



MONTHLY SCHOOL BOARD STANDING COMMITTEE MEETINGS

5:30 P.M. Audit/Budget/Finance

5:45 P.M. Personnel/Policy

6:15 P.M. Curriculum/Program

January 13, 2015

Please Note: Committee meetings may start early if preceding meeting adjourns early.

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<u>I. AUDIT/BUDGET/FINANCE - 5:30 P.M.</u>	
A. Approval of Minutes - November 11, 2014 Joint Planning/Facilities/Equipment and Audit/Budget/Finance and November 11, 2014 Audit/Budget/Finance	4
B. Palmer Foundation Grant Application	8
C. Information Items	
1. Monthly Financial Statements	10
D. Future Agenda Items	
E. Adjournment	
<u>II. PERSONNEL/POLICY - 5:45 P.M. OR IMMEDIATELY FOLLOWING</u>	
<u>CONCLUSION OF PRECEDING MEETING</u>	
A. Approval of Minutes - November 11, 2014 Personnel/Policy and November 11, 2014 Joint Personnel/Policy and Curriculum/Program	23
B. School Board Policy 3810 - Employee Use of District Equipment	26
C. School Board Policy 3531.1 - Copyrighted Materials	29
D. School Board Policy 5260 - Open Enrollment - Full Time	33
E. Information Item	
1. Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations	37
F. Future Agenda Items	
G. Adjournment	
<u>III. CURRICULUM/PROGRAM- 6:15 P.M. OR IMMEDIATELY FOLLOWING</u>	
<u>CONCLUSION OF PRECEDING MEETING</u>	
A. Approval of Minutes - November 11, 2014 Joint Personnel/Policy and Curriculum/Program and November 11, 2014 Curriculum/Program	38
B. Four-Year Graduation Rate (Cohort Analysis) School Year 2013-14	42
C. Information Item	
D. Future Agenda Items	
E. Adjournment	

PLEASE NOTE: The January 2015 Planning/Facilities/Equipment
Committee Meeting Has Been Canceled

There may be a quorum of the board present at these Standing Committee meetings; however, under no circumstances will a board meeting be convened nor board action taken as part of the committee process. The three board members who have been appointed to each committee and the community advisors are the only voting members of the Standing Committees.



KENOSHA UNIFIED SCHOOL BOARD
JOINT PLANNING/FACILITIES/EQUIPMENT AND
AUDIT/BUDGET/FINANCE MEETING
Educational Support Center – Room 110
November 11, 2014
MINUTES

A joint meeting of the Kenosha Unified Planning/Facilities/Equipment and Audit/Budget/Finance Committees chaired by Ms. Stevens was called to order at 5:45 P.M. with the following Committee members present: Mr. Flood, Mr. Kunich, Mrs. Bothe, Mr. Zielinski, Mr. Falkofske, Mr. Thomey, Mr. Butts, Mr. Schaffrick, Mr. Wade, Mr. Bryan, Mrs. Marcich, Mr. Kent, Mr. Aceto, Ms. Dawson, Mr. Holdorf, and Mr. Castle. Dr. Savaglio-Jarvis was also present. Mr. Valeri, Mr. Stephens, and Ms. London were absent. Mr. Battle was excused.

Approval of Minutes - October 14, 2014 Joint Planning/Facilities/Finance and Audit/Budget/Finance

Mr. Bryan moved to approve the minutes as presented. Mr. Kunich seconded the motion. Unanimously approved

Outdoor Athletic Improvements Referendum

Mr. Finnemore, Director of Facilities, Mr. Tarik Hamdan, Interim Chief Financial Officer, and Mr. Steven Knecht, Coordinator of Athletics/Physical Education, presented the Outdoor Athletic Improvements Referendum report. Mr. Finnemore noted the report is divided into two sections with pages 12-17 of the agenda packet containing info presented at the October 28, 2014 regular board meeting and pages 18-21 containing new and updated information. He noted that the cost information in attachment two is accurate. It was noted that a total of \$4,080,000 of the estimated referendum costs will need to be incurred whether or not the referendum is successful. These projects include the parking lot projects, Indian Trail track resurfacing, replacement of the home and away bleachers at Ameche Field, replacement of the tennis courts at Bradford and Tremper and removal of the tracks at Bullen and Tremper. If these projects were funded a part of major maintenance they would account for all of the available funding over the next three years which would come at the expense of all other needs that exist in the district. There was discussion regarding the middle school tracks and Mr. Finnemore noted that a decision regarding the Lance track will need to be made after the referendum.

Mr. Hamdan noted that the timing of this referendum is designed to align with the KUSD debt schedule in order to minimize the tax impact. In terms of actual mill rate impact, the \$16.7 million dollar borrowing would average out over the twenty year term to \$.10 per every thousand dollars of property value. For the owner of a two-hundred thousand dollar home, that would be approximately \$20 per year. Therefore, if the referendum is successful, the tax decrease would be \$80 instead of \$100 for a two-hundred thousand dollar home. Mr. Hamdan noted the sample ballot was contained in attachment 5. In the draft referendum flyer it was suggested that wording be added about how the facilities will be used by our students and compare KUSD athletics to others in the state. Mr. Finnemore said we can quantify how

many students participate in athletics as well as building rentals and partnerships such as with the Boys & Girls Club. Mr. Knecht said there will be additional info added as questions arise. Discussion on safety issues related to synthetic turf.

It was suggested that we approach our insurance company to determine if our premium could be lowered due to lower injury risk with replacement of the Tremper bleachers. Mr. Finnemore said there may not be a premium reduction but we can include it as a positive in the referendum flyer.

If referendum does not pass, within next five years we will need to budget for \$4 million in major maintenance for those projects noted at the expense of other less urgent projects. Our info campaign does not start until board approves moving forward with referendum. An info push would occur between winter and spring breaks. Mr. Finnemore believes this is a one shot effort for approval of this referendum. Mrs. Stevens inquired about a community economic study and noted Chris Jensen who is on the athletics committee and is very knowledgeable in that area.

Mr. Finnemore reviewed the referendum timeline. He noted we must remember that the current debt does not retire until 2016/17. He hopes to fund design work in 2015 in order to be ready to hire contractors and purchase materials in 2016/17. He expects all work to be done in 2016/17.

Mr. Bryan moved to forward the Outdoor Athletic Improvements Referendum to the full Board for consideration. Mr. Falkofske seconded the motion. Unanimously approved.

Future Agenda Items

No future items were mentioned.

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

Meeting adjourned at 6:15 P.M.

Kathleen DeLabio
Executive Assistant



A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Mr. Wade was called to order at 6:19 P.M. with the following Committee members present: Mr. Flood, Mr. Bryan, Mrs. Marcich, Mr. Kent, Mr. Aceto, Ms. Dawson, Mr. Holdorf, and Mr. Castle. Dr. Savaglio-Jarvis was also present. Mr. Battle was excused and Ms. London was absent.

Mr. Wade welcomed everyone and thanked all veterans for their service to our country.

Approval of Minutes - October 14, 2014 Audit/Budget/Finance and October 14, 2014 Joint Audit/Budget/Finance and Personnel Policy

Mr. Bryan moved to approve the minutes as contained in the agenda. Mr. Holdorf seconded the motion. Unanimously approved.

Change in Fiscal Year 2013-14 Adopted Budget

Mr. Tarik Hamdan, Interim Chief Financial Officer, presented the Change in Fiscal Year 2013-14 Adopted Budget.

Tarik noted the official notice that will be published and noted major changes to the 2013/14 adopted budget.

Mr. Flood moved to forward the Change in Fiscal Year 2013-14 Adopted Budget to the full Board for approval and that the attached Class 1 notice be published within ten (10) days of the official Board adoption. Mr. Bryan seconded the motion. Unanimously approved.

Annual Financial Report for 2013-14

Mr. Tarik Hamdan, Interim Chief Financial Officer, distributed a copy of the Annual Financial Report and Ms. Heather Kraeuter, Accounting & Payroll Manager, reviewed the document with the committee and answered questions. Mrs. Lisa Salo, CPA, of Schenck, S.C., presented the Management Communications document. She noted that no material weaknesses or significant deficiencies were found. She reviewed each section of the Management Communication and specifically noted the comments and observations contained on pages 5-7 of the document. Ms. Salo responded to questions from the committee.

Mr. Kent left the meeting at 6:43 p.m.

Mr. Aceto gave kudos to our Finance Department for an excellent financial report and noted it is very rare for a school district to prepare the report internally.

Mr. Bryan moved to forward the Annual Financial Report and Management Communication to

the board of education. Mr. Flood seconded the motion. Unanimously approved.

Other Post-Employment Benefits Actuarial Study

Mr. Hamdan and Mr. Tom Bleick, Principal and Consulting Actuary from Milliman, presented the Other Post-Employment Benefits Actuarial Study and distributed a hand-out. An actuarial valuation under GASB 45 must be performed for plans with a total membership of 200 or more at least biennially. In order to comply with this requirement, KUSD requested that Milliman prepare an updated report. The report showed significant reduction in total liabilities as compared to the last report two years ago. Most of the reductions can be attributed to changes in the medical plan and the fact that retirees will now pay a larger portion of the total premium (up to 12%).

Mr. Bryan moved to forward the Other Post-Employment Benefits Actuarial Study to the full Board. Mr. Flood seconded the motion. Unanimously approved.

Information Items

Mr. Hamdan presented the Monthly Financial Statements. He indicated we have updated the numbers to reflect the adopted budget. It is anticipated the fund balance should be reduced by \$1.2 million at the end of the year. There were no questions.

Mr. Hamdan presented the Cash and Investment Quarterly Report and there were no questions.

Future Agenda Items

No future agenda items were noted.

Mr. Wade thanked student member for Ryan Castle for attending this evening.

