

REGULAR MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD MAY 24, 2016

A regular meeting of the Kenosha Unified School Board was held on Tuesday, May 24, 2016, 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 7:00 P.M. with the following Board members present: Mrs. Snyder, Mr. Kunich, Mr. Garcia, Mr. Falkofske, Mr. Wade, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present. Ms. Stevens was excused.

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.

Dr. Bethany Ormseth, Assistant Superintendent of School Leadership, presented the Boys Soccer First Team WSCA Stefans Academics All-State Team Member Award, the FBLA State Leadership Conference Awards, the Samsung Solve for Tomorrow/National Finalist Award, the Family, Career and Community Leaders of America State Conference Awards, and the SkillsUSA State Conference Awards.

There were no Administrative and/or Supervisory Appointments.

Mr. Wade introduced the Student Ambassador, Joseph Nelson from Tremper High School, and he made his comments.

Mr. Wade gave the Legislative Report.

Views and/or comments by the public were made.

There were no responses/comments by Board members.

Mrs. Coleman made Board President remarks.

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

Board members 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 4/12/16 Special Meeting and Executive Session, 4/25/16 Organizational meeting, 4/25/16 Regular Meeting, and 5/3/16 and 5/10/16 Special Meetings.

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 April 2016 cash receipt deposits totaling \$731,009.97, and cash receipt wire transfers-in totaling \$3,846,775.03, be approved.

Check numbers 535399 through 536539 totaling \$8,474,206.05, and general operating wire transfers-out totaling \$394,494.36, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the April 2016 net payroll and benefit EFT batches totaling \$12,841,170.38, and net payroll check batches totaling \$3,675.33, be approved.”

Consent-Approve item XI-D – Policy 4200 – General Personnel Policies submitted by Mrs. Tanya Ruder, Executive Director of Community Partnerships and Media Relations, and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 4200 must be updated to reflect the District’s move from collectively bargained agreements to an Employee Handbook as of November 2014. This update will require all 4000 series policies to include a cross reference of the Employee Handbook effective upon approval the updated policy. In addition, this policy would benefit from requiring all policies to include any applicable state and federal laws and/or guidelines in the legal reference section.

At its April 12, 2016, meeting, the Personnel/Policy Committee voted to forward revised Policy 4200 to the Board of Education for consideration. The Board of Education approved revisions to Policy 4200 as a first reading on April 25, 2016. Administration recommends that the Board of Education approve revisions to Policy 4200 – General Personnel Policies as a second reading on May 24, 2016.”

Consent-Approve item XI-E – Policy and Rule 5434 – Alcohol and Other Drugs – Students submitted by Ms. Susan Valeri, Director of Special Education/Student Support, and Dr. Savaglio-Jarvis, excerpts follow:

“It is critical that principals are enabled with flexibility in suspending or expelling students for infractions of this policy due to varying degrees and circumstances of the violation.

Policy and Rule 5434 - Alcohol and Other Drugs – Students was last revised in 2009. Revisions to this policy were developed with input from the Community Council Committee. This committee is comprised of representatives from local law

enforcement, the judicial system, Kenosha County Children and Family Services, parents, KUSD teachers and administrators. This committee researched AODA policies from school districts in Wisconsin and near the Illinois border. Districts that were reviewed included Racine, Milwaukee, Janesville, Green Bay, Waukesha, Beloit, Fond du Lac, Madison, Lake Forest, Waukegan, and Chicago. In all of our research, we found that Kenosha Unified's AODA policy is a comprehensive policy. However, the committee felt that there is a need for administrators to have flexibility with the determination for suspension and/or expulsion of students. The current policy has a mandatory suspension of three days or five days listed in it. The updated policy would allow principals/administrators to determine the need for a suspension and/or expulsion for up to three days or five days.

At the April 12, 2016, meeting, the Personnel/Policy Committee voted to forward revised Policy and Rule 5434 to the school board for consideration. The school board approved revised Policy and Rule as a first reading on April 25, 2016. Administration recommends that the school board approve revised Policy and Rule 5434 – Alcohol and Other Drugs as a second reading at the May 24, 2016, regular meeting.”

