



REGULAR MONTHLY BOARD MEETING

December 18, 2012

7:00 P.M.

**Educational Support Center
Board Meeting Room
3600-52nd Street
Kenosha, Wisconsin**



- I. Pledge of Allegiance
- II. Roll Call of Members
- III. Awards
 - Wisconsin High School Forensics Association’s State Theatre Festival Awards
- IV. Administrative and Supervisory Appointments
- V. Introduction and Welcome of Student Ambassador
- VI. Board Member Professional Development Update
- VII. Views and Comments by the Public
- VIII. Remarks by the President
- IX. Superintendent’s Report
- X. Consent Agenda
 - A. Consent/Approve Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations.....Page 1
 - B. Consent/Approve Minutes of 10/23/12, 11/13/12, 11/27/12 and 12/11/12 Special Meetings and Executive Sessions and 10/23/12 and 11/27/12 Regular Meetings..... Pages 2-21
 - C. Consent/Approve Summary of Receipts, Wire Transfers and Check Registers Pages 22-23
 - D. Consent/Approve Policy and Rule 1330 - Facilities Use and Policy 1331 – Classification of Groups Using School District Facilities (Second Reading).....Pages 24-32

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- X. Consent Agenda - Continued
 - E. Consent/Approve Instructional Program
Mission and Beliefs
Policy 6110 (Second Reading) Pages 33-39
- XI. Old Business
 - A. Discussion 2011-2012 Financial
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 - B. Discussion/Action Policy/Rule 6311 -
Elementary School
Classroom Utilization
Policy 8810 (First Reading)..... Pages 41-46
- XII. New Business
 - A. Discussion/Action Regular School Board
Meetings Policy 8710
And Rules of Order
Policy 8810 (First Reading)..... Pages 47-50
 - B. Discussion/Action Donations to the
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- XIII. Other Business as Permitted by Law
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- XIV. Predetermined Time and Date of Adjourned Meeting, If Necessary
- XV. Adjournment

Kenosha Unified School District No. 1
Kenosha, WI
December 18, 2012

The Human Resources recommendations regarding the following actions:

Action	Board Date	code	Staff	Last Name	First Name	School/Dept	Position	Effective Date	Yrs of	Salary	Reason	Step /	FTE	Letter or
Separation	12/18/12		Service	Delgado Colon	Alexander	Lincoln/Frank	Night Custodian - Grade 3	11/12/12		\$19.50	Separation	No	1	
Resignation	12/18/12		Instructional	Hanson	Angela	Bain School of Language & Arts	Kindergarten	11/14/12	6	\$44,055.00	Resignation/Personal	No	1	Contract
Appointment	12/18/12		Instructional	Petts	Steve	EBSOLA	Night Custodian - Grade 3	11/19/12		\$19.50	Appointment	No	1	
Appointment	12/18/12		Instructional	Dagen	Lamont	Washington Middle School	Cross Categorical	12/3/12	7	\$50,176.00	Appointment	No	1	Letter
Separation	12/18/12		Instructional	Mozlin	Laurel	Prairie Lane Elementary	Multi-Age 2/3	11/14/12	10	\$63,793.00	Separation	No	1	Contract
Appointment	12/18/12		ESP	Clark	Michael	Bradford High School	Special Education	11/19/12		\$14.02	Appointment	No	1	
Appointment	12/18/12		ESP	Ramon	Ginger	Mahone Middle School	Special Education	11/12/12		\$13.13	Appointment	No	0.9	
Resignation	12/18/12		Secretarial	Mieske	Althea	Payroll	Senior Fiscal Clerk	11/9/12		\$19.37	Resignation	No	1	
Appointment	12/18/12		Miscellaneous	Mieske	Althea	Finance	Senior Accounting Specialist	11/12/12		\$46,745.00	Appointment	No	1	
Appointment	12/18/12		Service	Dunst	Ronald	Facility Services	HVAC-Mechanic	12/17/12		\$28.50	Appointment	No	1	

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SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON OCTOBER 23, 2012

A special meeting of the Kenosha Unified School Board was held on Tuesday, October 23, 2012, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:30 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was also present.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Personnel: Problems.

Mr. Nuzzo moved that the executive session be held. Mr. Gallo seconded the motion.

Roll call vote. Ayes: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Noes: None. Unanimously approved.

Mr. Gallo moved to adjourn to executive session. Mr. Nuzzo seconded the motion. Unanimously approved.

1. Personnel: Problems

Mrs. Sheronda Glass, Executive Director of Business Services, arrived at 6:32 P.M. and updated Board members on several personnel issues.

Meeting adjourned at 6:43 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 23, 2012

A regular meeting of the Kenosha Unified School Board was held on Tuesday, October 23, 2012, at 7:00 P.M. in the Board Room of the Educational Support Center. Mrs. Snyder, President, presided.

The meeting was called to order at 7:04 P.M. with the following Board members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was also present.

Mrs. Snyder, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District No. 1. 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 Exemplary Use of LEGO Education Solutions Award, OfficeMax A Day Made Better Winner Award, and the Green Ribbon School Award. Dr. Robert Wells, Coordinator of Fine Arts, presented the Festival of Arts & Flowers – Board of Education and Superintendent of Schools Awards.

Mrs. Ruder presented Resolution No. 209 - Commemoration – American Education Week 2012, 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, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees, be they teachers, education support professionals, custodians, bus drivers, secretaries or administrators, 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 11–17 as the 91st 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. 209 - Commemoration – American Education Week 2012 as presented. Mrs. Coleman seconded the motion. Unanimously approved.

There were no Administrative or Supervisory Appointments.

Mrs. Taube introduced the Student Ambassador, Jessica Ocampo, from Reuther Central High School, and she made her comments.

Mr. Bryan gave the Legislative Report.

There were views and comments by the public.

Mrs. Snyder made her remarks.

Dr. Hancock gave the Superintendent's Report which included a school presentation from Chad Dahlk, Principal of Lance Middle School, and a presentation from DELTA Academy members from Frank Elementary, Stocker Elementary, Roosevelt Elementary, Lance Middle, Mahone Middle, and Washington Middle Schools.

The Board considered the following Consent-Approve items:

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

Consent-Approve item X-B – Minutes of 9/25/12 Special Meeting and Executive Session and the 9/25/12 Regular Meeting.