Mr. Bryan moved to adjourn the meeting. Mr. Flood seconded the motion. Unanimously approved.

Meeting adjourned at 7:00 P.M.

Kathleen DeLabio
Executive Assistant

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

January 13, 2015
Audit/Budget/Finance Standing Committee

Palmer Foundation Grant Application

On November 17, 2014, The Palmer Foundation awarded LakeView Technical Academy a grant for \$77,000 to be used for the purchase of an atomic scanning electron microscope (SEM). The timeline for the grant is 2014/2015 school year. The microscope will be used to visualize objects in the nanometer scale in Biology, Chemistry, Physics and Engineering. This microscope will support the STEM based curriculum at LakeView.

There is no match and the District is caused no financial obligations due to this grant award.

The Foundation may monitor and conduct an evaluation of operations under this grant, which may include a visit from Foundation Directors, or other personnel, to observe and discuss the program with our personnel, and review financial and other records and materials connected with the activities financed by this grant. At the completion of the grant period, an evaluation report will be submitted to the Foundation. If grant funds are not expended in full within 10 month, Kenosha Unified must request an extension from The Palmer Foundation.

Although SEM is non-perishable, the materials required to use it, and the cost of maintenance will be an ongoing cost. To address this issue, funding will be provided from the technology budget and Carl Perkins financial allocations.

The total project budget of \$86,040 exceeds the grant amount by \$9,040.00. The difference will be covered using funds from LakeView Technology Academy in the 2015/2016 budget.

Recommendation

Administration recommends that the Audit/Budget/Finance Standing Committee forward this report to the school board approval to accept the Palmer Foundation Grant in the amount of \$77,000 for the purchase of an atomic scanning electron microscope to support the STEM based curriculum at LakeView Technology Academy.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Dr. Bethany Ormseth
Assistant Superintendent of
Secondary School Leadership

William Hittman
Principal, LakeView Technical Academy

Fiscal, Facilities and Personnel Impact Statement

Title: Palmer Foundation Grant Application **Budget Year:** 2014/2015

Department: LakeView Technology Academy **Budget Manager:** William Hittman

REQUEST

School Board approval to accept Palmer Foundation Grant for the purchase of an atomic scanning electron microscope for LakeView Technology Academy.

RATIONALE/ INSTRUCTIONAL FOCUS

The purchase of this microscope will enhance the rigorous STEM curriculum at LakeView.

IMPACT

The atomic scanning microscope will allow LakeView students in Biology, Chemistry, Physics and Engineering to visualize objects in the nanometer scale.

BUDGET IMPACT		
Object Level	Descriptive	Amount
100's	Salaries	\$0.00
200's	Fringes	\$0.00
300's	Purchased Services	\$0.00
400's	Non-Capital Objects	\$0.00
500's	Capital Objects	\$77,000.00
		\$0.00
	TOTAL	\$77,000.00

This is a one-time or a recurring expenditure

FUNDING SOURCES

Select Funding Sources: New Funds Requested
428 1260 751 2558

Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 10 General Fund

Source	----- 2015 -----				----- 2014 -----				
	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	36,805,631	36,805,631			27,109,475	27,109,475			
100 Operating Transfers In	0	0	0		926,412	0	926,412	0.00	926,412
200 Local revenues	75,002,728	74,042,730	959,998	98.72	77,871,884	1,281,431	76,590,453	1.65	77,962,264
300 Interdistrict revenues	350,000	0	350,000	0.00	350,000	0	350,000	0.00	341,003
500 Intermediate revenues	20,383	128	20,254	0.63	39,376	271	39,106	0.69	17,117
600 State aid	157,347,130	21,668,447	135,678,683	13.77	151,616,796	21,784,140	129,832,656	14.37	151,689,893
700 Federal aid	11,707,479	348,520	11,358,959	2.98	10,446,225	285,534	10,160,691	2.73	12,856,960
800 Debt proceeds	0	503	-503		0	2,473	-2,473		101,256
900 Revenue adjustments	343,553	269,281	74,272	78.38	648,993	58,950	590,042	9.08	865,260
Total Revenues	244,771,272	96,329,610	148,441,663	39.35	241,899,685	23,412,799	218,486,886	9.68	244,760,164

Object	----- 2015 -----					----- 2014 -----					
	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	119,488,713	40,536,328		78,952,385	33.92	117,702,061	39,142,789	1,760	78,557,512	33.26	114,354,156
200 Benefits	57,854,806	16,803,355	2,077	41,049,374	29.05	54,102,041	14,982,063	1,470	39,118,508	27.69	52,967,826
300 Purchased Services	21,365,926	7,413,503	1,743,405	12,209,018	42.86	22,502,234	6,911,318	2,681,658	12,909,257	42.63	21,540,710
400 Supplies	10,918,877	5,666,584	791,199	4,461,095	59.14	11,201,330	4,759,049	1,145,864	5,296,418	52.72	10,331,345
500 Capital Outlay	1,963,831	970,237	100,691	892,903	54.53	2,143,923	943,249	176,842	1,023,832	52.24	2,379,844
600 Debt Services	326,676	109,190		217,486	33.42	326,676	200,120	17,000	109,556	66.46	307,340
700 Insurance	736,164	486,197	50	249,917	66.05	970,207	530,675		439,532	54.70	653,038
800 Operating Transfers Out	33,065,188	3,464,662		29,600,526	10.48	32,122,752	7,375,521		24,747,232	22.96	32,212,678
900 Other objects	270,103	122,263	11,558	136,282	49.54	828,461	122,365	3,127	702,969	15.15	317,072
Total Expenditures	245,990,284	75,572,318	2,648,980	167,768,985	31.80	241,899,685	74,967,150	4,027,720	162,904,815	32.66	235,064,008
Net Revenue/Expenses	-1,219,012	20,757,291				0	-51,554,351				9,696,156
Fund Balance - Ending	35,586,620	57,562,923				27,109,475	-24,444,875				36,805,631

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 25 Head Start

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0			0	0			
700 Federal aid	1,989,486	458,397	1,531,089	23.04	1,857,747	442,069	1,415,678	23.80	1,862,632
Total Revenues	1,989,486	458,397	1,531,089	23.04	1,857,747	442,069	1,415,678	23.80	1,862,632

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	993,484	353,059		640,425	35.54	908,438	348,273		560,165	38.34	978,180
200 Benefits	794,112	218,674		575,438	27.54	671,766	209,596		462,170	31.20	676,380
300 Purchased Services	0	19,315	49,070	-68,385		152,086	16,098	55,436	80,552	47.04	113,828
400 Supplies	0	17,796	122	-17,919		119,152	28,096	1,000	90,056	24.42	85,968
500 Capital Outlay	0	3,299		-3,299		0	0		0		1,971
900 Other objects	201,890	150		201,740	0.07	6,305	1,404		4,901	22.27	6,305
Total Expenditures	1,989,486	612,293	49,192	1,328,001	33.25	1,857,747	603,467	56,436	1,197,845	35.52	1,862,632
Net Revenue/Expenses	0	-153,896				0	-161,398				0
Fund Balance - Ending	0	-153,896				0	-161,398				0

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 27 Special Education

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0			0	0			
100 Operating Transfers In	32,565,188	2,964,662	29,600,526	9.10	29,371,547	7,375,521	21,996,026	25.11	29,461,473
200 Local revenues	8,000	2,704	5,296	33.80	10,000	2,616	7,384	26.16	7,868
300 Interdistrict revenues	0	0	0		20,000	0	20,000	0.00	0
500 Intermediate revenues	0	0	0		0	0	0		202
600 State aid	10,791,667	1,564,090	9,227,577	14.49	10,390,000	1,565,857	8,824,143	15.07	11,218,167
700 Federal aid	8,593,127	754,137	7,838,990	8.78	7,862,072	336,193	7,525,879	4.28	4,301,145
Total Revenues	51,957,982	5,285,594	46,672,389	10.17	47,653,619	9,280,187	38,373,432	19.47	44,988,855

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	28,713,305	8,960,523		19,752,782	31.21	27,374,180	8,944,090		18,430,090	32.67	26,927,636
200 Benefits	16,149,344	4,347,224		11,802,120	26.92	14,740,868	3,967,389		10,773,479	26.91	14,310,174
300 Purchased Services	4,584,679	1,331,667	531,018	2,721,995	40.63	3,972,383	1,438,478	453,611	2,080,293	47.63	3,286,156
400 Supplies	1,886,743	104,043	32,508	1,750,192	7.24	1,556,850	146,935	14,967	1,394,948	10.40	324,901
500 Capital Outlay	5,943	11,422	5,085	-10,564	277.75	9,338	8,543	0	795	91.49	10,372
900 Other objects	617,968	3,111	240	614,617	0.54	0	9,459		-9,459		129,616
Total Expenditures	51,957,982	14,757,989	568,851	36,631,142	29.50	47,653,619	14,514,895	468,578	32,670,146	31.44	44,988,855
Net Revenue/Expenses	0	-9,472,396				0	-5,234,708				0
Fund Balance - Ending	0	-9,472,396				0	-5,234,708				0

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 30-39 Debt Services Fund

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	3,278,974	3,278,974			950,971	950,971			
100 Operating Transfers In	500,000	500,000	0	100.00	2,751,205	0	2,751,205	0.00	2,751,205
200 Local revenues	15,021,203	15,019,773	1,430	99.99	16,159,147	1,142	16,158,004	0.01	16,156,284
800 Debt proceeds	0	0	0		6,616,812	6,616,812	0	100.00	6,616,812
900 Revenue adjustments	1,044,705	261,007	783,699	24.98	1,772,817	951,607	821,210	53.68	1,789,219
Total Revenues	16,565,909	15,780,780	785,129	95.26	27,299,981	7,569,561	19,730,420	27.73	27,313,521