Mr. Kunich moved to approve the Consent Agenda as presented. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Board Approved Student User Fees and Recreation Department Fees for the 2016-2017 School Year submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“As a component of the budget development process, a review of the fees charged by the District is conducted every year. The administration is not recommending any changes to the 2016-17 student user fees; however there are several recommended changes to the Recreation Department fees.

On December 15, 2015, as part of the Summer School 2016 Program Recommendations report, the Board approved moving both the Kenosha Youth Performance Arts Center (KYPAC) and the Summer Marching Band programs into the Community Programs and Services (Fund 80). With this transition, School Board approval of an official fee is required.

The Recreation Department is also recommending a change to the fee structure for adult basketball, adult softball, and adult volleyball. The recommended change is the consolidation of the team fee, player fee, and trophy fee into one combined team fee. In addition, the Recreation Department is adding a program for Lifeguard Training (Red Cross certification) and that will have a new fee.

Attachment A delineates the proposed 2016-2017 student user fee schedule and Attachment B delineates the proposed 2016-2017 Recreation Department Fees.

On May 10, 2016 at the regularly scheduled standing committee meeting, the Audit/Budget/Finance Committee voted to forward this report to the Board of Education for approval. Administration requests that the Board of Education approve the

recommended changes in order to establish the fiscal year 2016-2017 student user fees and recreation department fees.”

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

Mr. Wade moved to approve the recommended changes in order to establish the fiscal year 2016-2017 student user fees and recreation department fees. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Request to Submit the Academic Parent-Teacher Team School Continuation Grant and Planning and Implementation Grant Applications for the 2016-2017 School Year submitted by Ms. Cherise Easley, Principal of Edward Bain School of Language and Arts – Creative Arts; Ms. Heather Connolly, Principal of Frank Elementary School; Mr. Robert Neu, Director of Title Programs; Dr. Bethany Ormseth, Assistant Superintendent of Secondary School Leadership; Mrs. Julie Housaman, Assistant Superintendent of Teaching and Learning; and Dr. Savaglio-Jarvis, excerpts follow:

“The purpose of this grant is to continue to fund up to ten elementary and/or middle Focus Schools as statewide pilot schools to continue to implement Academic Parent-Teacher Teams (APTTs), a research-based system of family engagement that strategically connects families and schools to advance student learning and achievement. The APTTs model is a classroom-based, teacher-led, data-driven family engagement model focused on supporting children’s academic goals by linking home and school learning.

The APTTs model replaces traditional parent-teacher meetings. Classroom teachers invite families to participate in 3 75-minute group meetings and 1 30-minute individual parent-child session annually. During APTTs meetings teachers share actionable data, review grade-level skills, and demonstrate concrete activities families can do at home to help students master skills. Families practice the learning activities, and each family reviews their child’s progress data to set a 60-day academic goal individualized to their child’s needs.

APTTs is an intentional and systematic means of increasing student academic achievement by improving the quality and quantity of parent-teacher communication and interaction. Teachers coach parents to become engaged, knowledgeable members of the academic team in three classroom APTTs meetings and one in-depth individual conference each year. The APTTs objectives include improving student achievement by increasing the quality and quantity of parent-teacher communication and interaction and establishing high expectations between teachers and families to optimize student learning.

This alternative conference system is designed to:

- Help parents participate in supporting their child’s learning at home.
- Provide an opportunity for families from the same classroom to work together and possibly form support networks.
- Increase parent knowledge of how data is used in the classroom.

- Provide an opportunity for parents to get to know the teacher.

APTTs replaces traditional parent-teacher conferences with teams that have two components.

At its May 10, 2016, meeting, the Joint Audit/Budget/Finance and Curriculum/Program Committees voted to forward this report to the Board of Education for consideration. It is recommended that the Board of Education approve this request to submit the Academic Parent Teacher Team School Continuation Grant application and the Academic Parent-Teacher Team Planning and Implementation School Grant application for the 2016-17 school year.”

Mrs. Housaman was present and answered questions from Board members.

Mr. Kunich requested outcome information in relation to last year’s grant.