Consent-Approve item X-C – Summary of Receipts, Wire Transfers and Check Registers submitted by Ms. Heather Kraeuter, Accounting Supervisor; Mrs. Tina Schmitz, Chief Financial Officer; and Dr. Hancock, excerpts follow:

“It is recommended that the September 2012 cash receipts deposits totaling \$568,689.67 and cash receipt wire transfers-in totaling \$22,267,577.96, be approved.

Check numbers 486086 through 486880 totaling \$3,215,943.92, and general operating wire transfers-out totaling \$326,538.63, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2012 net payroll and benefit EFT batches totaling \$11,859,517.73, and net payroll check batches totaling \$60,373.26, be approved.”

Mr. Nuzzo moved to approve the consent-approve items as contained in the agenda. Mrs. Coleman seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Executive Director of Information and Accountability, presented the Official Third Friday Report submitted by Ms. Renee Blise, Senior Research Analyst; Ms. Lorien Thomas, Research Analyst; 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.

The following sections are included in the Appendices:

APPENDIX 1 – Official Enrollment School Year 2012-13

- District enrollment by grade span;
- District enrollment by grade level;
- Average class sizes for elementary, middle, and high school programs; and
- Total enrollment by school.

Historical information is also included from the five (5) prior school years, beginning with school year 2007-08.

APPENDIX 2 – Total Enrollment by School

- Enrollment by building, category, and grade level, grouped by Elementary, Middle, High, and Special Schools; and
- Summary recapitulation by category and grade span, with five (5) years of data.

APPENDIX 3 – Class Size Averages by School

- Average class sizes by school and program, grouped by Elementary, Middle, High, and Special Schools; and
- Summary of average class sizes by grade span and program, with six (6) years of data.

At its October 9, 2012 meeting, the School Board Personnel and Policy Standing Committee reviewed and accepted the 2012-13 Official Third Friday Enrollment Report and recommended that it be forwarded to the full School Board for review and acceptance. Administration recommends and that the School Board review and accept the 2012-13 Official Third Friday Enrollment Report.”

Mr. Nuzzo moved to accept the 2012-13 Official Third Friday Enrollment Report. Mr. Gallo seconded the motion. Unanimously approved.

Mr. Keckler presented the Request to Submit the Race to the Top – District Grant Application submitted by Mrs. Julie Housaman, Coordinator of Title I and Grants; Mr. Keckler; Dr. Savaglio-Jarvis; and Dr. Hancock, excerpts follow:

“School Board approval is requested to submit the Race to the Top grant. This nearly \$400 million, district level grant competition for local education agencies (LEAs) is intended to encourage and reward LEAs with the vision and leadership to implement personalized, student-focused approaches to learning and teaching that will ensure excellence and equity for all students. The Department of Education anticipates awarding 15-25 grants in December 2012.

This grant is focused on the classroom and the relationship between educators and students. Applicants are invited to demonstrate how they can personalize education for all students in their schools. Successful applicants will provide teachers with the information, tools and supports that enable them to meet the needs of each student. In doing so each student's learning will be substantially deepened and accelerated. The LEA will ensure that policies, systems, infrastructure, capacity, and culture are established to enable teams of educators and school leaders to continuously focus on improving student achievement and closing the achievement gaps. In addition, successful applicants will include proposals to extend their reforms beyond the brick and mortar of the school buildings and partner with public or private entities to address the social, emotional, and behavioral needs of students, particularly those in high-need schools.

The grant will support the KUSD vision and mission to maximize the brilliance of children to assure every child experiences high quality personalized learning. KUSD's transformation principles: Blended Personalized Learning, Multi-Dimensional Life and Career Skills, and Relevant Global Knowledge are key focus areas in this grant. Additionally, the grant projects will align with the three district transformation goals: Improve Student Achievement, Expand Collaborative Partnerships with Families, Community and Industry, and Secure Resources (time, people, finances, and operating processes) to support learning.

At its October 9, 2012 meeting, the Joint Audit/Budget/Finance and Curriculum/Program Committee voted to forward the Race To The Top – District Grant Application to the School Board for consideration. Administration recommends that the School Board approve the application for the Race to the Top – District Grant and approve implementation if received.”

Mrs. Coleman moved to approve the application for the Race to the Top – District Grant and implementation, if received. Mr. Gallo seconded the motion. Unanimously approved.

Mrs. Schmitz presented the Change in the Fiscal Year 2011-12 Adopted Budget submitted by Mr. Tarik Hamdan, Budget & Grant Manager; Mrs. Schmitz; and Dr. Hancock, excerpts follow:

“The Board of Education adopted the 2011-2012 budget on October 25, 2011, 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 2011-2012 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 request approval of additional budget modifications that do not add dollars to the budget, but change functions (primarily the first two digits of the function). These budget modifications include:

- Transfer budgets and expenditures from one salary account to another salary account resulting from a review of position control. Reclassifying the salary and benefit dollars from one account to another does not change the overall amount of the District budget.
- Transfer operational line item budget dollars from one budget account to another as a result of ongoing review and monitoring of budgets. Reclassifying budget dollars from one account to another account does not change the overall amount of the Grant or District budget.
- Transfer Grant budgets to the appropriate function or object based on formal DPI Grant Modifications. Since the budget was formally adopted, some Grant Managers have requested that expenditure budget dollars be reassigned to the function or object where the dollars would be expended. The grant budgets have now been revised and the resulting modifications may have changed the function or object of the expenditures, but they did not change the awarded amount of the grant.

The Audit, Budget & Finance Committee reviewed the summary at their October 9, 2012 meeting. Administration recommends that the Board approve the 2011-2012 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 2011-2012 budget modifications as described herein and that the attached Class 1 notice be published within ten (10) days of the official Board Adoption. Mrs. Taube seconded the motion. Unanimously approved.

Mrs. Schmitz presented the 2011-12 Budget Carryovers to the 2012-13 Budget submitted by Mr. Hamdan, Mrs. Schmitz, and Dr. Hancock, excerpts follow:

“An integral part of the budget development process is the disposition of unspent budget dollars at the end of the fiscal year. 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 discretionary carryover dollars from site budgets.

Normally as a result of the outstanding purchase orders that were encumbered and not fully expended as of June 30, 2012, there would be requests to carry dollars over to the next budget year. As a result of a tremendous District-wide effort this past June, no encumbrance carryovers are being requested this year.

There are several additional items that are potentially carried over from year to year. Administration is requesting to carryover the following to the 2012-2013 fiscal year. Some of these have been previously been reviewed or approved by the Board or a Committee. Charter School Carryover.

