

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 22, 2013

A regular meeting of the Kenosha Unified School Board was held on Tuesday, October 22, 2013, at 7:00 P.M. in the Board Room of the Educational Support Center. Ms. Stevens, President, presided.

The meeting was called to order at 7:07 P.M. with the following Board members present: Mrs. Taube, Mr. Flood, Mr. Nuzzo, Mrs. Snyder, Mrs. Coleman, Mr. Bryan, and Ms. Stevens. Dr. Hancock was also present.

Ms. Stevens, 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 NUMATS Award, the 2014 National Merit Scholarship Competition Finalist Award, the 2014 National Achievement Scholarship Program Finalists Awards, and the Festival of Arts and Flowers School Board Collection Award.

Mrs. Taube presented Resolution No. 298 – Resolution of Commemoration – American Education Week 2013, which read as follows:

“WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping Kenosha's youth with both practical skills and broader intellectual abilities, we give them hope for, and access to, a productive future; and

WHEREAS, education employees work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools encourage community, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise.

NOW, THEREFORE, Kenosha Unified School District does hereby proclaim November 18–22 as the 92nd annual observance of American Education Week.

BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education, and that a signed copy be printed in the school district's official newspaper of record.”

Mrs. Taube moved to approve Resolution No. 298 – Resolution of Commemoration – American Education Week 2013 as read and noted the removal of “be they substitute educators, custodians, teachers, bus drivers, or librarians” from the third paragraph. Mrs. Coleman seconded the motion. Unanimously approved.

There were no Administrative or Supervisory appointments.

Ms. Stevens introduced the Student Ambassador, Jakeem Brantley, from Reuther High School, and he made his comments.

Mr. Bryan gave the Legislative Report.

There were views and comments by the public.

Board members made their responses and comments.

Ms. Stevens made her remarks.

Mrs. Taube moved to defer the Superintendent’s Report, a presentation on Goal #2 – Expand Collaborative Partnerships with Families, Community, and Industry of the Transformation Plan. Mr. Flood seconded the motion. Unanimously approved.

The Board considered the following Consent-Approve items:

Consent-Approve item XI-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations as contained in the agenda.

Consent-Approve item XI-B – Minutes of the 9/24/13, 10/03/13, 10/08/13, and 10/15/13 Special and Executive Sessions, 10/15/13 Special Meeting, and 9/24/13 Regular Meeting.

Consent-Approve item X-C – Summary of Receipts, Wire Transfers and Check Registers submitted by Ms. Heather Kraeuter, Accounting & Payroll Supervisor; Mr. Tarik Hamdan, Interim Chief Financial Officer, and Dr. Hancock, excerpts follow:

“It is recommended that the September 2013 cash receipt deposits totaling \$409,813.89 and cash receipt wire transfers-in totaling \$23,726,146.51 be approved.

Check numbers 498929 through 499896 totaling \$11,330,125.16, and general operating wire transfers-out totaling \$349,800.09 are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2013 net payroll and benefit EFT batches totaling \$11,829,444.06 and net payroll check batches totaling \$49,662.13 be approved.”

Consent-Approve item XI-D – Policy/Rule 5280 – Education for Homeless Children and Youth (EHCY) submitted by Ms. Pamela Black, Coordinator of Special Education and Student Support; Ms. Valeri, Director of Special Education and Student Support; Dr. Sue

Savaglio-Javis, Assistant Superintendent of Teaching and Learning; and Dr. Hancock, excerpts follow:

“This Policy was last adopted in May of 2004 and no longer aligns with the Wisconsin Department of Public Instruction directives regarding students who are identified under the McKinney-Vento Act. The revision of Policy and Rule 5280 is a requirement for receiving an annual grant from DPI for the purpose of the District’s implementation of our responsibilities to homeless children and unaccompanied youth.

At its September 10, 2013, meeting, the Personnel/Policy Standing Committee voted to forward Policy and Rule 5280 to the School Board for consideration. The Board Approve Policy and Rule 5280 as a first reading on September 24, 2013. Administration recommends that the School board approve revised Policy and Rule 5280 - Education for Homeless Children and Youth (EHCY) as a second reading this evening.”

Mrs. Taube moved to approve the Consent Agenda as presented. Mrs. Coleman seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Executive Director of Information and Accountability, presented the Official Third Friday Enrollment Report submitted by Ms. Lorien Thomas, Research Analyst; Ms. Renee Blise, Research Coordinator; Mr. Keckler; and Dr. Hancock, excerpts follow:

“Annually, Administration provides the Kenosha Unified School Board with the District’s Official Third Friday Enrollment Report. The data contained in this report are also reported to the Wisconsin Department of Public Instruction (DPI) in its designated format. The School Board should note that this report contains only enrollment data and does not contain student membership data that are used to develop revenue projections and budgetary planning documents.

