

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD SEPTEMBER 22, 2015

A regular meeting of the Kenosha Unified School Board was held on Tuesday, September 22, 2015, at 7:00 P.M. in the Board Room of the Educational Support Center. Mrs. Coleman, President, presided.

The meeting was called to order at 7:01 P.M. with the following Board members present: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present.

Mrs. Coleman, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District. 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.

Mrs. Tanya Ruder, Executive Director of Community Partnerships and Media Relations, presented the State of Education Address – Tremper High School Wind Ensemble Awards and the Summer Art Show Collection Awards.

There were no Administrative or Supervisory appointments.

Mr. Wade introduced the Student Ambassador, Max Bado from LakeView Technology Academy, and he made his comments.

Mr. Flood gave the Legislative Report.

There were views or comments by the public.

Board members made their responses/comments.

Mrs. Coleman made Board President remarks.

Dr. Savaglio-Jarvis gave the Superintendent's Report.

The Board considered the following Consent-Approve items:

Consent-Approve item XI-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations.

Consent-Approve item XI-B – Minutes of the 8/25/15 Special Meeting and Executive Session, the 8/25/15 Regular Meeting, 9/14/15 (2) Special Meetings, and 9/14/15 Annual Meeting of Electors.

Consent-Approve item XI-C – Summary of Receipts, Wire Transfers, and Check Registers submitted by Mrs. Lisa Salo, Accounting Manager; Mr. Tarik Hamdan, Chief Financial Officer; and Dr. Sue Savaglio-Jarvis, excerpts follow:

“It is recommended that the August 2015 cash receipt deposits totaling \$342,537.37, and cash receipt wire transfers-in totaling \$22,672,744.51, be approved.

Check numbers 526114 through 526932 totaling \$9,146,880.54, and general operating wire transfers-out totaling \$419,869.46, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the August 2015 net payroll and benefit EFT batches totaling \$8,386,642.85, and net payroll check batches totaling \$5,406.08, be approved.”

Consent-Approve item XI-D – Policy 1520 – Notification of Materials and Literature to Students submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 1520 was developed to give the superintendent or his/her designee guidance in approving materials that are distributed to students by schools and outside organizations. Due to the lack of clarity in the policy as it currently stands, materials that do not meet the current board policy have been sent home with students.

In an effort to prevent this from happening in the future, the policy has been edited to provide a more definitive guideline of what may and may not be sent home with students of Kenosha Unified. In addition, the language has been simplified for outside organizations seeking to distribute materials to students.

At its August 11, 2015, meeting, the Personnel/Policy Committee voted to forward revised Policy and Rule 1520 to the school board for consideration. The School Board approved revised Policy and Rule 1520 as a first reading on August 25, 2015. Administration recommends that the school board approve revised Policy and Rule 1520 – Notification of Materials and Literature to Students as a second reading on September 22, 2015.”

Consent-Approve item XI-E – Policy and Rule 3643 – Emergency School Closing (Inclement Weather) submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 3643 was developed to give the superintendent or his/her designee guidance when determining whether or not to close schools. The rule outlines the operations of the district if and when school is closed due to inclement weather. The rule is also used to create an annual flier that is shared out with parents/guardians in the fall to remind them of how the decision to close is made and where they can learn of this decision.

The policy has been reviewed and updated to reflect current staff requirements regarding who reports to work, as well as what items are taken into consideration when deciding to close due to inclement weather. In addition, the notification time was

changed to 5:30 a.m. in an effort to better meet parental needs when scheduling childcare, etc. when the district closes.

There was not a quorum present at the August 11, 2015, Personnel/Policy committee meeting. The School Board approved revised Policy and Rule 3643 as a first reading on August 25, 2015. Administration recommends that the school board approve revised Policy and Rule 3643 – Emergency School Closing (Inclement Weather) as a second reading on September 22, 2015.”