Mr. Wade moved to approve the Academic Parent Teacher Team School Continuation Grant application and the Academic Parent-Teacher Team Planning and Implementation School Grant application for the 2016-17 school year. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Request to Submit the Wisconsin Fitness Center Award for the 2016-2017 School Year submitted by Mr. Curtiss Tolefree, Principal at Washington Middle School; Mrs. Heather Connolly, Principal at Frank Elementary School; Dr. Betzaida Gomez, Principal at Edward Bain school of Language Arts – Dual Language; Ms. Easley; Mr. Steven Knecht, Coordinator of Athletics/Physical Education; Mrs. Housman, and Dr. Savaglio-Jarvis, excerpts follow:

“The NFGFC is seeking elementary or middle school applicants that are able to demonstrate a significant low-income population and that are able to demonstrate a plan for using the physical fitness equipment in a manner that makes it accessible to all students. Successful applicants will have a certified physical education teacher that is able to instruct students on equipment use as well as train other educators to instruct students. Schools must have an existing physical space of approximately 960 to 1,500 square feet with a minimum ceiling height of 8 feet on the first floor that is fully secured to prevent vandalism or theft. Additionally, there are specific ventilation requirements.

Edward Bain School of Language and Art—Creative Arts and Dual Language, Frank Elementary School, and Washington Middle School are requesting approval to submit a grant proposal for this project. The Office of Facilities Services has analyzed the targeted space at the schools and confirmed that each space will meet the minimum grant requirements. Each school will develop a robust plan that will detail the features of their existing physical education programs, describe how the fitness equipment would fill unmet needs of the student population, and engage the community in physical fitness. Schools will be responsible for equipment maintenance and any repairs that may be necessary.

At its May 10, 2016, meeting the Joint Audit/Budget/Finance and Curriculum/Program Committees voted to forward this report to the Board of Education for consideration. It is recommended that the Board of Education approve this request to submit and implement the Wisconsin Fitness Center Grant for the 2016-17 school year.”

Mr. Kunich moved to approve the submission and implementation of the Wisconsin Fitness Center Grant for the 2016-17 school year. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Act 55 – Notice of Academic Standards submitted by Mrs. Susan Mirsky, Coordinator of English/Language Arts; Mrs. Christine Pratt, Coordinator of Science; Mrs. Jennifer Lawler, Coordinator of Mathematics; Mr. Che Kearby, Coordinator of Educator Effectiveness and Social Studies; Ms. Belinda Grantham, Director of Early Education; Mrs. Housman; and Dr. Savaglio-Jarvis, excerpts follow:

“On July 12, 2015, the Wisconsin 2015-17 State Budget Bill, Act 55, was signed into law. It requires Kenosha Unified School District to provide the parents and guardians of all enrolled students with notice of the academic standards in mathematics, science, reading and writing, geography and history that have been adopted by the school board and that will be in effect during each school year. Accordingly, the district academic standards that will be in effect in these specific content areas for the 2016-17 school year are listed below. Electronic links to the detailed version of the applicable standards are provided pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statutes.

At its May 10, 2016, meeting, the Curriculum/Program Committee voted to forward this report to the Board of Education. Administration recommends that the Board of Education approve the annual declaration and parent notice of the district’s student academic standards that will be in effect for the 2016-17 school year.”

Mr. Kunich moved to approve the annual declaration and parent notice of the district’s student academic standards that will be in effect for the 2016-17 school year. Mrs. Snyder seconded the motion. Unanimously approved.

Mrs. Annie Petering, Chief Human Resource Officer, presented the 2016-2017 Employee Handbook – Revised Edition submitted by Mrs. Tanya Ruder, Executive Director of Community Partnerships and Media Relations; Mrs. Petering; and Dr. Savaglio-Jarvis, excerpts follow:

“The 2016-17 Employee Handbook – Revised Edition has evolved and been presented to the school board over a series of months (January-April 2016). Attachments A, B and C are the reports presented at the January 26, February 23, and April 25, 2016, regular school board meetings.

Changes From the April 25, 2016, Regular Board Meeting

- Overtime/Compensatory Time Off For Hourly Employees (p. 13) -

Corrected wording to refer to non-exempt instead of exempt employees in #1.