Charter School Carryover	\$1,030,593
Donation and Mini-Grant Carryover	<u>\$ 50,880</u>
	\$1,081,473

Attachment A delineates all of the requested carryover amounts by school or department. Column 3 is the requested carryover of unspent donations and mini-grants by school or department. Column 4 delineates the other requested carryovers, comprised of charter school carryover.

The Audit, Budget & Finance Committee reviewed the carryover requests at their October 9, 2012 meeting. Administration recommends that the Board approve these carryover dollars and that they be incorporated into the 2012-2013 budget.”

Mrs. Taube moved to approve the carryover dollars and that they be incorporated into the 2012-2013 budget. Mrs. Coleman seconded the motion. Unanimously approved.

Mrs. Schmitz presented the Formal Adoption of the 2012-2013 Budget submitted by Mr. Hamdan, Mrs. Schmitz, and Dr. Hancock, excerpts follow:

“The Public Hearing on the 2012-2013 Budget and the Annual Meeting was held on Wednesday, September 12, 2012 in the Auditorium at Indian Trails High School and Academy. In addition, the Board of Education has reviewed the District’s budget assumptions and received public input at their meetings held in July. The Board approved the preliminary budget assumptions on February 28, 2012 (See Attachment A) and July 24, 2012 (see Attachment B). Since the Public Hearing and Annual Meeting, Administration has updated the assumptions based on final equalized state aid announced October 15, 2012, and needs within the school district. Since our Third Friday September student counts, the District has added back teaching positions, strategically addressing the need in certain areas. The 2012-2013 Budget includes the District’s effort to restore fund balance with an approximate contribution of \$3 million expected at June 30, 2013. Earlier in the year we had estimated a \$4 million contribution. However, final budget adjustments including restoring certain teaching positions, the District’s planned contribution is now \$3 million.

The 1.34% decrease in total tax levy includes a decrease of \$1.3 million in 2012-2013 for Kenosha Unified School District over last year. Due to the final pupil counts and the Certified State Aid that was released by the Department of Public Instruction on October 15, 2012, the District’s overall revenue limit (including all exemptions) was increased from 2011-2012 by \$2.8 million. General state aid increased over last year by approximately \$5 million. However, because the revenue limit only increased by \$2.8 million and after deducting the general aid portion, the District was limited to a lower tax levy amount. The levy shown above for the General Fund is the maximum amount allowable within State law without going to referendum. This represents a decrease of \$2.4 million in tax levy to the General Fund from last year. Because of the declining enrollment the District is seeing this year, a non-recurring declining enrollment exemption was applied to the District’s revenue limit calculation by DPI. Because of this exemption, the District has not absorbed the full financial impact of the enrollment decrease. The declining enrollment exemption is designed so that Districts are able to plan for the decrease over a period of time, by decreasing relative expenses in the following years. The total loss of revenue due to the decline in 2012-2013 is approximately \$30,000. The full effect of the revenue decrease will be seen in the next few years because of

how DPI averages our student FTE (full-time equivalent) over three years. The chart below is an indication of what we might expect with the decline of 241 FTE this year and held flat for the next two years.

The total mill rate per \$1,000 of equalized valuation is \$11.54, a 4.75% increase over the prior year. The Equalized Property Values decreased by 5.81% from last year which contributes to the overall mill rate increase. Attachment C delineates this tax levy scenario and the last 21 years equalized values and tax levies.

It is requested that the Board of Education accept the following recommendations:

1. Approval of the 2012-2013 Budget with an approximate contribution of \$3 million to fund balance;
2. Formally adopt the District's 2012-2013 Budget using the accompanying Budget Adoption Motion in Attachment D;
3. Direct Administration to prepare a class one legal notice to be published within ten (10) days of the modification whenever this Adopted Budget is modified;
4. Direct the Clerk of the Kenosha Unified School District to certify the property tax levy to be collected from the municipalities with the School District in the amount of \$74,684,161 for the General Fund, \$15,626,547 for the Debt Service Fund, and \$2,050,267 for the Community Service Fund.
5. Direct Administration to certify the Board approved tax levy on or before November 1, 2012; and
6. Designate the portion of the General Fund's fund balance at June 30, 2012 as Unassigned for working capital that is not classified as Nonspendable (for inventories and prepaids)."

Mr. Gallo moved to call the question. Mr. Nuzzo seconded the motion. Motion failed. Ms. Stevens, Mrs. Taube, and Mr. Bryan dissenting.

Mr. Nuzzo moved to approve the 2012-2013 Budget with an approximate contribution of \$3 million to fund balance; formally adopt the District's 2012-2013 Budget using the accompanying Budget Adoption Motion in Attachment D, direct Administration to prepare a class one legal notice to be published within ten (10) days of the modification whenever this Adopted Budget is modified, direct the Clerk of the Kenosha Unified School District to certify the property tax levy to be collected from the municipalities with the School District in the amount of \$74,684,161 for the General Fund, \$15,626,547 for the Debt Service Fund, and \$2,050,267 for the Community Service Fund, direct Administration to certify the Board approved tax levy on or before November 1, 2012; and designate the portion of the General Fund's fund balance at June 30, 2012 as Unassigned for working capital that is not classified as Nonspendable (for inventories and prepaids). Mr. Gallo seconded the motion.

Roll call vote on Mr. Nuzzo's motion: Ayes: Mr. Gallo, Mr. Nuzzo, Mrs. Coleman, and Mrs. Snyder. Noes: Ms. Stevens, Mrs. Taube, and Mr. Bryan. Motion carried.

Mr. Keckler presented the Update on New DPI School Report Cards submitted by Mr. Keckler and Dr. Hancock, and indicated that once additional information is available it will be provided at the next Committee and Board meetings, excerpts follow:

"As outlined by the Wisconsin waiver to No Child Left Behind, Wisconsin school districts will be assigned a new School Report Card. The Preliminary Report Cards were available to schools on September 24th, embargoed until a public release expected during the October 22nd. The School Report Cards are just one part of a new, statewide accountability system for schools. This system will continue to evolve in future years.