District-wide, enrollment increased from 22,639 students in 2012-13 to 22,676 students in 2013-14. After two years of declining enrollment, the current year has shown a slight increase.

The District reported an increase of 269 students in the elementary schools, though this increase was mainly due to the universal expansion of the four-year old kindergarten (4K) program. Middle school enrollment decreased by 183 students, and high school enrollment increased by 23 students.

The total enrollment for the Special Schools, which included all charter schools, Chavez Learning Station, Kenosha 4 Year Old Kindergarten, Hillcrest, and the Phoenix Project, reported a decrease of 72 students. The number of community-based child care centers at Kenosha 4 Year Old Kindergarten was reduced from 15 in 2012-13 to 10 in 2013-14 due to the universal expansion of the K4 program in the traditional elementary schools.

At its October 8, 2013 meeting, the School Board Joint Audit/Budget/Finance & Personnel/Policy Standing Committee reviewed and accepted the 2013-14 Official Third Friday Enrollment Report and recommended that it be forwarded to the full School Board for

review and acceptance. Administration recommends that the School Board review and accept the 2013-14 Official Third Friday Enrollment Report.”

Mr. Flood moved to accept the 2013-14 Official Third Friday Enrollment Report. Mrs. Coleman seconded the motion. Unanimously approved.

Mr. Robert Hofer, Purchasing Agent, presented the Report of Contracts in Aggregate of \$25,000 submitted by Mr. Hofer, Mr. Hamdan, and Dr. Hancock, 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 October 18, 2013, with approval of the purchasing agent are shown in the database in coral color. Board members may access this database while on district property.

The following contracts/agreements have not been added to the Contract Management Database and are being presented to the Board at this time for Board Approval: Solution Tree – Professional Learning Coaching Academy.

It is recommended that the Board of Education approve the Solution Tree– Professional Learning Coaching Academy contract in aggregate of \$25,000.”

Mr. Flood moved to approve the Solution Tree – Professional Learning Coaching Academy contract in aggregate of \$25,000. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Hamdan presented the Change in the Fiscal Year 2012-13 Adopted Budget submitted by himself and Dr. Hancock, excerpts follow:

“The Board of Education adopted the 2012-2013 budget on October 23, 2012, as prescribed by Wisconsin State Statute 65.90. From time to time there is a need to modify or amend the adopted budget for a variety of reasons, including changes in individual program budgets. State Statute requires that any modifications to the adopted budget require the approval by two-thirds (2/3) majority of the Board of Education and publication of a Class 1 notice within ten (10) days of Board approval. This document identifies proposed budget modifications to the 2012-2013 Budget.

The majority of the required changes are the result of notifications of carryover funds determined to be available for various grants after the budget was formally adopted in October. Other Grant awards (i.e. Ed Foundation, Mini-Grants) were also received after the adoption of the budget. These Grant awards conform to existing board policy and have been previously shared with the Board of Education through the approval of the grant as well as grant summary reports submitted to the Audit, Budget & Finance Committee.

Since State Statutes authorize the budget be adopted by function, Administration also requests approval of additional budget modifications that did not add or subtract dollars to the overall budget, but may have changed the function or purpose of the funding.

Administration recommends that the Board approve the 2012-2013 budget modifications as described herein and that the attached Class 1 notice be published within ten (10) days of the official Board Adoption.”

Mr. Nuzzo moved to approve the 2012-2013 budget modifications as described herein and that the attached Class 1 notice be published within ten (10) days of the official Board adoption. Mr. Flood seconded the motion. Unanimously approved.

Mr. Hamdan presented the 2012-2013 Budget Carryovers to the 2013-2014 Budget submitted by himself and Dr. Hancock, excerpts follow:

“Historically, Kenosha Unified School District (KUSD) has prohibited the carryover of any administrative budget dollars to the next fiscal year. Starting in the 2002-2003 budget year, the Board approved the elimination of all carryover dollars from site budgets.

In previous years, outstanding purchase orders that were encumbered and not fully paid as of June 30th could lead to a request to carry dollars over to the next budget year. Due to stricter internal controls and scrutiny of late year purchase orders, no encumbrance carryovers are being requested this year.

However, there are several exceptional items that are potentially carried over from year to year. Administration is requesting to carryover the following to the 2013-2014 fiscal year:

Site Requested Carryover	\$ 22,832
Donation and Mini-Grant Carryover	<u>\$ 81,111</u>
	\$103,943

Administration recommends that the Board approve these carryover dollars and that they be incorporated into the 2013-2014 budget.”