----- 2015 -----					----- 2014 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
600 Debt Services	17,617,572	2,422,574		15,194,999	13.75	24,059,106	9,008,457		15,050,649	37.44	24,059,106
800 Operating Transfers Out	0	0		0		926,412	0		926,412	0.00	926,412
Total Expenditures	17,617,572	2,422,574		15,194,999	13.75	24,985,518	9,008,457		15,977,061	36.05	24,985,518
Net Revenue/Expenses	-1,051,664	13,358,206				2,314,464	-1,438,896				2,328,003
Fund Balance - Ending	2,227,310	16,637,180				3,265,435	-487,925				3,278,974

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 40-49 Capital Project Fund

----- 2015 -----						----- 2014 -----					
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal	
Fund Balance - Beginning	13,490,260	13,490,260				0	0				
200 Local revenues	10,000	13,207	-3,207	132.07		12,000	794	11,206	6.62	9,169	
800 Debt proceeds	0	0	0			16,690,000	16,690,000	0	100.00	16,690,000	
Total Revenues	10,000	13,207	-3,207	132.07		16,702,000	16,690,794	11,206	99.93	16,699,169	
----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
300 Purchased Services	12,735,000	5,590,982	65,460	7,078,559	44.42	4,350,000	0		4,350,000	0.00	3,208,908
400 Supplies	0	3,246		-3,246		0	0		0		0
Total Expenditures	12,735,000	5,594,228	65,460	7,075,313	44.44	4,350,000	0		4,350,000	0.00	3,208,908
Net Revenue/Expenses	-12,725,000	-5,581,021				12,352,000	16,690,794				13,490,260
Fund Balance - Ending	765,260	7,909,239				12,352,000	16,690,794				13,490,260

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 50 Food Service

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	2,763,872	2,763,872			1,646,432	1,646,432			
200 Local revenues	2,647,964	696,170	1,951,794	26.29	2,647,589	826,783	1,820,806	31.23	2,380,071
600 State aid	140,000	0	140,000	0.00	140,000	0	140,000	0.00	135,136
700 Federal aid	5,511,409	94,885	5,416,524	1.72	5,712,411	658,393	5,054,018	11.53	5,782,119
900 Revenue adjustments	0	0	0		0	0	0		2,913
Total Revenues	8,299,373	791,055	7,508,318	9.53	8,500,000	1,485,176	7,014,824	17.47	8,300,239

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	2,132,708	695,842		1,436,866	32.63	1,991,165	639,037		1,352,129	32.09	2,088,049
200 Benefits	795,474	238,343		557,131	29.96	711,949	217,596		494,353	30.56	731,612
300 Purchased Services	268,275	66,426	129,920	71,929	73.19	268,275	67,894	29,640	170,741	36.36	127,269
400 Supplies	4,878,806	1,255,060	3,295,360	328,386	93.27	5,299,611	1,313,512	2,697,230	1,288,869	75.68	4,096,673
500 Capital Outlay	104,000	678,213	6,365	-580,578	658.25	104,000	398	8,668	94,934	8.72	66,735
900 Other objects	120,111	19,186		100,924	15.97	125,000	20,025		104,975	16.02	72,461
Total Expenditures	8,299,373	2,953,070	3,431,645	1,914,659	76.93	8,500,000	2,258,461	2,735,537	3,506,001	58.75	7,182,799
Net Revenue/Expenses	0	-2,162,015				0	-773,285				1,117,440
Fund Balance - Ending	2,763,872	601,858				1,646,432	873,147				2,763,872

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 60 Student Activity Fund

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0			0	0			
200 Local revenues	0	0	0		0	0	0		0
Total Revenues	0	0	0		0	0	0		0

----- 2015 -----					----- 2014 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	0	0		0		0	0		0		0
200 Benefits	0	0		0		0	0		0		0
300 Purchased Services	0	0		0		0	0		0		0
400 Supplies	0	-283,034	32,127	250,907		0	-301,282	50,190	251,092		0
900 Other objects	0	0		0		0	0		0		0
Total Expenditures	0	-283,034	32,127	250,907		0	-301,282	50,190	251,092		0
Net Revenue/Expenses	0	283,034				0	301,282				0
Fund Balance - Ending	0	283,034				0	301,282				0

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 70-79 Trust Funds

----- 2015 -----						----- 2014 -----				
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	11,691,967	11,691,967				8,791,235	8,791,235			
200 Local revenues	18,000	11,083	6,917	61.57		14,000	10,552	3,448	75.37	18,723
900 Revenue adjustments	10,025,000	117,647	9,907,353	1.17		9,986,000	0	9,986,000	0.00	11,642,903
Total Revenues	10,043,000	128,730	9,914,270	1.28		10,000,000	10,552	9,989,448	0.11	11,661,626

----- 2015 -----						----- 2014 -----						
Object	Budget	Actual	Encumbered	Balance	% Used		Budget	Actual	Encumbered	Balance	% Used	Fiscal
200 Benefits	0	2,884,652	95,881	-2,980,534			0	861,823	2,945,374	-3,807,197		5,068,601
300 Purchased Services	0	0		0			0	0		0		701
900 Other objects	9,500,000	0		9,500,000	0.00		9,500,000	0		9,500,000	0.00	3,692,500
Total Expenditures	9,500,000	2,884,652	95,881	6,519,466	31.37		9,500,000	861,823	2,945,374	5,692,803	40.08	8,761,802
Net Revenue/Expenses	543,000	-2,755,922					500,000	-851,271				2,899,824
Fund Balance - Ending	12,234,967	8,936,045					9,291,235	7,939,964				11,692,067

Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 81 Recreation Services Program

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	186,560	186,560			232,729	232,729			
200 Local revenues	420,000	387,292	32,708	92.21	428,000	20,255	407,745	4.73	422,465
Total Revenues	420,000	387,292	32,708	92.21	428,000	20,255	407,745	4.73	422,465

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	312,039	125,291		186,749	40.15	306,779	113,602		193,177	37.03	272,632
200 Benefits	151,828	51,077		100,751	33.64	141,231	44,676		96,555	31.63	141,462
300 Purchased Services	45,400	12,406	7,346	25,648	43.51	45,400	11,262	7,858	26,280	42.11	35,661
400 Supplies	23,959	1,296	0	22,663	5.41	23,959	2,364	120	21,475	10.37	8,690
500 Capital Outlay	7,680	0		7,680	0.00	7,680	0	7,680	0	100.00	7,680
900 Other objects	4,000	614	0	3,386	15.36	4,000	976		3,024	24.40	2,509
Total Expenditures	544,907	190,684	7,346	346,877	36.34	529,050	172,880	15,658	340,511	35.64	468,634
Net Revenue/Expenses	-124,907	196,608				-101,050	-152,625				-46,169
Fund Balance - Ending	61,654	383,168				131,679	80,104				186,560

Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 82 Athletic Venues

----- 2015 -----						----- 2014 -----				
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	5,059	5,059				4,117	4,117			
200 Local revenues	29,125	19,274	9,851	66.18		29,125	14,074	15,051	48.32	22,652
Total Revenues	29,125	19,274	9,851	66.18		29,125	14,074	15,051	48.32	22,652

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	10,000	8,593		1,407	85.93	10,000	4,698		5,302	46.98	12,404
200 Benefits	0	477		-477		0	559		-559		1,486
300 Purchased Services	10,000	5,340		4,660	53.40	10,000	2,602		7,398	26.02	7,153
400 Supplies	380	1,582	418	-1,619	525.88	380	667		-287	175.42	667
Total Expenditures	20,380	15,992	418	3,970	80.52	20,380	8,527		11,853	41.84	21,711
Net Revenue/Expenses	8,745	3,282				8,745	5,547				942
Fund Balance - Ending	13,804	8,341				12,862	9,665				5,059

Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 83 Community Services Program

----- 2015 -----					----- 2014 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	1,768,941	1,768,941			1,249,488	1,249,488			
200 Local revenues	1,130,000	1,130,000	0	100.00	1,130,000	0	1,130,000	0.00	1,130,000
900 Revenue adjustments	0	0	0		0	30	-30		30
Total Revenues	1,130,000	1,130,000	0	100.00	1,130,000	30	1,129,970	0.00	1,130,030

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	239,180	87,654		151,526	36.65	231,013	98,592		132,421	42.68	221,863
200 Benefits	68,460	22,091		46,369	32.27	65,819	28,811		37,009	43.77	62,247
300 Purchased Services	284,373	5,045	62	279,266	1.80	293,278	14,983	70,289	208,006	29.08	292,609
400 Supplies	35,446	9,725	15,026	10,695	69.83	34,252	16,589	3,774	13,889	59.45	33,859
500 Capital Outlay	396,932	0		396,932	0.00	396,932	0		396,932	0.00	0
900 Other objects	0	0		0		0	0		0		0
Total Expenditures	1,024,392	124,515	15,089	884,788	13.63	1,021,295	158,975	74,063	788,257	22.82	610,578
Net Revenue/Expenses	105,608	1,005,485				108,705	-158,945				519,452
Fund Balance - Ending	1,874,549	2,774,426				1,358,194	1,090,543				1,768,941

Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2014 - 2015 Fund Summary Budget

For the Period Ended 11/30/2014

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Fund 85 CLC After School Program

----- 2015 -----						----- 2014 -----				
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	72,465	72,465				78,344	78,344			
200 Local revenues	0	0	0			0	4,629	-4,629		6,215
500 Intermediate revenues	0	350	-350			0	315	-315		3,160
Total Revenues	0	350	-350			0	4,944	-4,944		9,375

