



**KENOSHA UNIFIED SCHOOL BOARD**  
PLANNING/FACILITIES/EQUIPMENT MEETING  
Educational Support Center – Room 110  
April 9, 2013

**MINUTES**

A meeting of the Kenosha Unified Planning/Facilities/Equipment Committee chaired by Mr. Bryan was called to order at 5:32 P.M. with the following Committee members present: Mr. Nuzzo, Ms. Stevens, Mr. Valeri, Ms. Bothe, Ms. Dahl, Mr. Zielinski, and Mr. Bryan. Dr. Hancock was also present. Ms. Iqbal was absent.

**Approval of Minutes – January 8, 2013**

Mr. Nuzzo moved to approve the minutes as contained in the agenda. Ms. Bothe seconded the motion. Unanimously approved.

**Kenosha eSchool Lease Extension**

Mr. Patrick Finnemore, Director of Facilities, presented the Kenosha eSchool Lease Extension for the period 8/1/13 through 7/31/14 at a total cost of \$37,728. He indicated the reasons for the recommendation to remain in the current location for one more year included time to evaluate a variety of options for a permanent site in time for the 2014/15 school year.

Ms. Stevens moved to forward the Kenosha eSchool Lease Extension to the School Board for consideration. Mr. Nuzzo seconded the motion. Unanimously approved.

**Information Items**

Mr. Finnemore presented the Utility Budget & Energy Savings Program Update as contained in the agenda.

**Future Agenda Items**

Mr. Finnemore indicated that he would be presenting the Utilization Study in May or June, the Capital Projects Plan in June and KTEC lease extension in June or July,

Meeting adjourned at 5:41 P.M.

Kathleen DeLabio  
Executive Assistant to the Superintendent



A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Mr. Gallo was called to order at 5:49 P.M. with the following Committee members present: Mr. Nuzzo, Mr. Bryan, Rev. Coleman, Ms. Marcich, Mr. Kent, and Mr. Gallo. Dr. Hancock was also present. Mr. Aceto was excused and Ms. Adams was absent.

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

Mr. Nuzzo moved to approve the minutes of the March 12, 2013, Audit/Budget/Finance Committee meeting as contained in the agenda. Mr. Kent seconded the motion. Unanimously approved.

Mr. Nuzzo moved to approve the minutes of the March 12, 2013, Joint Audit/Budget/Finance and Curriculum/Program Committee meeting as contained in the agenda. Mr. Bryan seconded the motion. Unanimously approved.

### **Information Items**

Mrs. Tina Schmitz, Chief Financial Officer, presented the Monthly Financial Statements as contained in the agenda and indicated we are on target.

### **Fiscal 2013-2014 Budget Status**

Mrs. Schmitz presented the Fiscal 2013-2014 Budget Status. She said timing of budget preparation is different this year because we are waiting to see what comes down from the state. She said Administration has built a conservative preliminary budget. There is a slight increase in state aid but no increase in per student funding. We also do not know the outcome of vouchers. Mrs. Schmitz said we have built in a decrease of 100 student FTE and noted that revenue is somewhat flat at this time. We have built in savings from employee retirement contributions and health insurance. She said we do not yet know the actual cost for health insurance and we are working to decrease overall expense. We have built in a minimal increase in other operating expenses and are working to maintain and restore the fund balance. She noted that Board policy calls for a fund balance amounting to 15% of the budget. This year we are planning to add \$3 million to the fund balance but we will still be under 8% of the operating budget. Mrs. Schmitz noted the decline in our Moody's rating over the years. In June we plan to bring prelim budget with assumption details to the Audit/Budget/Finance committee.

In response to an inquiry, Mrs. Schmitz discussed the ramifications of our Moody's rating over the years. Mr. Bryan requested a copy of Mrs. Schmitz' analysis over the last ten years. Mrs. Schmitz responded to questions regarding health insurance and said we will issue a RFP for health insurance benefits.

Mrs. Schmitz said the 2014 budget will contain no layoffs or staff reductions and we will add staff at all three levels. She said that 99% of staffing additions are in the schools. Mrs. Glass provided an update on the health insurance RFP. She is expecting results from brokers this week and will bring info to Board. It was noted that we want to continue to recruit, attract and retain employees but to also get our health care costs under control. Mrs. Glass said an audit will be conducted of our health care plan and the benefits task force will be reconvened. Mrs. Schmitz said for 2014 she is planning to add \$1 million to fund balance.