Consent-Approve item XI-F – Policy 5471 – Corporal Punishment/Use of Physical Force and Resolution for Off-Duty Enforcement Officers Who Serve as Security Officers in Schools submitted by Ms. Susan Valeri, Director of Special Education and Student Support, and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 5471 was last updated in 2007. Since the revision of this policy in 2007, the State of Wisconsin created Statute §118.305, Seclusion and Restraint law, for all school districts to follow. This law generally provides that students, both special education and regular education, may only be secluded or restrained in very specific and limited circumstances and only when specific procedures and cautionary measures are taken.

The resolution was created to clarify the use of off-duty police officers within our schools. Statute §118.305(1)(c)(2) states, “Any law enforcement officer who has been authorized or designated to perform the duties under §118.125(1)(bL)1. or 2. is not a covered individual under this law and is not prohibited from restraining students.”

The duties specified in §118.125(1)(bL) are:

1. Enforce any law or ordinance, or refer to the appropriate authorities a matter for enforcement of any law or ordinance, against any person other than the school district.
2. Maintain the physical security and safety of a public school.

These two statutes, properly read in conjunction, provide that the restrictions on restraining students do not apply to a law enforcement officer who is authorized or designated by a governing body. This exempts authorized law enforcement officers from the seclusion and restraint law, including the absolute prohibition on mechanical restraints such as handcuffs.

There was not a quorum present at the August 11, 2015, Personnel/Policy committee meeting. The School Board approved revised Policy 5471 as a first reading on August 25, 2015. Administration recommends that the school board approve revision of Policy 5471 as a second reading at the September 22, 2015, regular school board meeting.”

Consent-Approve item XI-G – Policy 4370 – Professional Development Opportunities submitted by Ms. Jennifer Navarro, Coordinator of Organizational Training

and Development; Mrs. Julie Housaman, Assistant Superintendent of Teaching and Learning; and Dr. Savaglio-Jarvis, excerpts follow:

“The September 2013 Curriculum Audit conducted by Phi Delta Kappa International states that “There is no clear expectation within board policies that requires a comprehensive, coordinated professional plan (page 334).” In response to this finding, the Professional Learning Steering Committee revised Policy 4370, which was last updated September 24, 2002. This policy is 13 years old.

The Professional Learning Steering Committee revised policy 4370 (Appendix A) to reflect these recommendations as well as current best practices from the field of professional learning. These revisions will provide guidance in the development of a professional learning plan. The table on pages 2 through 6 shows the correlations between the November 2013 Kenosha Unified School District Curriculum Audit and Learning Forward’s Learning System components. Learning Forward is a professional learning association devoted exclusively to educators and administrators who work in educator professional development. This organization focuses on planning, implementing, and measuring high quality professional learning so that individuals, schools, and the district can demonstrate improved academic achievement for all students.

In the process of revising the policy, the Professional Learning Steering Committee suggested that the name of the policy be revised to Professional Learning from Professional Development Opportunities. Current research states that professional development denotes something that is done to staff with little say in the process along with the understanding that once the professional development has been completed that the task has been accomplished. In-stead, the committee would like Kenosha Unified to maintain a positive mindset about professional learning in which staff members engage in authentic valuable learning experiences that promote active engagement, teacher voice, collaboration, inquiry, and reflection. Professional learning promotes ongoing learning in which staff engages in an ongoing cycle of improvement.

At its August 11, 2015, meeting, the Joint Personnel/Policy and Curriculum/Program Committee voted to forward revised Policy 4370 to the School Board for consideration. The School Board approved revised Policy 4370 as a first reading on August 25, 2015. Administration recommends that the School Board approve revised Policy 4370—Professional Learning as a second reading at the September 22, 2015, regular Board meeting.”