----- 2015 -----						----- 2014 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
300 Purchased Services	16,400	0		16,400	0.00	16,400	0		16,400	0.00	15,255
Total Expenditures	16,400	0		16,400	0.00	16,400	0		16,400	0.00	15,255
Net Revenue/Expenses	-16,400	350				-16,400	4,944				-5,879
Fund Balance - Ending	56,065	72,814				61,944	83,288				72,465

Kenosha Unified School District No 1 Budget to Actual Comparison Report

2014 - 2015 District Summary Budget

For the Period Ended 11/30/2014

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All Funds

Source	----- 2015 -----				----- 2014 -----				
	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	70,063,729	70,063,729			40,062,793	40,062,793			
100 Operating Transfers In	33,065,188	3,464,662	29,600,526	10.48	33,049,164	7,375,521	25,673,643	22.32	33,139,089
200 Local revenues	94,287,020	91,322,234	2,964,786	96.86	98,301,744	2,162,277	96,139,468	2.20	98,115,711
300 Interdistrict revenues	350,000	0	350,000	0.00	370,000	0	370,000	0.00	341,003
500 Intermediate revenues	20,383	478	19,905	2.34	39,376	586	38,791	1.49	20,480
600 State aid	168,278,797	23,232,537	145,046,260	13.81	162,146,796	23,349,997	138,796,799	14.40	163,043,195
700 Federal aid	27,801,501	1,655,940	26,145,561	5.96	25,878,455	1,722,189	24,156,266	6.65	24,802,856
800 Debt proceeds	0	503	-503		23,306,812	23,309,285	-2,473	100.01	23,408,067
900 Revenue adjustments	11,413,258	647,935	10,765,323	5.68	12,407,810	1,010,587	11,397,223	8.14	14,300,325
Total Revenues	335,216,147	120,324,288	214,891,859	35.89	355,500,157	58,930,441	296,569,715	16.58	357,170,728

Object	----- 2015 -----					----- 2014 -----					
	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	151,889,429	50,767,290		101,122,139	33.42	148,523,636	49,291,082	1,760	99,230,794	33.19	144,854,920
200 Benefits	75,814,024	24,565,893	97,959	51,150,172	32.53	70,433,674	20,312,512	2,946,844	47,174,318	33.02	73,959,789
300 Purchased Services	39,310,053	14,444,683	2,526,281	22,339,089	43.17	31,610,055	8,462,637	3,298,492	19,848,927	37.21	28,628,249
400 Supplies	17,744,212	6,776,298	4,166,760	6,801,154	61.67	18,235,535	5,965,929	3,913,145	8,356,461	54.17	14,882,103
500 Capital Outlay	2,478,386	1,663,170	112,141	703,075	71.63	2,661,873	952,191	193,189	1,516,493	43.03	2,466,601
600 Debt Services	17,944,248	2,531,763		15,412,485	14.11	24,385,782	9,208,577	17,000	15,160,205	37.83	24,366,446
700 Insurance	736,164	486,197	50	249,917	66.05	970,207	530,675		439,532	54.70	653,038
800 Operating Transfers Out	33,065,188	3,464,662		29,600,526	10.48	33,049,164	7,375,521		25,673,643	22.32	33,139,089
900 Other objects	10,714,072	145,324	11,798	10,556,950	1.47	10,463,766	154,229	3,127	10,306,410	1.50	4,220,463
Total Expenditures	349,695,776	104,845,282	6,914,988	237,935,506	31.96	340,333,693	102,253,353	10,373,557	227,706,783	33.09	327,170,699
Net Revenue/Expenses	-14,479,629	15,479,007				15,166,464	-43,322,912				30,000,029
Fund Balance - Ending	55,584,101	85,542,736				55,229,256	-3,260,119				70,063,829

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A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Mr. Kunich was called to order at 7:02 P.M. with the following Committee members present: Mr. Bryan, Mrs. Snyder, Mrs. Burns, Ms. Butler, Mrs. Hamilton, Mrs. Stephens, and Mr. Kunich. Dr. Savaglio-Jarvis was also present. Mrs. Morrison was excused. Mrs. Dahl, Mr. Riley, and Ms. Connor were absent.

Approval of Minutes – September 9, 2014 Personnel/Policy, October 14, 2014 Joint Audit/Budget/Finance and Personal/Policy, and October 14, 2014 Personnel/Policy

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

School Board Policy 1131 – Memorials and Dedications Within Schools

Dr. Savaglio-Jarvis presented School Board Policy 1131 – Memorials and Dedications Within Schools. At the August 12, 2014 Personnel/Policy committee meeting, proposed revisions were offered by Mr. Flood. Administration recommended various changes to the policy language for clarity and consistency.

Mr. Bryan moved to forward School Board Policy 1131 – Memorials and Dedications Within Schools to the school board for consideration of a first reading on November 25, 2014 and a second reading on December 16, 2014. Mrs. Snyder 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

There were no future agenda items noted.

Mrs. Burns moved to adjourn this meeting. Mrs. Snyder seconded the motion. Unanimously approved.

Meeting adjourned at 7:06 P.M.

Kathleen DeLabio
Executive Assistant



A joint meeting of the Kenosha Unified Personnel/policy and Curriculum/Program Committees chaired by Mr. Kunich was called to order at 7:07 P.M. with the following Committee members present: Mr. Bryan, Mrs. Snyder, Mrs. Burns, Ms. Butler, Mrs. Hamilton, Mrs. Stephens, Mr. Kunich. Mr. Wade, Mrs. Daghfal, Mrs. Karabetsos, Mrs. Kenefick, Mrs. Santoro, Mrs. Renish-Retelis, Mrs. Wickersheim and Mr. Wojceichowicz. Dr. Savaglio-Jarvis was also present. Mrs. Morrison and Ms. Stevens were excused. Mrs. Dahl, Mr. Riley, Ms. Connor and Mr. Belotti were absent.

Approval of Minutes – September 9, 2014 Joint Personnel/Policy and Curriculum/Program

Mrs. Daghfal moved to approve the minutes as contained in the agenda. Mrs. Stephens seconded the motion. Unanimously approved.

School Board Policy 1950 – Relations with Wisconsin Interscholastic Athletics Association and Policy 6770 – Interscholastic Athletics

Ms. Julie Housaman, Interim Assistant Superintendent of Teaching and Learning and Mr. Steven Knecht, Coordinator of Athletics/Physical Education, presented School Board Policy 1950 – Relations with Wisconsin Interscholastic Athletics Association and Policy 6770 – Interscholastic Athletics.

Policy 1950, Relations with Wisconsin Interscholastic Athletics Association, describes the relationship Kenosha Unified School District has with the Wisconsin Interscholastic Athletic Association. At the June 24, 2014, regular school board meeting, Kenosha Unified School District Board of Education voted to break ties with the Wisconsin Interscholastic Athletic Association at the middle school level. Therefore, middle school athletics needs to be stricken from the policy.

Policy 6770, Interscholastic Athletics, contains a set of rules titled “Guidelines for Interscholastic Athletics.” Rule 3 needs clarity as to who is eligible to compete on athletic teams in the Kenosha Unified School District. Adding the phrase “full-time Kenosha Unified School District” to this rule clarifies the interpretation of Rule 3 and illustrates that the privilege of participation in athletics shall be awarded to Kenosha Unified School District students.

Administration recommended that the Curriculum/Program Standing Committee and the Personnel/Policy Standing Committee forward the recommendation for changes in Policy 1950 and Rule 3 of Policy 6770 to the Board of Education for consideration of a first and second reading.

Mr. Bryan moved to forward School Board Policy 1950 – Relations with Wisconsin Interscholastic Athletics Association to the school board for consideration of a first and second reading. Mrs. Wickersheim seconded the motion. Unanimously approved.

Mrs. Burns moved to forward School Board Policy 6770 - Interscholastic Athletics to the school board for consideration of a first and second reading. Mrs. Kenefick seconded. Unanimously approved.

Future Agenda Items

There were no future agenda items noted.

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

Meeting adjourned at 7:23 P.M.

Kathleen DeLabio
Executive Assistant

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

January 13, 2015
Personnel/Policy Committee

POLICY 3810 – EMPLOYEE USE OF DISTRICT EQUIPMENT

Background:

Policy 3810 is being revised to prohibit employee use of district equipment for personal purposes inside or outside of the district. The current version of the policy allows for personal use provided the employee received prior approval from their immediate supervisor and department head or building administrator or from the superintendent of schools for items valued at over \$1,000.

Since all district equipment is purchased in some manner with public monies, the personal use by employees is not appropriate. In addition, personal use of school district equipment by employees creates an unnecessary potential liability issue in regards to replacement of the equipment if damaged or any injuries that may arise due to the use of the equipment for non-district purposes.

This policy is also being revised to require only building principal or department head approval to use district equipment outside of district owned buildings for district job-related purposes. This more accurately reflects our current practices as superintendent approval is neither necessary nor practical in most cases.

This policy does not apply to technology-related equipment such as laptop computers or cell phones. Use of technology-related equipment is governed by Policy 3535, Technology Acceptable Use.