Each school will earn a "score," called an accountability index score, from 0 to 100. This score is displayed on the report card. The accountability index score that each school receives is based on the school's performance in four priority areas:

- Student Achievement in reading and mathematics on state tests;
- Starting in 2014, this area will utilize the Smarter Balanced Assessment. KUSD was recently provided the opportunity to allow Lance the opportunity to participate in the first Small Scale Trial;
- Student Growth measured by year-to-year improvements in achievement;
- Closing Gaps in performance between specific student groups (comparing English language learners, low-income students, students with disabilities, and members of racial or ethnic group with their peers); and
- On-track/Postsecondary Readiness, including graduation or attendance rates, reading and math achievement, and ACT participation and performance.

In addition, the School Report Card displays the school's performance on three areas of student engagement:

- Test Participation Rate in reading and mathematics state tests;
- Absenteeism Rate measuring chronic absenteeism; and
- Dropout rate measuring the number of students dropping out of school.

The Office of Educational Accountability has provided trainings to building administrators regarding data interpretation and the public awareness of their respective report cards. Due to the timing of the public release, further details should be available for the full board meeting."

Mrs. Taube presented the Donations to the District as contained in the agenda.

Mrs. Coleman moved to approve the Donations to the District as contained in the agenda. Mr. Gallo seconded the motion. Unanimously approved.

Meeting adjourned at 9:33 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON NOVEMBER 13, 2012

A special meeting of the Kenosha Unified School Board was held on Tuesday, November 13, 2012, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 4:33 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was also present.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Litigation and to Review Findings/Order by Independent Hearing Officers.

Mr. Bryan moved that the executive session be held. Mrs. Coleman seconded the motion.

Roll call vote. Ayes: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Noes: None. Unanimously approved.

Mrs. Taube moved to adjourn to executive session. Ms. Stevens seconded the motion. Unanimously approved.

1. Review of Finding/Order by Independent Hearing Officer

Mr. Anderson Lattimore, Principal at Kenosha eSchool, arrived at 4:35 P.M. and provided Board members with information relating to three expulsions.

Mr. Lattimore and Dr. Hancock were excused at 4:55 P.M.

Ms. Stevens moved to concur with the recommendation of the hearing officer with respect to the first expulsion. Mr. Gallo moved to amend the motion to include an assessment of the student by the Kenosha eSchool Principal and the Principal of the incoming school prior to the 2013-14 school year. Mr. Nuzzo seconded the motion as amended. Unanimously approved.

Mr. Gallo moved to concur with the recommendation of the Administrative Review Committee with respect to the second expulsion. Mrs. Taube moved to amend the motion to include that the student be psychologically evaluated. Mrs. Coleman seconded the motion as amended. Unanimously approved.

Mrs. Coleman moved to concur with the recommendation of the hearing officer with the addition of consideration for the Hillcrest Bridges Program with respect to the third expulsion. Ms. Stevens seconded the motion as amended. Unanimously approved.

Dr. Hancock returned to the meeting at 5:14 P.M.

2. Litigation

Mrs. Sheronda Glass, Executive Director of Business Services, arrived at 5:15 P.M. and updated Board members on a litigation matter.

Meeting adjourned at 5:21 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON NOVEMBER 27, 2012

A special meeting of the Kenosha Unified School Board was held on Tuesday, November 27, 2012, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:30 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was also present.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Litigation.

Mrs. Coleman moved that the executive session be held. Mrs. Taube seconded the motion.

Roll call vote. Ayes: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Noes: None. Unanimously approved.

Mrs. Coleman moved to adjourn to executive session. Mr. Bryan seconded the motion. Unanimously approved.

1. Litigation

Ms. Susan Valeri, Director of Special Education and Student Support, arrived at 6:32 P.M. and updated Board members on a litigation matter.

Mrs. Valeri was excused at 6:45 P.M.

Dr. Hancock updated Board members on a litigation matter.

Meeting adjourned at 6:49 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD NOVEMBER 27, 2012

A regular meeting of the Kenosha Unified School Board was held on Tuesday, November 27, 2012, at 7:00 P.M. in the Board Room of the Educational Support Center. Mrs. Snyder, President, presided.

The meeting was called to order at 7:02 P.M. with the following Board members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was also present.

Mrs. Snyder, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District No. 1. 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 Tremper High School Golden Strings – Performance at Skills USA Champion of the Year Dinner Award, and the Lincoln Jazz Ensemble – Performance at the 2012-2013 Wisconsin Schools of Recognition Ceremony Award.

Dr. Hancock presented an Administrative Appointment.

Mr. Gallo moved to appoint Edward Kupka as Interim Director of Human Resources. Mr. Bryan seconded the motion. Unanimously approved

Mrs. Taube introduced the Student Ambassador, Aiden Crosby, from Harborside Academy, and he made his comments.

Mr. Bryan gave the Legislative Report.

There were views and comments by the public.

Mrs. Snyder made her remarks.

Dr. Hancock gave the Superintendent's Report which included school presentations by Kim Fischer, Principal of Bullen Middle School, and Richard Aiello, Principal of Tremper High School.

Consent-Approve item X-B – Minutes of 10/23/12 and 11/13/12 Special Meetings and Executive Sessions and the 10/23/12 Regular meeting was pulled from the consent agenda.

The Board then considered the following Consent-Approve items:

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

Consent-Approve item X-C – Summary of Receipts, Wire Transfers and Check Registers submitted by Ms. Heather Kraeuter, Accounting Supervisor; Mrs. Tina Schmitz, Chief Financial Officer; and Dr. Hancock, excerpts follow:

“It is recommended that the October 2012 cash receipts deposits totaling \$357,152.73 and cash receipt wire transfers-in totaling \$423,059.04, be approved.

Check numbers 486881 through 487925 totaling \$6,570,989.01, and general operating wire transfers-out totaling \$289,271.27, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the October 2012 net payroll and benefit EFT batches totaling \$15,918,290.42, and net payroll check batches totaling \$23,870.02, be approved.”

Mr. Nuzzo moved to approve the consent-approve items as revised. Mrs. Coleman seconded the motion. Unanimously approved.

Mrs. Sheronda Glass, Executive Director of Business, presented the Waiver of Policy 1330 – Use of District Facilities presented by Mrs. Glass and Dr. Hancock, excerpts follow:

“The National Alliance on Mental Illness (NAMI) Kenosha County, Inc. is requesting a waiver of user rental fees for the Reuther High School gymnasium and kitchen on Saturday, December 1, 2012 for their 23rd Annual Mental Health Awareness Community Outreach event.