Mr. Kunich moved to approve the Consent Agenda as contained in the agenda. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Sue Savaglio-Jarvis introduced Policy and Rule 4332 – Criminal Background Checks submitted by Mrs. Annie Petering, Chief Human Resources Officer, and Dr. Savaglio-Jarvis, excerpts follow:

“Currently, the Criminal Background Check, Policy and Rule 4332, does not reference doing background checks for chaperones. Although the current language

states, "This includes, but is not limited to, volunteers, tutors, mentors and independent contractors", it would be best to add "chaperones" to the explicitly listed individuals who are subject to criminal background checks. This addition would align with the proposed new Board Policy and Rule 4333 Chaperone Requirements and Expectations (see attached Criminal Background Check Policy 4332).

At its September 8, 2015, meeting, the Personnel/Policy Committee voted to forward revisions to Policy and Rule 4332 to the school board for consideration. Administration recommends that the school board approve proposed revisions to Policy and Rule 4332 – Criminal Background Checks as a first reading at the September 22, 2015, regular meeting. It will be presented at the October 28, 2015, regular meeting for a second reading."

Ms. Stevens moved to approve the proposed revisions to Policy and Rule 4332 – Criminal Background Checks as a first reading. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Sue Savaglio-Jarvis introduced Policy and Rule 6440 – Course Options Enrollment submitted by Ms. Marsha Nelson, Career and Technical Education Coordinator; Mrs. Housaman; Dr. Bethany Ormseth, Assistant Superintendent of Secondary Schools; Mr. Kristopher Keckler, Executive Director of Information & Accountability; and Dr. Savaglio-Jarvis, excerpts follow:

"Policy and Rule 6440 – Course Options Enrollment, was recently approved as a new KUSD policy in July. The Wisconsin 2015-17 State Budget Bill, Act 55, made changes to the Course Options statute (s. 118.52 WIS. Stats.). These changes took effect upon passage of the bill and are in effect for the 2015-16 school year. The new changes do not alter the current practice of enrollment options for students. However, the updated rules relate to the ability for postsecondary institutions to charge additional tuition and fees to students and parents. The original Course Options process called for students and parents to incur zero costs associated with participation, while the resident school district and the Institute of Higher Education (IHE) negotiated a DPI approved amount per enrollment. With these changes, the student and parent would still have zero costs if the student only obtains high school credit for the Course Options enrollment. However, if the student would earn college/postsecondary credit for successful completion, then the IHE may charge the pupil, or the parent or guardian of a minor pupil, additional tuition and fees. These fees would be in addition to any amount paid by the school district to the IHE.

The current Course Options enrollment timeline requires that students submit enrollment requests at least six weeks prior to the start of the course. KUSD currently has approved Course Options enrollments for the upcoming fall term, and will work to communicate these new changes to these families so they may understand the current developments. The minor revision to the policy will help KUSD students and parents improve their understanding of this program and its potential costs.

On September 8, 2015, the Personnel/Policy Committee approved to forward the proposed revisions to Policy and Rule 6440 Course Options Enrollment to the Board of

Education for approval as a first reading at the September 22, 2015, regular school board meeting. Administration recommends that the School Board approve as a first reading the revised Policy and Rule Course Options Enrollment, and move to a second reading at the October 27, 2015, regular school board meeting.”

Mr. Keckler was present and answered questions from Board members.

Ms. Stevens moved to approve revised Policy and Rule 6440 – Course Options Enrollment as a first reading. Mr. Kunich seconded the motion. Motion carried. Mr. Flood abstaining.

Mrs. Coleman presented Policy and Rule 8850 – School Board Committees submitted by herself, excerpts follow:

“On February 24, 2015, the Board updated and adopted the 8000 policy series. Since then the Board has experienced an issue with maintaining meeting quorums and has decided to again review policy and rule 8850 in an effort to remedy the issue. Currently, the policy is being updated to reflect current practice to assist with ensuring quorum requirements can be met. Updates to the rule portion include grammatical updates and changes to provide clarity and accountability in line with current practice. Feedback on the rule was provided by the District’s leadership council.