Administrative Recommendation:

Administration recommends that the Personnel/Policy Committee forward revised Policy and Rule 3810 – Employee Use of District Equipment to the school board for consideration of a first reading on January 27, 2015 and a second reading on February 24, 2015.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

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

POLICY 3810
EMPLOYEE USE OF DISTRICT EQUIPMENT
(Other Than Technology Equipment)

Employees may use ~~D~~district equipment outside of ~~the D~~district ~~schools-owned buildings~~ for ~~job-related~~ purposes ~~related to KUSD job duties and tasks so long as they acquire with the~~ written **prior** approval of the Superintendent of Schools or designee **their building principal or department head.**

Employees are prohibited from using ~~d~~district equipment for personal purposes inside or outside of the ~~d~~district **owned buildings.** ~~unless written approval is obtained from the Superintendent or designee.~~

LEGAL REF.: Wisconsin Statutes

Sections 120.12(1) [Board duty; care, control and management of district property]
120.13(17) [Board power; temporary use of school facilities or equipment]

CROSS REF.: 1330 ~~Use of School Facilities and Grounds~~ **Facilities Use**

1350 Use of District Equipment by Community Groups

3535 ~~Electronic Communications~~ **Technology Acceptable Use**

3811 ~~Use of District Owned Technology Equipment by Employees Off District~~
~~Premises~~

~~ADMINISTRATIVE REGULATIONS: 3811 Use of District Owned Technology Equipment Off~~
~~District Premises~~

APPROVED: March 26, 1991

REVISED: October 28, 2003
December 18, 2007

RULE 3810

~~EMPLOYEE USE OF DISTRICT EQUIPMENT~~
~~(Other Than Technology Equipment)~~

~~An employee wishing to use District equipment outside of the District schools must complete a "Request for Use of District Equipment" form and obtain the appropriate approval signatures from his/her immediate supervisor and the department head or building administrator. Use of equipment with a replacement value of \$1,000 or more must have the written approval of the Superintendent of Schools/designee.~~

~~The "Request for Use of District Equipment" form shall provide assurance that the employee making the request for use of District equipment accepts full and unconditional responsibility for any equipment damage or loss and will reimburse the District within a reasonable time for the applicable repair/replacement cost.~~

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**Kenosha Unified School District
Kenosha, Wisconsin**

**January 13, 2015
Personnel/Policy Standing Committee Meeting**

SCHOOL BOARD POLICY AND RULE 3531.1—COPYRIGHTED MATERIALS

Background

The current Policy 3531.1—Copyrighted Materials—was last revised in 2007. With technology evolving in the educational world, some components of the policy have become outdated, and new verbiage needs to be included. Digital technology has changed the way teachers teach and students learn, and copyright law has become a top focus within digital citizenship. Efforts have begun to protect learning and works by identifying the role of copyright in the educational environment. District library media and instructional technology staff provide professional development and learning opportunities regarding copyright guidelines throughout the school year. Communications through social media and video broadcasting will be adhering to appropriate copyright practices as well.

A team of administrators, library media teachers, and instructional technology teachers met in summer 2014 to update Policy 3531.1 and the accompanying Rule 3531.1 (Appendix A).

Recommendation

Administration recommends that the Personnel/Policy Standing Committee forward the revised Kenosha Unified School District Policy 3531.1—Copyrighted Materials—to the full board for approval as a first reading on January 27, 2015, and a second reading on February 24, 2015.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mrs. Julie Housaman
Interim Assistant Superintendent of Teaching and Learning

Mrs. Tanya Ruder
Executive Director of Community Partnerships and Media Relations

Mrs. Ann Fredriksson
Coordinator of Library Media and Instructional Technology

POLICY 3531.1
COPYRIGHTED MATERIALS

The ~~D~~district recognizes and respects intellectual property rights. Therefore, the ~~D~~district shall require all employees and students to comply with copyright laws.

Members of the learning community who choose to use copyrighted materials are individually responsible for making a good faith determination as to whether the use falls within the “fair use” exemption. When necessary, users shall obtain written permission of copyright owners for the use of their work.

Violation of this policy may result in disciplinary action. In addition, employees and students who violate copyright laws ~~may~~ **will** be held individually responsible for infringement and ~~may be~~ subject to civil penalties and/or criminal sanctions.

The district will not be responsible for any copyright infringement or other costs incurred by the responsible individual.

LEGAL REF-ERENCE: Wisconsin Statutes

Section 943.70 {(Computer crimes)}

Federal Copyright Act (Title 17 of the U.S. Code) [~~F~~federal copyright provisions, including “fair use”]

Technology, Education, and Copyright Harmonization Act (TEACH Act)

[~~C~~opyright provisions related to transmissions of performances and displays of copyrighted materials]

Digital Millennium Copyright Act {(Distance education copyright provisions)}

CROSS REF-ERENCE: 3535,—Electronic Communications

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

6600,—Instructional Resources

6610,—Selection of Instructional Materials

6620,—Library Resources

6633,—Use of Internet System

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: November 22, 2005

REVISED: December 18, 2007

February 24, 2015

RULE 3531.1
COPYRIGHTED MATERIALS

1. The ~~D~~**D**istrict is committed to complying with all laws pertaining to copyright. In addition to maintaining exclusive rights to creators of protected works, the federal Copyright Act also creates exceptions to those rights. “Fair use” and educational and library uses are permitted when specific criteria are met.
2. ~~“Fair use”~~ Section 107 of the Copyright Act ~~provides~~ **explains** that the ~~“Fair Use”~~ of a copyrighted work is not an infringement of copyright. There are four factors involved in determining whether the use can be considered "fair use," and all four factors must be considered in order to determine the “fair use.” The four factors are:
 - A. - The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes-
 - B. - The nature of the copyrighted work-
 - C. - The amount and substantiality of the portion used in relation to the copyrighted work as a whole-
 - D. - The effect of the use upon the potential market for or value of the work-
3. **The district regards academic honesty as vital to the academic, social, and emotional development of all students. Academic honesty requires that all academic work is the legitimate, truthful effort, and product of the student. Plagiarism in any form is not permitted, which is taking someone else’s work (idea, image, writing, or multimedia) without giving credit to the source of the work.**
4. ~~3. Use of Copyrighted Materials in Distance Education Courses—~~The use of certain copyrighted materials in distance education courses, ~~without permission by faculty and students,~~ is permitted ~~According to the Technology, Education and Copyright Harmonization (TEACH) Act (TEACH Act), —~~ **It is not copyright infringement for faculty and students of accredited, nonprofit education institutions to transmit performances or display copyrighted works as part of a course if certain conditions are met. If these conditions are not or cannot be met, use of the material will have to qualify as a “fair use” or, permission from the copyright holder must be obtained.**
5. ~~4. Library Use of Copyrighted Materials—~~Under certain conditions, school libraries may reproduce copyrighted works. Photocopies made for library use are not to be used for any purpose other than private study, scholarship, or research.
5. ~~Use of Peer to Peer File Sharing—~~The District expects all employees and students to use electronic communications and computer resources made available through the District in a responsible way and to comply with copyright laws relative to such use. ~~Peer to peer file sharing is not allowed.~~
6. ~~Computer Operating Systems and, software, and cloud computing services—~~These 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 a given time. ~~All software loaded on an individual computer or file server must be in compliance with the license agreement. The use of cloud computing services and software on individual devices or servers~~

must be in compliance with the license agreements. The person ~~responsible for~~ **assigned to the computer device** is responsible to make certain that no unauthorized software is loaded on the ~~equipment.~~ **device, and only authorized cloud computing services are used.**

7. ~~Educational Multimedia~~—“Fair use” guidelines apply to student- or teacher-created multimedia projects incorporating copyrighted works. “Fair use” ends when the multimedia project creator (educator or student) releases the project for general use, such as when others access it over the Internet or on a non-closed circuit distribution system. If broader dissemination occurs, the creator must then obtain permissions for all copyrighted portion and must include on the opening screen of the program that their presentation has been prepared under the “fair use” exemption of the U.S. Copyright Law and is restricted from further use.
8. **Copyrighted material may not be hosted on any district website or used as an attachment or link without permission from the creator. Reproduction or use of copyrighted materials is acceptable either with the written permission of the copyright holder or within the bounds of the “fair use” guidelines provided in the copyright law.**
9. ~~8. Web Page Information~~—Web-based material is copyrighted just as print and ~~audiovisual~~ **multimedia** materials are, and “fair use” guidelines apply.

KENOSHA UNIFIED SCHOOL DISTRICT

January 13, 2015

Personnel/Policy Standing Committee

Policy 5260 –Open Enrollment - Full Time

Policy 5260 – Open Enrollment - Full Time addresses the state mandate of providing open enrollment opportunities to nonresident students. Currently, the Wisconsin Department of Public Instruction requires non-resident districts to designate regular and special education spaces at the January school board meeting. This timeline has the potential to affect the educational offerings and continued enrollment for students who begin the school year as a resident district student, but become a tuition waiver student due to a move outside of the resident district at some point during the school year. The parents/guardians may apply for a tuition waiver if the family moves outside the district during a particular school year but would like to continue to attend the district. This rule prevents the district or parent from any tuition costs while the district retains enrollment recognition for state aid reporting purposes for that school year. Tuition waiver students have enrollment rights to remain enrolled for the current year. If the student wishes to continue to attend in future years, he/she must apply and be approved through open enrollment.

Students who become tuition waiver students prior to the open enrollment space allocation would receive preference for any board-approved spaces; however, this does not guarantee these students a designated open enrollment space. This recommended policy revision would guarantee an open enrollment approval for tuition waiver students who submit a valid open enrollment application prior to the start of the upcoming school year. The Department of Public Instruction has revised its resources to allow for a local policy guarantee for tuition waiver students, but the policy must be in place prior to the space allocation vote in January. Students who receive approval through this process will not impact the board approved open enrollment spaces for other applicants. This guarantee does not overrule the special education, habitually truant, or expulsion criteria that currently exist for denial reasons.