The estimated user rental fee which is being requested is \$235.00 for the gymnasium (\$47/hr) and \$240.00 (\$48/hr) for the kitchen. The \$20.00 permit filing fee has been paid. It should be noted that the amount in the letter for waiver of the gymnasium is incorrect. The correct amount is \$235.00 opposed to \$141.00.

Board Policy 1333, Facility Charges, states that the Board retains the right to waive or adjust any fees associated with use of District facilities; therefore, the following recommendation is being brought forward for consideration.

It is Administration’s recommendation that the kitchen user fee of \$240.00 be waived; however, that the custodial fee and the gymnasium fee (\$235.00) *not* be waived due to the fact that there is no custodial coverage on that date and the District would have to have a custodian open, clean, and close the auditorium for their event. Furthermore, the use of heat and electricity would also be utilized for their event.

At its November 13, 2012 meeting, the Audit/Budget/Finance Committee voted to forward the waiver request to the full Board for consideration. Administration recommends that the kitchen user fee of \$240.00 be waived for the National Alliance on Mental Illness (NAMI) Kenosha County, Inc. for their 23rd Annual Mental Health Awareness Community Outreach event on Saturday, December 1st.”

Mr. Nuzzo moved to waive the kitchen user fee of \$240.00 for the National Alliance on Mental Illness (NAMI) Kenosha County, Inc.'s 23rd Annual Mental Health Awareness Community Outreach event on Saturday, December 1st. Mr. Gallo seconded the motion. Unanimously approved.

Mrs. Glass presented Policies and Rules 1330 - Facilities Use and 1331 - Classification of Groups Using School District Facilities submitted by Mr. Patrick Finnemore, Director of Facilities, Mrs. Glass, and Dr. Hancock, excerpts follow:

“Each year, a number of not-for-profit agencies request a waiver of fees for the use of district facilities. The current approval process requires that a waiver request be submitted to the Board of Education for consideration and approval. This process is cumbersome and more often than not the request is approved at the recommendation of the administration.

To streamline the process, the administration is recommending that the Director of Facilities and/or the Building Principal approve all waiver requests. In the event a waiver is denied, the party may appeal to the Executive Director of Business Services for consideration. If it is not resolved at that level, the requester may appeal to the Board of Education for a final decision.

At its November 13, 2012 meeting, the Planning/Facilities/Equipment & Personnel/Policy Standing Committees jointly voted to forward Policies and Rules 1330 - Facilities Use and 1331 - Classification of Groups Using School District Facilities to the full Board for consideration with an additional change as follows: “The District will cover waive the rental costs fee” in #1, 2, 3, 4 and 5 of Policy 1331. Administration recommends that the Board approve the revisions to Policies and Rules 1330 - Facilities Use and 1331 - Classification of Groups Using School District Facilities as a first and second reading at the November 27, 2012 and December 18, 2012 regular school board meetings.”

Mr. Nuzzo moved to approve the revisions to Policies and Rules 1330 – Facilities Use and 1331 – Classification of Groups Using School District Facilities as a first reading. Mr. Gallo seconded the motion. Unanimously approved.

Dr. Sue Savaglio-Jarvis, Executive Director of Teaching and Learning, presented Policy 6110 – Instructional Program Mission and Beliefs submitted by Dr. Savaglio-Jarvis and Dr. Hancock, excerpts follow:

“School Board Policy 6110 Instructional Program Mission and Beliefs and Rule 6110 Instructional and Staff Objectives to Accomplish Instructional Programs Mission was developed and affirmed in 1991 and revised in 1992 and 2002. The wording in the policy reflected the District mission and beliefs during those times; and was revised with each new district plan. The rule defined instructional objectives for the staff also aligned with the mission and curriculum guides that existed during that time. The current District vision, mission and transformation principles of learning were developed through the transformation design process which now provides direction for all departments. The current transformation goals provide specific direction for the staff and the student results define a means to monitor the students’ progress.

Therefore, it is recommended to remove Policy and Rule 6110 because it does not reflect the Department of Teaching and Learning's current focus and practice. The focus of this Department is clearly established in Policy 6100 titled Mission, Principles, Goals and Results that was approved by the Board June 28, 2011 that defines the District's Transformation Plan.

At its November 13, 2012 meeting, the Personnel/Policy and Curriculum/Program Standing Committees voted to forward the recommendation for removal of Policy and Rule 6110 to the School Board for consideration. Administration recommends that the School Board approve elimination of Policy 6110 – Instructional Program Mission and Beliefs as a first and second reading at the November 27, 2012 and December 18, 2012 regular school board meetings.”

Mr. Gallo moved to approve the elimination of Policy 6110 - Instructional Program Mission and Beliefs as a first reading this evening. Mr. Nuzzo seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Executive Director of Information and Accountability, presented the Four-Year Graduation Rate–Cohort Analysis submitted by Ms. Renee Blise, Senior Research Analyst; Mr. Keckler; and Dr. Hancock, excerpts follow:

“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 seventeenth 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 2008-09 until the end of summer school four school years later in August 2012. Additionally, the graduation “base cohort” of the Class of 2011 was examined in terms of its progress during the year following its designated graduation year (fifth 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 Report Card: Closing Gaps and On-Track and Postsecondary Readiness.

At its November 13, 2012 meeting, the School Board Curriculum/Program Standing Committee reviewed and accepted the 2011-12 Four Year Graduation Rate-Cohort Analysis 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 2011-12 Four Year Graduation Rate-Cohort Analysis Report. The Office of Information & Accountability will continue to monitor graduation patterns and submit the 2012-13 Four Year Graduation Rate-Cohort Analysis Report to the School Board Curriculum/Program Standing Committee in November of 2013.”

Mr. Gallo moved to accept the 2011-12 Four Year Graduation Rate-Cohort Analysis Report and have the Office of Information & Accountability continue to monitor graduation patterns and submit the 2012-13 Four Year Graduation Rate-Cohort Analysis Report to the School Board Curriculum/Program Standing Committee in November of 2013. Mr. Nuzzo seconded the motion. Unanimously approved.

Mrs. Schmitz presented the Monthly Financial Reports submitted by Mrs. Schmitz and Dr. Hancock, excerpts follow:

“In a continuing effort to keep the stakeholders of Kenosha Unified School District informed on a regular basis of financial matters, Administration is providing monthly reports available electronically through the District’s website for public viewing

Wisconsin State Statute 120.11(4) states, “The school board shall make a detailed record of all receipts and expenditures available to the public for inspection at each school board meeting and upon request.” While reports have always been available upon request, our new procedures to have this information readily available to the public will both satisfy statute statutes and financial transparency.