The revised policy was presented and approved as a first reading at the August 25, 2015 School Board meeting. At that meeting, the following changes were discussed and have since been incorporated into the revised policy as noted in red:

- the removal of the wording “with the approval of the board president” at the end of the paragraph 2 of the policy.
- The change of the word “review” to “review and make recommendations on” throughout all of the committee duty descriptions in portion C of the rule. After reviewing the wording, the change to “review and make recommendations on” was made in all instances with the exception of the fifth bullet under the Audit, Budget, Finance Committee, the first and second bullet under the Curriculum, Program, Committee, the second and third bullets under the Planning, Facilities, Equipment Committee, and the first and seconded bullets under the Policy Committee.
- keep the word “All” in bullet 5 of the Personnel and Policy committee.
- it was requested that Administration provide more information and/or a rationale for the removal of the third bullet under the Planning, Facilities and Equipment committee duties which original read “Assist in establish of building standards for each type of educational facility.” After talking with Administration, it is recommended that the wording be changed to “Review building standards for each type of educational facility.”
- whether or not the Personnel and Policy committee should be changed to just the Policy committee and whether or not bullet three under the Personnel and Policy committee should include the review of job descriptions and hiring information.

Per the district's attorney, personnel issues are not appropriate duties for a subcommittee as they are responsibilities of the Administration. The reason the Administration is tasked with these duties is because they are legally entitled to the information necessary to carry out personnel actions. Allowing committee members such access could expose the District to legal liability. Therefore, it is still being recommended that the committee be revised to be the Policy committee and that the third bullet under that committee be removed.

At the September 2, 2015 standing committee member orientation, Rule 8850 as approved at the August 25, 2015 Board meeting, was shared with the individuals present. The following input and/or recommendations were noted:

- There were concerns expressed in regards to the first and fifth bullets under the Curriculum/Program committee in regards to the committee having the task of reviewing teaching materials and/or book selections. In an effort to try to ease concerns, it is proposed that the first and fifth bullets be combined to read as follows: "Review matters related to existing or new curriculum and programs which may include teaching materials, book selections, etc."

On September 8, 2015, Rule 8850 was sent to all standing committee members for review and feedback. The following input and/or recommendations were made:

- Two standing committee members indicated that they felt the "b" in "board" should be capitalized. It is being recommended that the following words remain capitalized: Board, District, Administration, President, Chair, and Superintendent.

After one last look at the policy and rule by Administration and the Board President, the following changes were also made:

- In the first sentence of the second paragraph of the policy, it is being recommended that the words "Personnel and" be removed for consistency purposes.

- In the fifth bullet under the Audit/Budget/Finance committee, it is being recommended that "including the AASA audit" be removed as this audit is no longer utilized by the District.

- In the sixth bullet under the Curriculum/Program committee, it is being recommended that the word "all" remain.

- In the fifth bullet under the Planning/Facilities/Equipment committee, minor word changes are being recommended for easier reading.

- In the fifth bullet under the Policy committee, it is being recommended that the word "may" be changed to "should" to strengthen the statement.

It is the Board President's recommendation that the School Board approve revised Policy and Rule 8850 – School Board Committees as contained in the agenda as a second reading at the September 22, 2015, regular school board meeting."

Mrs. Snyder moved to approve revised Policy and Rule 8850 – School Board Committees as contained in the agenda as a second reading. Mr. Wade seconded the motion.

Discussion followed.

Mr. Flood moved to amend the motion to keep the "Personnel and" in the Personnel and Policy Committee title and add a bullet under the Personnel and Policy Committee duties which would read "Review and make recommendations on the employee handbook." Motion failed due to lack of a second.

Mr. Kunich offered a friendly amendment to Mrs. Snyder's original motion to keep "Personnel and" in the Personnel and Policy Committee title and to keep a bullet under the Personnel and Policy Committee duties which would read "Review personnel transactions." Mrs. Snyder and Mr. Wade accepted the friendly amendment to the motion.

Mr. Flood moved to amend the motion to keep "Review all personnel transactions and job descriptions" under the Personnel and Policy Committee duties. Motion failed due to lack of a second.