Administrative Recommendation:

Administration recommends that the Personnel/Policy Standing Committee forward the proposed revisions to Policy and Rule 5260 – Open Enrollment - Full Time to the board of education for approval as a simultaneous first and second reading at the January 27, 2015 regular school board meeting.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Kristopher Keckler
Executive Director of Information & Accountability

POLICY 5260
OPEN ENROLLMENT – FULL TIME

Nonresident Students Attending School in the District

A nonresident student residing within the State of Wisconsin may apply for full-time enrollment in a Kenosha Unified School District school under the public school open enrollment program in accordance with state law and established procedures. The District shall use the following criteria when accepting or rejecting a nonresident student's application for full-time enrollment:

1. The District shall consider the availability of space in the schools and classrooms within the District, student-teacher ratios including educational assistant ratios, and enrollment projections. Space availability decisions shall be made in accordance with District policies and procedures.
2. The District shall not enroll a student if that student was habitually truant from the nonresident school district during any semester of attendance at the nonresident district in the current or previous school year.
3. The District shall not enroll a student during the term of the student's expulsion from another school district. Further, the District shall not enroll a student who has been expelled from another district during the preceding two school years or has disciplinary proceedings pending for endangering the health, safety, or property of others, conveying or causing to be conveyed any threat made to destroy any school property by means of explosives, or possessing a dangerous weapon while at school or under the supervision of a school authority. If any of these disciplinary actions occur after initial acceptance of the student and prior to the beginning of the school year in which the student first enrolls in the Kenosha Unified School District, the student's enrollment shall be denied.
4. A student with special education needs will be considered for enrollment only if the special education program or services described in the student's individual educational program (IEP) are currently available in the District and there is space available in the required program. When determining space availability, consideration shall be given to class size limits, teacher-student ratios and enrollment projections. If a nonresident student's IEP changes after the student begins attending school in the Kenosha Unified School District and the special education program or services required by the IEP are not available in the District or there is no space available in the special education program identified in the IEP, the District shall deny the student's continued enrollment in the District.
5. A student who has been screened for possible disability and need for special education by the student's resident district or who has been identified or reported as a student with a disability and need for special education, but not yet evaluated by an IEP Team in the resident district, shall be considered for enrollment only after the student's resident district completes the evaluation process. Upon completion of the IEP Team evaluation process, the District shall consider the open enrollment application as per item (4) above.

The Kenosha Unified School District shall give preference in accepting full-time open enrollment applications to nonresident students already attending school in the District and their siblings. If the District receives more nonresident student applications for a particular grade, program or school than there are available spaces, students will be accepted for enrollment on a random basis.

POLICY 5260
OPEN ENROLLMENT FULL TIME
Page 2

Once accepted for enrollment, the District shall assign the nonresident student to a school or program in accordance with District policies and procedures. The District shall give preference in attendance at a school, program, class or grade to resident students who live outside the school's attendance area.

No nonresident open enrollment student shall be required to reapply more than one time, except for:

- All nonresident open enrollment students attending elementary school in the District shall be required to reapply for enrollment prior to admission to middle school.
- All nonresident open enrollment students who come into the district on open enrollment at the middle school level will need to reapply for open enrollment at the high school level.

Student transportation shall be the responsibility of the student's parent(s)/guardian(s) or the adult student except as otherwise required by law.

Nonresident open enrollment students attending a school or program in the District have all the rights and privileges of resident students and are subject to the same rules and regulations as resident students.

Nonresident open enrollment students may have their enrollment terminated due to habitual truancy. The definitions and notifications for open enrolled habitual truant students will be consistent with those of resident students (KUSD Policy 5310). The resident school district of open enrolled students will also receive these notifications.

Nonresident students that attend a school that does not offer WIAA athletics will be assigned, on a lottery basis, a WIAA-eligible school for sports, extra-curricular activities and fine arts.

The School Board shall guarantee open enrollment approval to resident Kenosha Unified Students who become tuition waiver students at any point during the school year. Students who become tuition waiver students will have to submit an open enrollment application during the earliest available open enrollment application window. Tuition waiver students will not impact open enrollment space allocations approved by the Board.

Resident Students Attending School Outside the District

Except as otherwise provided, any student residing in the Kenosha Unified School District shall be allowed to attend public school in another district on a full-time basis if the student has filed the appropriate application with that school district and has been accepted for enrollment. The District shall deny a student's enrollment in another district only under the following conditions:

1. The District shall deny a student from attending school in another district, or continuing to attend school in another district, if the costs of special education services required in the student's IEP would place an undue financial burden on the District. The Kenosha Unified School District will provide an appropriate educational program to meet the student's needs in such cases.

The student's parent(s)/guardian(s) or the adult student shall be responsible for providing student transportation to and from the nonresident district.

A resident student attending school outside the district under open enrollment may not be allowed to take courses or participate in extra curricular activities in the resident district.

LEGAL REF.: Wisconsin Statutes

- Sections 118.13 (Student discrimination prohibited)
- 118.15 (Compulsory school attendance)
- 118.16 (School attendance enforcement)
- 118.51 (Full-time open enrollment)
- 121.84 (Tuition Waiver)**
- Chapter 115, Subchapter V (Special education program requirements)

- CROSS REF.:** 4351.1 Teaching Load
- 5110 Equal Educational Opportunities
 - 5120 Student Enrollment Reporting
 - 5200 School Admissions
 - 5210 Entrance Age
 - 5220 Nonresident Students (Excluding Open Enrollment)
 - 5250 Emancipated Minors
 - 5270 Open Enrollment – Part Time
 - 5310 Student Attendance
 - 5320 School Attendance Areas
 - 5330 Assignment of Students to Schools
- Program and Procedure Manual for Special Education and Student Support

- AFFIRMED:** January 27, 1998
May 27, 2008
January 25, 2011
February 28, 2013

Kenosha Unified School District

Kenosha, WI

January 13, 2015

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Appointment	Braun	Anthony	Washington Middle School	Grade 6 Math	Instructional	12/04/2014	1	\$39,106.00
Appointment	Hoff	Denise	Lance Middle School	Special Education	ESP	01/06/2015	1	\$15.33
Appointment	James	Shay	Lincoln Middle School	Student Support Specialist	Miscellaneous	12/08/2014	1	\$16.26
Appointment	Dean	Kristina	Nash Elementary School	Head Secretary	Secretarial	01/05/2015	1	\$19.10
Early Retirement	Adamowicz	Susan	Indian Trail Academy	Information/Health Services	ESP	06/11/2015	1	\$23,337.72
Resignation	Barnard	Adam	Indian Trail Academy	Security	ESP	01/05/2015	1	\$15.33
Resignation	Glass	Sheronda	Business Services	Executive Director of Business Services	Administration	12/16/2014	1	\$147,309.00
Separation	Burgher	Amy	HR Leave Status	HR Teacher on Leave	Instructional	12/01/2014	1	\$60,497.00
Separation	Tomasello-Nowak	Jamie	HR Leave Status	HR Teacher on Leave	Instructional	12/08/2014	1	\$67,218.00

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A joint meeting of the Kenosha Unified Personnel/policy and Curriculum/Program Committees chaired by Mr. Kunich was called to order at 7:07 P.M. with the following Committee members present: Mr. Bryan, Mrs. Snyder, Mrs. Burns, Ms. Butler, Mrs. Hamilton, Mrs. Stephens, Mr. Kunich. Mr. Wade, Mrs. Daghfal, Mrs. Karabetsos, Mrs. Kenefick, Mrs. Santoro, Mrs. Renish-Retelis, Mrs. Wickersheim and Mr. Wojceichowicz. Dr. Savaglio-Jarvis was also present. Mrs. Morrison and Ms. Stevens were excused. Mrs. Dahl, Mr. Riley, Ms. Connor and Mr. Belotti were absent.

Approval of Minutes – September 9, 2014 Joint Personnel/Policy and Curriculum/Program

Mrs. Daghfal moved to approve the minutes as contained in the agenda. Mrs. Stephens seconded the motion. Unanimously approved.

School Board Policy 1950 – Relations with Wisconsin Interscholastic Athletics Association and Policy 6770 – Interscholastic Athletics

Ms. Julie Housaman, Interim Assistant Superintendent of Teaching and Learning and Mr. Steven Knecht, Coordinator of Athletics/Physical Education, presented School Board Policy 1950 – Relations with Wisconsin Interscholastic Athletics Association and Policy 6770 – Interscholastic Athletics.

Policy 1950, Relations with Wisconsin Interscholastic Athletics Association, describes the relationship Kenosha Unified School District has with the Wisconsin Interscholastic Athletic Association. At the June 24, 2014, regular school board meeting, Kenosha Unified School District Board of Education voted to break ties with the Wisconsin Interscholastic Athletic Association at the middle school level. Therefore, middle school athletics needs to be stricken from the policy.

Policy 6770, Interscholastic Athletics, contains a set of rules titled “Guidelines for Interscholastic Athletics.” Rule 3 needs clarity as to who is eligible to compete on athletic teams in the Kenosha Unified School District. Adding the phrase “full-time Kenosha Unified School District” to this rule clarifies the interpretation of Rule 3 and illustrates that the privilege of participation in athletics shall be awarded to Kenosha Unified School District students.

Administration recommended that the Curriculum/Program Standing Committee and the Personnel/Policy Standing Committee forward the recommendation for changes in Policy 1950 and Rule 3 of Policy 6770 to the Board of Education for consideration of a first and second reading.

Mr. Bryan moved to forward School Board Policy 1950 – Relations with Wisconsin Interscholastic Athletics Association to the school board for consideration of a first and second reading. Mrs. Wickersheim seconded the motion. Unanimously approved.

Mrs. Burns moved to forward School Board Policy 6770 - Interscholastic Athletics to the school board for consideration of a first and second reading. Mrs. Kenefick seconded. Unanimously approved.

Future Agenda Items

There were no future agenda items noted.

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

Meeting adjourned at 7:23 P.M.

Kathleen DeLabio
Executive Assistant

A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Snyder was called to order at 7:25 P.M. with the following Committee members present: Mr. Wade, Mrs. Daghfal, Mrs. Karabetsos, Mrs. Kenefick, Mrs. Santoro, Mrs. Renish-Ratelis, Mrs. Wickersheim, and Mr. Wojciechowicz. Dr. Savaglio-Jarvis was also present. Ms. Stevens was excused and Mr. Belotti was absent.