Three reports will be posted each month: 1) Revenue Detail, 2) Expenditure Detail, and 3) Revenue and Expenditure Summary (same report as provided for the monthly Audit/Budget and Finance Committee). These reports will be inclusive of all funds (General Fund, Special Education, etc.).

Reports can be accessed through the KUSD website at www.kusd.edu/Departments/Finance.

These reports supplement the monthly Summary of Cash Receipts and Disbursements that is made part of the regular monthly Board agendas. Administration is providing this report as informational only.”

Mr. Bryan presented Resolution No. 291 – Request to Amend Budget Control Act to Stop Sequestration, which read as follows:

“WHEREAS, a world class public education is essential for the future success of our nation and today’s schoolchildren; and

WHEREAS, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts to almost all federal programs including education that would become effective January 2, 2013; and

WHEREAS, these across-the-board budget cuts would impact school districts during the 2013-14 school year, with the exception of the Impact Aid program, with which a reduction would become effective this school year; and

WHEREAS, these across-the-board budget cuts, also known as sequestration, would impact education by a reduction in funds of 8.2 percent or more and could result in larger class sizes, fewer course offerings, possible four-day school weeks, loss of extracurricular activities, and teacher and staff lay-offs; and

WHEREAS, sequestration would impact almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disabilities Education Act (IDEA), English Language Acquisition, Career and Technical Education, 21st Century Community Learning Centers, and more; and

WHEREAS, Kenosha Unified School District, as well as other public schools, would be impacted nationwide by an estimated \$2.7 billion loss from just three programs alone – Title I grants, IDEA special education state grants and Head Start – that serve a combined 30.7 million children; and

WHEREAS, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011, and state and local funding for education continues to be impacted by budget cuts and lower local property tax revenues; and

WHEREAS, states and local governments have very limited capacity to absorb further budget cuts from sequestration, as Kenosha Unified School District has already implemented cuts commensurate to state and local budget conditions;

NOW THEREFORE, BE IT RESOLVED, that the Kenosha Unified School District urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness.”

Mr. Bryan moved to approve Resolution No. 291 – Request to Amend Budget Control Act to Stop Sequestration. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Coleman presented the Donations to the District as contained in the agenda.

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

Mrs. Snyder presented the Minutes of the 10/23/12 and 11/13/12 Special Meetings and Executive Sessions and 10/23/12 Regular Meeting.

Mr. Nuzzo moved to approve the Minutes of the 10/23/12 and 11/13/12 Special Meetings and Executive Sessions and 10/23/12 Regular Meeting. Mr. Gallo seconded.

Ms. Stevens moved to approve the Minutes of the 10/23/12 and 11/13/12 Special Meetings and Executive Sessions and 10/23/12 Regular Meeting with the addition of an excerpt in the 10/23/12 Regular Meeting Minutes under the Formal Adoption of the 2012-2013 Budget agenda item stating that the motion to call the question did not follow the parliamentary rules of Robert’s Rules of Order. Mr. Taube seconded the motion. Motion failed. Mr. Gallo, Mr. Nuzzo, Mrs. Coleman, and Mrs. Snyder dissenting.

Mr. Nuzzo withdrew his motion to approve the Minutes of the 10/23/12 and 11/13/12 Special Meetings and Executive Sessions and 10/23/12 Regular Meeting.

The Minutes of the 10/23/12 and 11/13/12 Special Meetings and Executive Sessions and 10/23/12 Regular Meeting were deferred to the 12/18/12 School Board meeting.

Meeting adjourned at 8:45 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON DECEMBER 11, 2012

A special meeting of the Kenosha Unified School Board was held on Tuesday, December 11, 2012, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:06 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was excused.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Personnel: Evaluation Consideration and Collective Bargaining Deliberations.

Mr. Gallo moved that the executive session be held. Mr. Nuzzo seconded the motion.

Roll call vote. Ayes: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Noes: None. Unanimously approved.

Mr. Gallo moved to adjourn to executive session. Mr. Nuzzo seconded the motion. Unanimously approved.

1. Personnel: Evaluation Consideration

Board members discussed the Superintendent's evaluation.

2. Collective Bargaining Deliberations

Board members discussed a collective bargaining issue.

Meeting adjourned at 7:45 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District No. 1
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
December 18, 2012

CASH RECEIPTS	reference	total
November 2012 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 2,226,310.75
Johnson Bank	<i>account interest</i>	104.92
US Treasury	<i>tax refund - ITA BAB borrowing</i>	282,026.89
Bankcard Services	<i>food services credit card receipts (net of fees)</i>	160,364.75
Wind River Financial	<i>school credit card receipts (net of fees)</i>	1,734.27
Meridian Bank / 5/3 Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	4,888.29
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	30,579.74
HHS	<i>head start grant</i>	232,661.66
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	26,532.25
Total Incoming Wire Transfers		\$ 2,965,203.52
November 2012 Deposits to Johnson Bank - All Funds:		
General operating and food services receipts	<i>(excluding credit cards)</i>	\$ 883,429.77
TOTAL NOVEMBER CASH RECEIPTS		\$ 3,848,633.29

CASH DISBURSEMENTS	reference	total
November 2012 Wire Transfers-Out, from Johnson Bank to:		
<i>payroll & benefit wires</i>		
Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 7,066,574.13
WI Department of Revenue	<i>state payroll taxes</i>	833,691.82
WI Department of Revenue	<i>state wage attachments</i>	3,400.43
IRS	<i>federal payroll taxes</i>	3,711,200.71
Diversified Benefits Services	<i>health retirement account claims</i>	10,858.51
Diversified Benefits Services	<i>flexible spending account claims</i>	37,474.02
Employee Trust Funds WRS	<i>wisconsin retirement system</i>	2,344,023.39
Delta Dental WI	<i>dental & vision insurance premiums</i>	84,144.83
FICA Alternative	<i>federal payroll taxes</i>	6,557.24
Various	<i>TSA payments</i>	455,427.28
<i>general operating wires</i>		
US Bank	<i>purchasing card payment-individuals</i>	189,654.03
US Bank	<i>purchasing card payment-AP program</i>	219,516.30
Kenosha Area Business Alliance	<i>lease payment</i>	17,453.54
Various	<i>returned checks</i>	178.00
Total Outgoing Wire Transfers		\$ 14,980,154.23
November 2012 Check Registers - All Funds:		
Net payrolls by paper check	<i>Register# 01023-DP, 01023-CM, 01024-DP, 01923-DP</i>	\$ 5,567.53
General operating and food services	<i>Check #487926 thru Check #488690 (net of void batches)</i>	6,622,844.48
Total Check Registers		\$ 6,628,412.01
TOTAL NOVEMBER CASH DISBURSEMENTS		\$ 21,608,566.24

Administrative Recommendation

It is recommended that the November 2012 cash receipts deposits totaling \$883,429.77 and cash receipt wire transfers-in totaling \$2,965,203.52, be approved.