A vote was taken on the Mrs. Snyder's motion to approve revised Policy and Rule 8850 – School Board Committees with the inclusion of "Personnel and" in the name of the Personnel and Policy Committee title and a bullet which would read "Review personnel transactions." Motion carried. Mr. Flood dissenting.

Ms. Stevens presented School Board Resolution 318 – National Bullying Prevention Month 2015, which read as follows:

"WHEREAS, bullying is unwanted physical, verbal, written, indirect and electronic behaviors that involve an observed or perceived power imbalance and may be repeated multiple times or is highly likely to be repeated; and

WHEREAS, bullying occurs in neighborhoods, playgrounds, schools and through technology, such as the internet and cell phones; and

WHEREAS, children who witness bullying often feel less secure, more fearful and intimidated; and

WHEREAS, families, schools, youth organizations, colleges, workplaces, places of worship and other groups are responsible for empowering and protecting their members and for promoting cultures of caring, respect and safety for everyone; and

WHEREAS, it is time to Stand Up Kenosha.

NOW, THEREFORE, be it resolved that Kenosha Unified School District does hereby proclaim October as the annual observance of National Bullying Prevention Month as a symbol of our commitment to the year-round struggle against bullying.

BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education.”

Mr. Bado noted the misspelling of “commitement” in the sixth paragraph.

Mr. Flood moved to approve School Board Resolution 318 – National Bullying Prevention Month 2015 with the correction of the spelling to “commitment” in the sixth paragraph. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented School Board Resolution 319 – Wisconsin School Board Appreciation Week, which read as follows:

“WHEREAS, an excellent public education system is vital to the quality of life of our community and to the economic development of our state; and

WHEREAS, the members of the Kenosha Unified School District Board of Education are dedicated to children, learning and community, and devote many hours of service to public education as they continually strive for improvement, excellence and progress in education; and

WHEREAS, the district appreciates the vital role played by the local school board, which establishes policies to ensure an efficient, effective school system; and

WHEREAS, school board members are charged with representing our local education interests to state and federal government and ensuring compliance with state and federal law; and

WHEREAS, school board members selflessly devote their knowledge, time and talents as advocates for our school children and community’s future.

NOW, THEREFORE, be it resolved that Kenosha Unified School District recognizes and salutes the members of the Kenosha Unified Board of Education by proclaiming October 4-10, 2015, as Wisconsin School Board Appreciation Week.

BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education.”

Mr. Wade moved to approve School Board Resolution 319 – Wisconsin School Board Appreciation Week as presented. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy 6100 – Mission, Principles, Goals, Results and Approval of New Mission, Vision, Core Values and Strategic Directions submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 6100 was developed to outline the focus of the district. Throughout the years this policy has been adjusted to align with the district’s current goals and initiatives. The attached version outlines the work completed thus far by the board of education, leadership council, KUSD staff and community members.

The current strategic planning process began in February 2015 and will continue through the 2015-16 school year. The initial work focused on developing the mission, vision, core values and strategic directions that will drive the work of the district. In late August, the board met with the leadership council and facilitator Dr. Randy Clegg to finalize the mission, vision, core values and strategic directions, which are included in this report.

Upon approval by the board of education, the district will move forward with developing strategies to support the strategic directions that will guide the work of the district for the next three to five years.

Administration recommends that the school board approve the mission, vision, core values and strategic directions contained in this report. It is also recommended that the school board approve revised Policy 6100 as a first and second reading on September 22, 2015.”

Mr. Kunich moved to approve the mission, vision, core values and strategic directions contained in the agenda along with revised Policy 6100 as a first and second reading. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the 2014-2015 Parent/Guardian Survey submitted by Mrs. Brienne Schreiber, Research Analyst; Ms. Renee Blise, Research Coordinator; Mr. Keckler; and Dr. Savaglio-Jarvis, excerpts follow:

“KUSD has implemented a Parent/Guardian survey every few years since 1996-97 school year. On October 28, 2014, the School Board approved revisions to Policy 1110 Parent/Guardian/Caregiver Survey, changing the frequency of this survey to every two years. The current survey contained similar questions as past versions, with the addition of a series of questions related to the parent/guardian use of Infinite Campus.