### **Future Agenda Items**

Mr. Kent commended Mr. Gallo for his time on this committee and on the School Board and wished him well.

Meeting adjourned at 6:25 P.M.

Kathleen DeLabio  
Executive Assistant to the Superintendent



A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Taube was called to order at 6:33 P.M. with the following Committee members present: Mrs. Coleman, Mrs. Daghfal, Ms. Santoro, Ms. Stevens and Mrs. Taube. Dr. Hancock was also present. Mrs. Anderson and Ms. Galli were excused. Mrs. Reed and Mr. Simpkins were absent.

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

Mrs. Coleman moved to approve the minutes as presented in the agenda. Mrs. Daghfal seconded the motion.

Ms. Stevens said she had made a request at the March 12, 2013, meeting for a full middle school honors report at the April meeting and her request should have been included in the March minutes. It was noted that Savaglio-Jarvis had responded at the March meeting that the honors report would be at the May 14, 2013, Curriculum/Program Committee meeting.

Vote on motion to approve March 12, 2013, minutes as amended. Unanimously approved.

### **Kenosha School of Technology Enhanced Curriculum Charter Contract**

Ms. Karen Davis, Assistant Superintendent of Elementary School Leadership, presented the recommendation to forward the 2013-2018 KTEC School Charter Contract to the full Board. Dr. Angela Anderson, KTEC Principal, noted that the PreK-8<sup>th</sup> grade charter school had 471 students with 26 students per class and two classes at each grade level. The current waiting list of 330 students has increased each year. Dr. Anderson discussed dissemination activities. In response to an inquiry, Ms. Davis noted the difference between family groupings vs. multi-age classes and Dr. Anderson discussed teacher collaboration and intervention. It was noted KTEC students are not in multi-age classes as it would be difficult with a lottery system.

Mrs. Coleman moved that the Curriculum/Program Standing Committee forward the KTEC School Charter Contract for 2013-2018 to the School Board for consideration. Unanimously approved.

### **Information Items**

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, and Ms. Susan Mirsky, Coordinator of Literacy, presented the Common Core: Moving From Adoption to Implementation and Sustainability as contained in the agenda.

Mrs. Taube requested that Dr. Savaglio-Jarvis bring the standards based report card back to the Committee in May. She also inquired what constitutes attainment of honor roll as it relates to the Common Core. Mrs. Taube requested a report on professional development and Dr. Savaglio-

Jarvis indicated that report would be presented at the July meeting.

Ms. Stevens asked that the full Board receive the Common Core report.

### **Middle School Science, Technology, Engineering, and Math Project Lead The Way Program**

Dr. Savaglio-Jarvis and Mr. Mark Hinterberg, Coordinator of Social Studies and Career and Technical Education, presented the report and provided additional hand-outs which included documents titled, "The Blog – Project Lead The Way – Fuelling the Next Economy", "Middle School Sample Schedule Mark-Up", and an engineering brochure. They also showed a video regarding STEM education. Mr. Hinterberg noted that 60% of the Perkins grant funding will support this initiative. Dr. Hancock noted that our Human Resources Department is now putting our staff vacancies on WECAN and we have had great success in recruiting applicants.

### **Future Agenda Items**

Mrs. Coleman requested a May update on closing the achievement gap and said she will e-mail 3 specific questions to be addressed in the report. Dr. Savaglio-Jarvis said she will confer with administration to determine appropriate timeline. Mr. Keckler noted that the new school report cards are released in the fall.

Dr. Savaglio-Jarvis indicated at the May meeting updates will be presented regarding the middle school honors program, International Baccalaureate and the extended school year at Wilson and Frank.

Ms. Stevens requested an overview of the Curriculum Audit at the next meeting.

Mrs. Daghfal requested that in May the Curriculum/Program Committee be the first meeting of the evening due to a District sports event that her child and Miss Galli would be participating in that night. Dr. Hancock noted the reason for consistently scheduling the Curriculum/Program Committee as the last meeting of the night is due to the length of those meetings and the desire not to make the members of the other three committees wait since those meetings are shorter in length.

Meeting adjourned at 8:09 P.M.

Kathleen DeLabio  
Executive Assistant to the Superintendent