Check numbers 487926 through 488690 totaling \$6,622,844.48, and general operating wire transfers-out totaling \$426,801.87, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the November 2012 net payroll and benefit EFT batches totaling \$14,553,352.36, and net payroll check batches totaling \$5,567.53, be approved.

Dr. Michele Hancock
Superintendent of Schools

Tina M. Schmitz
Chief Financial Officer

Heather J. Kraeuter, CPA
Accounting & Payroll Manager

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

December 18, 2012

POLICY AND RULE 1330 - FACILITIES USE AND
POLICY 1331 - CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES

Each year, a number of not-for-profit agencies request a waiver of fees for the use of district facilities. The current approval process requires that a waiver request be submitted to the Board of Education for consideration and approval. This process is cumbersome and more often than not the request is approved at the recommendation of the administration.

To streamline the process, the administration is recommending that the Director of Facilities and/or the Building Principal approve all waiver requests. In the event a waiver is denied, the party may appeal to the Executive Director of Business Services for consideration. If it is not resolved at that level, the requester may appeal to the Board of Education for a final decision.

ADMINISTRATIVE RECOMMENDATION:

At its November 13, 2012 meeting, the Planning/Facilities/Equipment & Personnel/Policy Standing Committees jointly voted to forward Policies and Rules 1330 - Facilities Use and 1331 - Classification of Groups Using School District Facilities to the full Board for consideration with an additional change as follows: “The District will ~~cover~~ **waive** the rental ~~costs~~ **fee**” in #1, 2, 3, 4 and 5 of Policy 1331. At its November 27, 2012 meeting, the Board voted to approve revisions to the policies as a first reading. Administration recommends that the Board approve the revisions to Policies and Rules 1330 - Facilities Use and 1331 - Classification of Groups Using School District Facilities as a second reading this evening.

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Executive Director
Business Services

Patrick Finnemore
Director of Facilities

POLICY 1330
FACILITIES USE

Schools are an integral part of the community in terms of its intellectual and social expression and development. To this end, the District encourages the use of District facilities (including grounds) by the community under conditions prescribed or permitted by law and in accordance with adopted policies, rules and procedures of the School Board.

It is the intent of the Board to encourage and prioritize use of the District's facilities by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups, Non-Curriculum Related Student Groups, Community Groups, and Community Groups operating as nonprofit organizations when the facilities are available and upon specific request. It is the intent of the Board to allow the use of District facilities by for-profit and other groups on a limited basis.

The primary use of District facilities is for District activities including curricular, extracurricular and recreational activities. School facilities are generally not available for community use during regularly scheduled school hours or when otherwise in use for District activities.

Authorization for use of District facilities shall not be construed as an endorsement of or approval of any group or organization, nor the purpose it represents. Furthermore, such authorization shall not be construed to allow the permanent institutionalization of community groups or organizations within District facilities.

The Board retains the right to deny use of District facilities and shall be the final authority in all cases. Uses of District facilities for the following shall be strictly prohibited: (1) usage for obscene, pornographic, lewd, vulgar or indecent purposes; and (2) usage that will likely cause substantial disruption or materially interfere with the proper and orderly operation and discipline of the District's schools.

The District's **Executive Director of Business Services**, Director of Facilities Services/~~designee~~ or **Building Principal** is authorized to approve/deny and schedule the use of District facilities in accordance with Board policies, rules and procedures. **If the request for use is denied, the requesting party may appeal to the Board of Education for approval.**

LEGAL REF.: Wisconsin Statutes

- Sections 120.12(1) [Board duty; care, control and management of school property]
- 120.12(9) [Board duty; use for discussion of public questions]
- 120.125 [Use for before and after-school child care programs]
- 120.12(17) [Board power; temporary use of school property and authority to charge use fees]
- 120.13(19) [Board power; use for community education programs]
- 120.13(21) [Board power; use for educational lectures]
- 120.13(35) [Board power; presence of persons in school buildings]

Wisconsin Administrative Code

- HSS 172.05 [Swimming pool staffing rules]
- Equal Access Act [Access to school facilities by non-curriculum related student groups]
- Boy Scouts of America Equal Access Act [Access to school facilities by Boy Scouts and other designated youth groups]

CROSS REF.: 1310, Tobacco Use **on School Premises**
1331, Classification of Groups Using School District Facilities
~~1332, Emergency Use of School Buildings~~
1333, Facilities Charges
1350, Equipment Use by Community Groups
1600, Visitors
1812, Relations with Parent-Teacher Organizations
3600, School Safety
3622, Access to School Buildings and Grounds
5143.1, Access to School Buildings
5436, Weapons
6570, Before and/or After-School Child Care Programs

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: May 28, 1991
May 27, 2003
December 19, 2006

**RULE 1330
FACILITIES USE**

The following rules govern the use of District facilities (including grounds) by all organizations and individuals. Violation of these rules may result in revocation of approval, denial of future applications for "Permit for Use of School Property," and/or legal action.