- General Rules of Conduct (p. 44) - Inserted correct website address for school board policies.

The 2016-17 Employee Handbook – Revised Edition was approved as a first reading at the February 23, 2016, regular board meeting. Administration recommends that the school board approve the 2016-17 Employee Handbook – Revised Edition as a second reading at the May 24, 2016, regular board meeting.”

Mr. Wade requested that the topic of the use of bereavement days having to be taken consecutively be discussed the next time the employee handbook is reviewed.

Mrs. Snyder moved to approve the 2016-17 Employee Handbook – Revised Edition as a second reading. Mr. Falkofske seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Reports of Contracts in Aggregate of \$25,000 submitted by Mr. Robert Hofer, Purchasing Agent; Mr. Hamdan; Mr. Kristopher Keckler, Chief Information Officer – Information Systems; and Dr. Savaglio-Jarvis, excerpts follow:

“School Board Policy 3420 requires that “all contracts and renewals of contracts in aggregate of \$25,000 in a fiscal year shall be approved by the School Board except in the event of an emergency as determined and reported to the School Board monthly by the Purchasing Agent.”

The contracts/agreements in aggregate of \$25,000 that have been added to the Contract Management Database subsequent to April 25, 2016, with approval of the purchasing agent are shown in the database in coral color. Board members may access this database link below while on district property.

The following contracts/agreements have not been added to the Contract Management Database and are being presented for board approval:

- Phonological Awareness Literacy Screener (PALS) Early Literacy Screener - up to \$41,325.”

Mrs. Snyder moved to approve the contract/agreement with Phonological Awareness Literacy Screener (PALS) Early Literacy Screener - up to \$41,325. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Head Start State Supplemental Grant – 2016-2017 School Year submitted by Ms. Lisa KC, Assistant Director of Head Start; Ms. Belinda Grantham, Director of Early Education; Ms. Valeri; and Dr. Savaglio-Jarvis, excerpts follow:

“The Head Start program provides comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool children and their families. This state grant provides funding for 59 high-risk children that will be three or four years of age on or before September 1, 2016. Funding for the Head Start State Supplemental Grant for the 2016-2017 school year is \$335,954. Funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and the Head Start Performance Standards.

This grant serves the social/emotional, academic, and health needs of low-income three and four year old children and their families. Children who qualify must reside within the boundaries of Kenosha Unified School District. Head Start provides the foundation for implementing systemic and integrated comprehensive child development services and family engagement efforts that lead to school readiness for young children and families. This supports stronger attendance rates, academic performance, and higher graduation rates in later years.

Funding received through the Head Start State Supplement Grant remained flat for the 2016-17 school year, sustaining the funding reduction that occurred for the 2014-15 school year. At this time no revisions to program services are anticipated. The number of Head Start children served will remain at 59 children. This state grant will cover the cost for:

- 2 teachers
- 2 educational assistants
- 1 family service provider
- Meals and snacks for state funded Head Start children
- Software (Teaching Strategies GOLD™) that is used to assess the children’s progress
- Bus monitors for busses that transport Head Start children (required by Head Start Performance Standards).

Notification of the grant was received on May 5, 2016. The grant must be submitted by June 3, 2016. Administration recommends that the school board approve the request to submit and implement the 2016-2017 Head Start State Supplemental Grant.”

Mr. Wade moved to approve the submission and implementation of the 2016-2017 Head Start State Supplemental Grant. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Open Enrollment Applications for School Year 2016-2017 submitted by Ms. Renee Blise, Research Coordinator; Ms. Valeri, Ms. Grantham, Mrs. Housman; Dr. Ormseth; Mr. Keckler; and Dr. Savaglio-Jarvis, excerpts follow:

“The Wisconsin Department of Public Instruction (DPI) requires school districts to allocate open enrollment allocations prior to the start of the open enrollment application period. The Wisconsin open enrollment application period began on February 1, 2016, and closed on April 29, 2016. Aside from the regular Open Enrollment process,

students from a non-resident district may continue to apply for immediate admittance to a non-resident district if he/she meets one of the criteria as noted by the Alternative Open Enrollment Application process.