Mrs. Taube move to approve the carryover dollars and that they be incorporated into the 2013-2014 budget. Mrs. Coleman seconded the motion. Unanimously approved.

Mr. Hamdan indicated that the Formal Adoption of the 2013-2014 Budget Update needed to be deferred due to new legislation. He explained that State aid amounts were originally to be released on October 15; however, are now scheduled to be released on October 31 and without the State aid numbers, the tax levy cannot be set. Once the final numbers are received, the final budget will be presented to the Board for approval.

Ms. Stevens indicated that agenda items XII(F) - School Board Policy/Rule 3110 – Annual Operating Budget; XII(G) – School Board Policy/Rule 3112 – Budget Administration, XII(H) – School Board Policy/Rule 3113 – Fiscal Impact Statement, XII(I) – School Board Policy/Rule 3121 – Financial Accounting, XII(J) – School Board Policy/Rule 3122 – Accounts Receivable/Uncollectible Accounts, and XII(K) – School Board Policy/Rule 3323 – Fund Balance were brought forward for review to address better communication with the Board in

relation to budget variances. The policies were reviewed and discussed by the Joint Audit/Budget/Finance and Personnel/Policy Committee at their October 8, 2013 Committee meetings.

Mr. Flood moved to postpone action on agenda items XII(F-K) and defer them back to the appropriate Committees for review of changes proposed by Administration and Board members submitted via the Superintendent's Office. Mrs. Coleman seconded the motion. Unanimously approved.

Ms. Stevens introduced the Adoption of the Employee Handbook.

Mrs. Taube moved (1) to postpone action on the Employee Handbook and any wage increase agreements until November 26, 2013, (2) that KUSD administration and members of the School Board begin to bargain with the respective represented groups regarding mandatory and permissive subjects to reach an agreement no later than November 15, 2013, and (3) that the School Board maintain the status quo with respect to all mandatory subjects of bargaining as provided for by the represented groups' respective 2011-13 agreements and the SEIU 2009-12 agreement until new agreements have been ratified. Mr. Bryan seconded the motion. Discussion followed.

Mr. Nuzzo asked that Mr. Bryan remove himself from the vote. Mr. Bryan indicated that he would be voting on the motion as he felt it was procedural.

Roll call vote. Ayes: Mrs. Taube, Mr. Flood, Mr. Bryan, and Ms. Stevens. Noes: Mr. Nuzzo, Mrs. Snyder, and Mrs. Coleman. Motion carried.

Mr. Hamdan presented the Resolution to Exceed Revenue Limit on Non-Recurring Basis (Debt Service Payments on Energy Efficiency Measures) submitted by Ms. Kraeuter, Mr. Hamdan, and Dr. Hancock, excerpts follow:

"At the June 25, 2013, Board meeting the Board voted to approve a resolution authorizing the sale of general obligation bonds not to exceed \$17,000,000 in order to finance the Energy Efficiency Project, also previously approved by the Board. The Project involves energy efficiency and operational savings projects at District Buildings, including HVAC system upgrades, HVAC control system improvements, lighting improvements, roof, window and wall repairs and replacement, and constructing vestibules at building entrances.

Section 121.91(4)(o)1. of the Wisconsin Statutes provides that, upon the adoption by a school board of a resolution to do so, the District's revenue limit may be increased by the amount spent in that school year on a project to implement energy efficiency measures or to purchase energy efficiency products, including the payment of debt service on bonds or notes issued to finance an Energy Efficiency Project. The Board must pass a resolution to exceed revenue limit for the net debt service amount each and every year of the debt service.

Administration requests that the Board approve the attached resolution to exceed revenue limit for the 2013-2014 fiscal year, on a non-recurring basis, for the purpose of servicing debt issued to finance the current Energy Efficiency Project."

Mrs. Snyder moved to approve the resolution to exceed revenue limit for the 2013-2014 fiscal year, on a non-recurring basis, for the purpose of servicing debt issued to finance the current Energy Efficiency Project. Mr. Flood seconded the motion. Unanimously approved.

Mrs. Taube noted that action on the Employee Wage Increase was included her motion made when addressing the Adoption of the Employee Handbook; therefore, no further action was needed for that agenda item.

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

Mr. Bryan moved to approve the Donation to the District as presented. Mr. Flood seconded the motion. Unanimously approved.

Meeting adjourned at 8:47 P.M.

Stacy Schroeder Busby
School Board Secretary