Mrs. Snyder thanked Mrs. Coleman for chairing the meeting last month and welcomed new committee members.

Approval of Minutes – October 14, 2014 Curriculum/Program

Mrs. Daghfal moved to approve the minutes as presented. Mrs. Santoro seconded the motion. Unanimously approved.

Summer School 2014 Update and Summer School 2015 Program Recommendations

Ms. Housaman and Ms. Debra Giorno, Assistant Principal at Bullen Middle School, presented the Summer School 2014 Update and Summer School 2015 Program Recommendations. They provided an overview of the elementary, middle and high school programs as well as the Life, Learning and Leisure program, the Fine Arts program and the Recreation Department summer activities for children.

Ms. Giorno answered questions. There was discussion on benefits of doing a comparison of MAP scores of those students who participated vs. those who did not. There was also discussion on the reasons for the increase in high school summer school attendance.

Mr. Wade moved to forward the proposed dates and budget for Summer School 2015 to the full Board for approval. Mrs. Daghfal seconded the motion. Unanimously approved.

Reuther Central High School – Bradford High School Athletic Cooperative Agreement

Ms. Housaman and Mr. Knecht presented the Reuther Central High School – Bradford High School Athletic Cooperative Agreement.

Mr. Knecht reported that in 1982 the WIAA made an amendment to their constitution, bylaws, and rules of eligibility which permitted member schools to have cooperative teams. Cooperative teams permitted member schools to join together and support an athletic program in order to have a team exist.

To date, Reuther participates with no other school on a cooperative team and provides only a boys' and a girls' basketball program for its students. Over the past three years, more students at Reuther are becoming interested in participating in sports other than

basketball, and no other opportunity is available to them for participation. In order to provide its students with extra-curricular opportunities beyond basketball, Reuther administration is requesting a cooperative agreement with Bradford in all sports other than boys' and girls' basketball.

Mr. Knecht recommended that the Curriculum/Program Committee forward this report to the Kenosha Unified School District Board of Education for approval to apply for a cooperative membership between Reuther Central High School and Bradford High School for all sports except for boys' and girls' basketball.

Mrs. Kenefick moved to forward the Reuther Central High School – Bradford High School Athletic Cooperative Agreement to the school board for approval to apply for a cooperative membership between Reuther Central High School and Bradford High Schools for all sports except for boys' and girls' basketball. Mr. Wade seconded the motion. Unanimously approved.

Information Item

Dr. Floyd Williams, Assistant Superintendent of Elementary School Leadership, Ms. Nola Starling-Ratliff, Principal of Roosevelt Elementary School, Ms. Diane Woods, IB Coordinator and Ms. Sarah Aguilar, Instructional Coach, presented the Roosevelt Elementary International Baccalaureate Program Update. and showed a PowerPoint presentation which covered the mission, learner profile, fitting it all together--IB/district curriculum/common core, inquiry based learning, program of inquiry, inquiry book study, global awareness, a world of geography, Chinese language and culture grant. Ms. Woods distributed IB brochures.

Questions from committee members were answered. Dr. Savaglio-Jarvis and Dr. Williams noted the need for strategic consideration of expansion of the IB program to the secondary level.

There was discussion on staffing/budget ramifications of adding a foreign language teacher. Dr. Savaglio-Jarvis noted the world language committee is currently meeting and values expansion of world language opportunities.

Future Agenda Items

Ms. Housaman indicated the copyright policy will be brought forward for future consideration.

Mrs. Daghfal moved to adjourn the meeting. Mrs. Santoro seconded the motion. Unanimously approved.

Meeting adjourned at 8:07 P.M.

Kathleen DeLabio
Executive Assistant

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

January 13, 2015
Curriculum/Program Standing Committee

FOUR-YEAR GRADUATION RATE – COHORT ANALYSIS

(School Year 2013-14 Graduation Class of 2014)

Executive Summary

Administration presented the first cohort analysis of graduation trends to the Kenosha Unified School Board beginning with School Year 1994-95. This cohort analysis is the nineteenth annual report to the Kenosha Unified School Board. It provides a “base cohort” illustrating the progress of students from their initial assignment as a ninth grader on the Official Third Friday Count Day in SY 2010-11 until the end of summer school four school years later in August 2014. Additionally, the graduation “base cohort” of the Class of 2013 was examined in terms of its progress during the year following its designated graduation year (fifth year) along with the Class of 2012 after two years (sixth year).

The cohort graduation rate presented in this report is slightly different than the rate published by the Wisconsin Department of Public Instruction (DPI). Beginning in 2009-10, DPI reported a 4-year cohort graduation rate which includes all students who have been assigned to a *Wisconsin* public school cohort and were last enrolled in KUSD during the 4-year time period, whether or not the student *began* in KUSD in their ninth grade year. Additionally, DPI’s graduation rate is a factor in two priority areas of the new Accountability School and District Report Card: Closing Gaps and On-Track and Postsecondary Readiness. For the school and district report cards, DPI provides data on the 4-year cohort and the 6-year cohort graduation rates. DPI’s WISEDash portal also includes a 5-year rate. This KUSD cohort report will align with the DPI model of presenting a 4-year, 5-year and 6-year graduation rate.

Beginning in SY 2010-11, new federal guidelines regarding student race and ethnicity were implemented. In the past, parents/guardians were required to categorize their child in one of the following ethnic groups: Asian, Black/African American, Hispanic, Native American, and White. The new guidelines apply a two-part question format, first whether or not the student is Hispanic/Latino **and** then selecting one or more of the following races: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and White. The students of the Class of 2014 will utilize the new race/ethnicity categories whereas previous cohort will use the former categories.

It should be noted that a few changes regarding high school completion were put in place during the recent past. In April 2012, the Kenosha Unified Rule 6456 *Graduation Requirements* was updated. Effective for the Class of 2013 was a change in the high school graduation credit requirement, which reduced the required number of credits from 26 to 23. The minimum credits for Social Studies, Math and Science were each reduced from 4 to 3 credits. Currently,

Wisconsin High School Graduation Standards contain a minimum requirement of 3 credits for Social Studies, 2 credits each for Math and Science, and 21.5 credits overall. Rule 6456 also added a Community/Service Learning requirement beginning with the Class of 2013 and an Online Learning Experience beginning with the Class of 2016. Another change was implemented in September 2013; the standardized assessment used in the High School Competency Diploma Option transitioned from the paper and pencil Iowa Tests of Educational Development (ITED) to the Iowa Assessment, an on-line version that is aligned to the Common Core Standards.

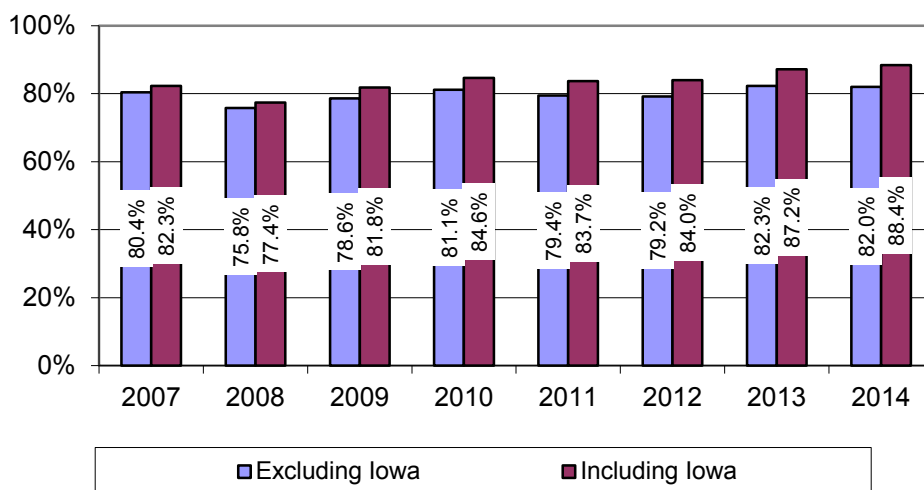
SIGNIFICANT FINDINGS

Four-Year Cycle (Class of 2014)

The following is a list of significant findings based on a review of this year’s cohort analysis. Please note that the terms “Students with Disabilities”, “Economically Disadvantaged”, and “Limited English Proficient” are used as defined by No Child Left Behind (NCLB) and the Individuals with Disabilities Education Act (IDEA), as well as the state-approved waiver agreement post-NCLB, and are consistent with DPI reporting.

