINUTES**

A meeting of the Kenosha Unified Planning/Facilities/Equipment Committee chaired by Mr. Nuzzo was called to order at 7:47 P.M. with the following Committee members present: Mrs. Coleman, Mrs. Snyder, Ms. Dahl, and Mr. Nuzzo. Dr. Hancock was also present. Mrs. Bothe was excused. Mr. Valeri and Ms. Iqbal were absent.

**Approval of Minutes – April 9, 2013**

Mr. Nuzzo announced that the minutes would be put on next month's agenda for approval as there was not a quorum present.

**Information Items**

Mr. Patrick Finnemore, Director of Facilities, presented the Utility Budget & Energy Savings Program Update as contained in the agenda. He indicated that the overall utility budget spent this year thus far is 66% compared to 68% last year at this time. He noted the increase at the Recreation Center was justified due to the increase in activities at that site, that he will be working with KTEC to try to reduce their usage as he feels there is room for improvement, and that the increase of gas usage at Jeffrey is being looked into.

Mr. Finnemore presented the Elementary Utilization Report as contained in the agenda. He indicated that in the past the report was prepared to help guide the District in addressing enrollment growth and determining locations for special programs as well as describing any related physical modifications to the schools. The report was discontinued in 2006 due to the construction of several new schools or additions as well as the passage of the referenda. Due to the closing of McKinley Middle School and to support future space related planning, Administration felt it was appropriate to perform the study once again. Mr. Finnemore indicated that it is the intent to update this report again next year and that a utilization report on secondary schools will be presented in the next few months.

**Future Agenda Items**

Mr. Finnemore indicated that he would be presenting the Three-Year Capital Plan and the KTEC Lease Extension next month.

Meeting adjourned at 7:54 P.M.

Stacy Schroeder Busby  
School Board Secretary