At the January 26, 2016 Board of Education Regular Meeting the Kenosha Unified School Board formally affirmed the availability of spaces for both general and special education students seeking entrance into the Kenosha Unified School District under the Open Enrollment Statute for School Year 2016-17. The School Board affirmed the availability of a total 195 spaces, 25 of which were designated for selected special education programs/services.

On May 9, 2016, a lottery meeting was conducted in the Office of Educational Accountability to assign petitioning students to available District spaces. A representative from the Title/CLC Office served as the "unbiased" witness to the student assignment process and drew lots during the lottery process.

Administration recommends approval of applicants identified as numbers 2,4,5,6,7,8,14,16,17,18,19,20,21,22,24,26,30,31,32,33,34,38,40,42,43,45,47,48,51,52,53,57,58,59,62,64,65,66,69,70,71,72,73,74,78,79,80,81,82,83,86,87,88,89,90,91,92,97,98,101,103,104,105,106,109,110,111,112,113,114,118,119,121,122,123,124 due to available space at the grade level and/or school requested or special education or related services required by the IEP.

Administration recommends denial of applicants identified as numbers 1,3,9,10,11,12,13,15,23,25,27,28,29,35,36,37,39,41,44,46,49,50,54,55,56,60,61,63,67,68,75,76,77,84,85,93,94,95,96,99,100,102,107,108,115,116,117,120,125 due to overcapacity at the grade level, special education related services required by the IEP, or school requested and/or expulsion or habitual truancy in the current or preceding two years."

Mr. Keckler indicated that there was a change in the recommendation for the applicant identified as number 14. The recommendation in the report for this applicant is for denial; however, the recommendation now is for approval for the applicant identified as number 14.

Mrs. Snyder moved to approve applicants identified as numbers 2, 4, 5, 6, 7, 8, 14, 16, 17, 18, 19, 20, 21, 22, 24, 26, 30, 31, 32, 33, 34, 38, 40, 42, 43, 45, 47, 48, 51, 52, 53, 57, 58, 59, 62, 64, 65, 66, 69, 70, 71, 72, 73, 74, 78, 79, 80, 81, 82, 83, 86, 87, 88, 89, 90, 91, 92, 97, 98, 101, 103, 104, 105, 106, 109, 110, 111, 112, 113, 114, 118, 119, 121, 122, 123, 124 due to available space at the grade level and/or school requested or special education or related services required by the IEP and deny applicants identified as numbers 1, 3, 9, 10, 11, 12, 13, 15, 23, 25, 27, 28, 29, 35, 36, 37, 39, 41, 44, 46, 49, 50, 54, 55, 56, 60, 61, 63, 67, 68, 75, 76, 77, 84, 85, 93, 94, 95, 96, 99, 100, 102, 107, 108, 115, 116, 117, 120, 125 due to overcapacity at the grade level, special education related services required by the IEP, or school requested and/or expulsion or habitual truancy in the current or preceding two years. Mr. Falkofski seconded the motion. Unanimously approved.

Mrs. Coleman presented Policy 8830 – Filling of School Board Vacancies, excerpts follow:

“School board policy 8330 has been reviewed by legal counsel and revised to comply with the requirements of 2015 Wisconsin Act 63 (attached). Act 63 requires school boards to fill vacancies within 60 days. The legal references have also been updated.

It is recommended that the School Board approve revised Policy 8330 – Filling School Board Vacancies as a first reading on May 24, 2016, and as a second reading on June 28, 2016.”

Mr. Falkofske suggested that the first paragraph read as: “Vacancies on the School Board, including resignations and retirements, shall be filled following the procedure as outlined below.”

Mr. Kunich suggested that the wording in #1 of the procedure be changed from “faxed to the requesting media” to “sent to news media.”

Mr. Kunich moved to approve revised Policy 8330 – Filling School Board Vacancies as a first reading. Mrs. Snyder seconded the motion. Unanimously approved.

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

Mr. Falkofske moved to approve the Donations to the District as contained in the agenda. Mr. Wade seconded the motion. Unanimously approved.

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

Meeting adjourned at 8:15 P.M.

Stacy Schroeder Busby  
School Board Secretary