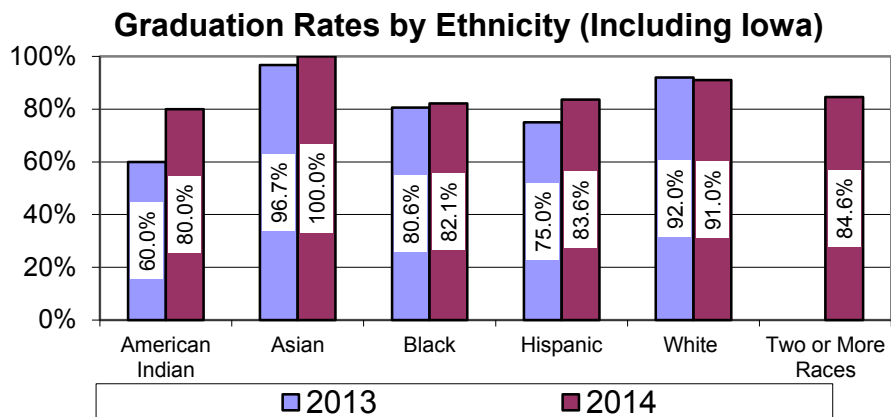
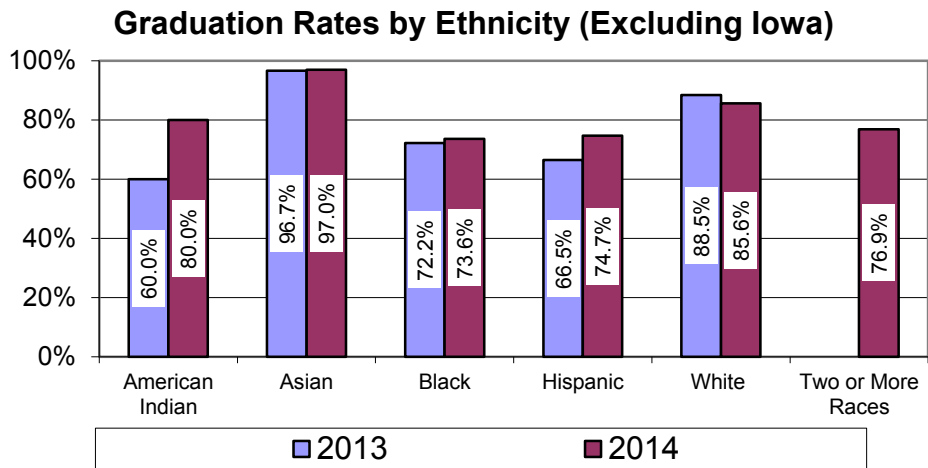
1. At the end of the four-year cycle, KUSD achieved an overall graduation rate of 88.4%, an increase of 1.2% over last year’s rate of 87.2% when *including* “Iowa” graduates. This rate is also the highest reported since the reporting a 9th grade cohort rate. When *excluding* “Iowa” graduates, the rate was 82.0%, a slight decline from last year’s rate of 82.3%.

Graduation Rates (after 4 years)



2. As in previous years, Females graduated at higher rates than Males. However, the Class of 2014 males reported a notable increase to 79.5% and 86.9%, respectively, when *excluding* and *including* “Iowa” graduates.
3. Asian students reported the highest graduation rates among ethnic groups. The remaining minority ethnic groups continue to graduate at lower levels than their white peers. However, each minority ethnic group reported a rate increase from 2013 to 2014 when *excluding* and *including* “Iowa” graduates.

- Hispanic students reported significant gains from 2013 to 2014. When *excluding* “Iowa” graduates, the Hispanic graduation rate rose from 66.5% in 2013 to 74.7% in 2014. When *including* “Iowa” graduates, the rate increased from 75.0% in 2013 to 83.6% in 2014. These increases by Hispanic students caused the gap between Hispanic and White students to decrease by more than half from the previous year.



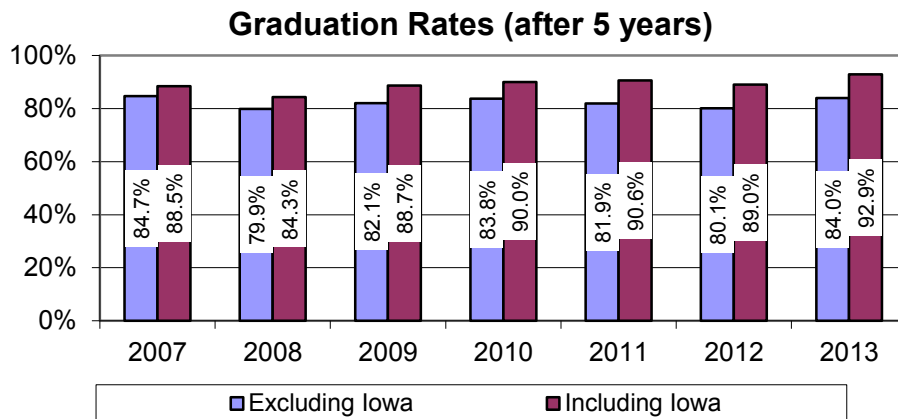
- The graduation rates for the target groups in the School and District Report Card, “Students with Disabilities”, “Economically Disadvantaged”, and “Limited English Proficient” report graduation rates at a lower rate than their comparison group; however, “Students with Disabilities” and “Economically Disadvantaged” students reported increases from 2013 to 2014.
- When *including* “Iowa” graduates, Students with Disabilities reported an increase from 74.6% in 2013 to 78.0% in 2014. This reduced the gap from Students without Disabilities to a low of 11.9%, down from 18.2% in 2012 and 14.4% in 2013.
- “Economically Disadvantaged” reported an increase when *including* and *excluding* Iowa graduates. When *excluding* “Iowa” graduates, the graduation rate for “Economically

Disadvantaged” students was 71.2%, an increase of 1.5% over last year’s rate of 69.7%. The rate increased to 80.8% when *including* “Iowa” graduates, an increase of 2.1% when compared to last year’s rate of 78.7%.

8. The percent of students that transferred out of Kenosha was 11.3%. The highest rate was from Black students where 20.3% of the original cohort left the district.
9. The dropout rate fell from 2.0% in 2013 to 1.9% in 2014. The greatest disparity in the dropout rate is due to economic status. “Economically Disadvantaged” students dropped out at a rate of 3.4% compared to 0.4% of those “Not Economically Disadvantaged”.
10. The number of “Iowa” graduates in the 2014 Cohort Graduation Class after four years was 97, an increase of 21 students when compared to 76 “Iowa” graduates in the 2013 Cohort Graduation Class.

Five-Year Cycle (Class of 2013)

11. At the end of the five-year period, 1,272 students (84.0%) graduated when *excluding* “Iowa” graduates and 1,407 students (92.9%) graduated when *including* “Iowa” graduates, resulting in an additional +1.7% and +5.7% of students, respectively, when compared to the end of the fourth year.



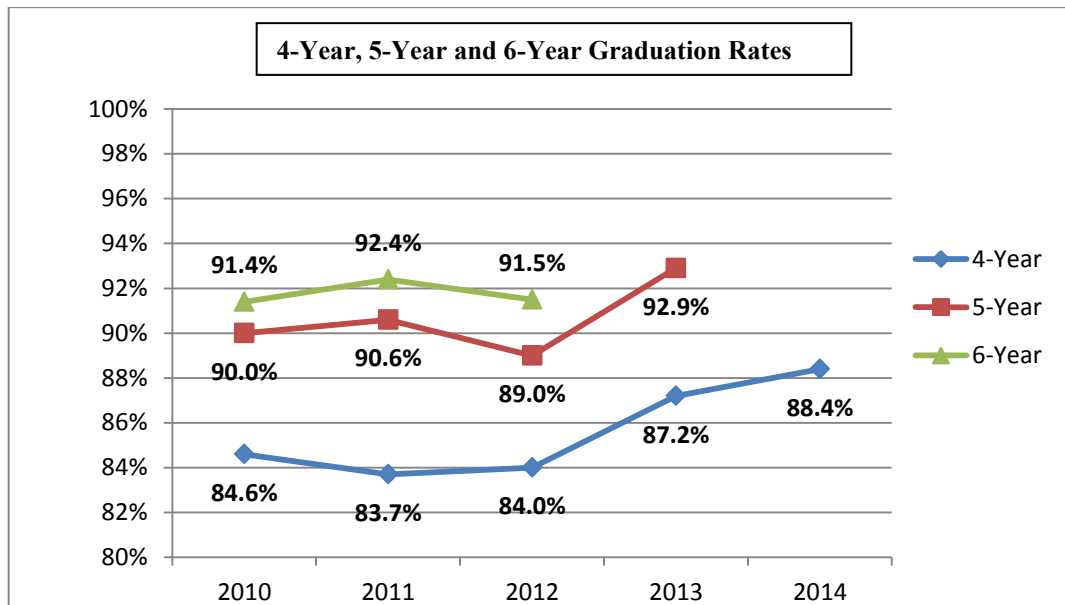
12. The graduation rates for most of the reported student subgroups increased when measured at the end of the fifth year as compared to the rate reported at the end of the fourth year, both when *excluding* and *including* “Iowa” graduates, with the exception of no change for Asian students and American Indian students.
13. The percent of “Credit Deficient” students in the 2013 graduation cohort group decreased at the end of the fifth year, from 10.7% to 3.5%; however, the percent of “Dropout” students increased, from 7.0% to 12.5% when *including* “Iowa” graduates as *dropouts* and from 2.0% to 3.6% when *excluding* “Iowa” graduates as *dropouts*.
14. The number of “Iowa” graduates in the 2013 cohort group after five years was 135 students, an increase of 59 students when compared to the same cohort group after four years.

Six-Year Cycle (Class of 2012)

15. At the end of the six-year period, 1,260 students (81.0%) graduated when *excluding* “Iowa” graduates and 1,423 students (91.5%) graduated when *including* “Iowa” graduates, resulting in an additional +1.8% and +7.5% of students, respectively, when compared to the end of the fourth year.

Cohort Graduation Rates

16. The Class of 2013 was the first to meet and exceed DPI’s Annual Measurable Objective (AMO) for graduation of 85%. The Class of Class of 2014 reported another increase to 88.4%. When examining graduation rates from the past five years, one can observe an improvement of at least five percentage points from the 4-year rate to the 5-year rate. The six-year rates report an additional increase of 2 percentage points to the 5-year rate.



Recommendations

Administration recommends that the Curriculum/Program Standing Committee review and accept the 2013-14 Four Year Graduation Rate - Cohort Analysis Report and forward the report to the full School Board for its review and acceptance.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mr. Kristopher Keckler
Executive Director
Information and Accountability

Ms. Renee Blise
Research Coordinator
Information and Accountability

[LINK TO COMPLETE REPORT WITH APPENDICES](http://www.kusd.edu/sites/default/files/document-library/english/cohort.pdf)
<http://www.kusd.edu/sites/default/files/document-library/english/cohort.pdf>

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