The 2014-15 Parent/Guardian Survey contained items in the following areas:

- School Climate
- Cleanliness/Safety
- Student Achievement/Grading/Assessment
- Curriculum
- Communication/Follow Up
- Expectations
- Shared Decision-making

- Student Information System (Parent Portal)
- Other

Responses for each item were presented using a Likert-type scale where respondents were asked to rate their agreement using response categories that ranged from Strongly Agree to Strongly Disagree. A Neutral category was also available for selection. In addition, respondents were asked to write comments related to strengths of the school, areas for improvement at the school, and any other comments regarding their child's school.

The 2014-15 Parent/Guardian Survey was administered from April 29 through May 29, 2015. As KUSD transitioned to a new student information system, Infinite Campus, a specific link to the anonymous survey was distributed to each parent/guardian account. This process was different from previous surveys, which were publically available. Though this survey received noticeably less responses than the 2012 survey, it removed the potential for incorrect multiple submissions and responses from non-parents/guardians. Parents/guardians were informed of the survey through various media notifications, both from the central office and the local school building.

A total of 720 individuals attempted most/all of the survey. As mentioned, the 2012 survey had just over 2,000 responses. However, the current response rate is slightly higher than the 2008 survey. By grade levels, the district received 208 responses at the elementary school level, 258 at the middle school level and 334 at the high school level (overlapping charter schools are applicable to multiple groupings). Parents had the ability to complete multiple submissions so they could reference different schools. Over 90% of the survey responses were from white, non-Hispanic parents/guardians. Because of the small number of responses for several buildings, the quantitative analysis was completed for KUSD as a whole. Twenty-eight (28) buildings had less than twelve (12) parent responses. Parents/guardians noticeably selected neutral for each question. A qualitative summary of parent comments is also included with each survey section. Comments that did not refer to the topic section were removed from the summary analysis (i.e. "I have no comment on this section").

The 2014-15 Parent/Guardian survey summary is provided as an informational item, as mandated by KUSD Policy 1110. The survey results will be disseminated by school and shared at the building level through School Leadership."

Mr. Keckler answered questions from Board members.

No action was taken on the 2014-2015 Parent/Guardian Survey as it was provided for informational purposes only.

Mr. Keckler presented the School Accountability Update submitted by Ms. Blise, Mr. Keckler, and Dr. Savaglio-Jarvis, excerpts follow:

"The Department of Public Instruction (DPI) implemented the use of School and District Report Cards since the fall of 2012. These report cards, which were the result of the state of Wisconsin's waiver submission to the federal No Child Left Behind

requirement, included multiple data points covering multiple years of student performance and participation. School districts across the state have also had to implement new assessments and formats to identify student progress related to increased accountability for student services and educational value. Due to recent changes noted in WI Act 55 (state biennial budget) and the current expectation of student assessments, districts have to be aware of the immediate and near future impact. DPI will also analyze the recent student performance data and may revise their current annual measurable objectives (AMOs). This brief summary provides the current criteria and future expectations.

This school accountability update is provided as an informational item. The Office of Educational Accountability will continue to monitor the state and federal accountability requirements and communicate as necessary.”

Mr. Keckler answered questions from Board members.

No action was taken on the School Accountability Update as it was provided for informational purposes only.

Mr. Falkofske presented the Donations to the District as contained in the agenda.

Ms. Stevens moved to approve the Donations to the District as contained in the agenda. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Falkofske moved to adjourn the meeting. Mr. Kunich seconded the motion. Unanimously approved.

Meeting adjourned at 9:04 P.M.

Stacy Schroeder Busby
School Board Secretary