1. No organization or individual shall be permitted to use District facilities when such use interferes with the use of the property for school purposes or school related functions. The determination of whether a requested use interferes with use of the facilities for school purposes or school related functions shall be made by the building principal (where applicable) and the District's Director of Facilities Services/designee.
2. Requests for use of District facilities shall be initiated by the sponsoring person or organization by obtaining a "Permit for Use of School Property" form from the building to be used.
3. Applicants shall complete the Permit for Use of School Property form and return it to the requested school at least two weeks (~~four weeks for the Reuther facilities~~) in advance of the proposed date(s) of use. A \$20.00 processing fee will be collected from all non-school related organizations at the time the permit is submitted. In the event the permit is denied, the \$20.00 fee will be returned to the applicant. The requested school will then forward the approved/denied form to the Facilities Office. All participating organizations or groups must be listed on the form.
4. All requests must be reviewed by and are subject to the approval of the Director of Facilities Services/designee and building principal (where applicable).
5. ~~All permits for use of the Reuther auditorium, gym, and pool are subject to the approval of the Reuther Advisory Board.~~
56. Agreements for use of District facilities must be signed by all responsible applicants.
67. Applicants and users must follow all policies, rules and procedures of the District, local ordinances, and Wisconsin Statutes governing the use of public school facilities.
78. Applicants are responsible for any applicable fees and costs associated with their rental of District facilities in accordance with District Policies 1331 and 1333. Such fees and costs must be paid within 30 days of the billing or shall be subject to the accrual of interest at a rate of twelve percent (12%) per annum.
89. If additional services are required, the applicant must make separate arrangements with the Director of Facilities Services/designee. Such additional services may subject the applicant to additional fees or charges as determined by the Director of Facilities Services/designee.
940. Approved applicants shall not sublet or otherwise transfer their approved usage of District facilities to other persons, entities or organizations.
104. Approved applicants shall be responsible for any damage or loss to District property resulting from their usage and shall reimburse the District for all such damage or loss immediately upon receipt of a written demand for payment from the District.
112. District facilities are to be used only for the purpose and in the areas identified in the rental agreement with the District.
123. Organizations advertising or announcing programs to be held on District property shall identify their sponsorship in any advertisements or announcements of such programs.
134. Applicants will save and hold the District and the District's employees and agents harmless from and against any losses, damages, liability, or expenses (including reasonable attorneys' fees) resulting from, claimed by or against, or incurred by the District, arising from any injury to any person or loss of or damage to any property, to the extent caused by or resulting from any negligence or willful acts or omissions of the applicant or the applicant's use of the District's property and facilities, except to the extent of the negligence or willful conduct of the District or its employees, agents, and invitees.

RULE 1330
FACILITIES USE
Page 2

15. As determined by the Director of Facilities Services/designee, liability insurance coverage may be required of an applicant. When requested, a Certificate of Insurance, in a form acceptable to the Facilities Department, must be attached to the rental agreement upon signing. The minimum acceptable policy limit is \$1,000,000.00 and the District must be named as an additional insured covered by the policy.
16. All cancellations must be made at least five (5) business days in advance of the intended use to either the Facilities Services office or at the applicable building location. The rental cost will be assessed for failure to cancel an approved rental.
17. There is a one-hour MINIMUM usage per rental.
18. All applicants shall be responsible for the conduct and control of any patrons, participants or invitees and must provide sufficient supervision to satisfy the **Building Principal and/or** Director of Facilities Services/designee that the event will be adequately controlled.
19. The District is not responsible for any personal items of the applicant or other persons using the facilities that are lost, stolen or broken.
20. The applicant and users of District facilities must follow and enforce all state and local laws governing fire prevention and safety.
21. Use of District facilities is contingent upon the availability of custodial services and other necessary services.
22. The possession and use of tobacco products, alcoholic beverages, intoxicants or illegal controlled substances on District property is strictly prohibited.
23. Gambling of any kind is prohibited.
24. Disorderly conduct is prohibited.
25. The use of power driven recreational apparatuses such as snowmobiles, go-carts, mini-bikes, miniature airplanes, and self-propelled modes of transportation such as bicycles, skateboards, roller skates, roller blades and scooters shall not be permitted on District property without the express consent of the Director of Facilities Services/designee. This excludes any electronic, battery operated or mechanical transportation aid for individuals with physical disabilities.
26. Practice for the improvement of golf skills, including the swinging of golf clubs or hitting of golf balls, is not permitted on District property.
27. Use of an open flame on District property is strictly prohibited.
28. The District reserves the right to remove any individual or organization from District facilities for violation of District policies or rules.
29. Any individual or organization failing to conduct their usage consistent with District policies, rules and procedures may be denied subsequent rental.
30. All conditions or situations not covered by these rules shall be handled on a case-by-case basis by the District and the Director of Facilities Services/designee.
31. District facilities shall be open to inspection, at all times, by authorized representatives of the School Board.
32. Approval may be denied if the intended use is contrary to District policy, conflicts with use of the property for school purposes, or may result in danger to others or District property.
33. Lifeguards must be chosen from the Recreation Department's approved list, paid by the user, and must be on duty anytime that the pool is rented. State law and regulations shall be followed when staffing the pool.

CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES

Permitted usage and availability of District facilities shall be determined by classification of the group requesting use of the facility. Charges for use of District facilities, including rental and custodial ~~fees~~ ~~costs~~, shall vary in accordance with such classification.

The Director of Facilities Services **or designee** will categorize groups eligible to use District facilities under one of the seven classifications defined below. District facilities shall be made available to eligible groups in the following order, as space and priority allow:

1. School Activity Groups
2. Recreation Department Sponsored Groups
3. School Related Activity Groups
4. Non-Curriculum Related Student Groups
5. Kenosha Unified Community Youth Groups
6. Kenosha Unified Community Groups
7. For-Profit and Other Groups

Classification of groups using District facilities shall be as follows:

1. School Activity Groups

School Activity Groups are those groups that are directly related to a District educational program or extracurricular program sponsored by the District, including academic, athletic, cultural and social group activities. (e.g., drama clubs and cheerleading)

School Activity Groups will be permitted to use District facilities during non-school hours, with the permission of the **Building Principal or** Director of Facilities Services, and when such use does not interfere with District purposes. The District will ~~never~~ **waive** the rental ~~fee~~ ~~cost~~. The actual custodial ~~fee~~ ~~cost~~ beyond the normal custodial working hours will be charged to the appropriate school account.

2. Recreation Department Sponsored Groups

Recreation Department Sponsored Groups are those groups or programs that are directly sponsored and administered by the District's Recreation Department.

Recreation Department Sponsored Groups will be allowed to use District facilities for any lawful purpose that promotes the recreation and physical fitness of the District's residents and students. (e.g., senior citizens and summer recreation)

Recreation Department Sponsored Groups will be permitted to use District facilities during non-school hours with the permission of the **Coordinator of Athletics/Physical Education and/or** Director of Facilities Services, and when such use does not interfere with District purposes or by School Activity Groups. The District will ~~never~~ **waive** the rental ~~fee~~ ~~cost~~. The actual custodial ~~fee~~ ~~cost~~ beyond the normal custodial working hours will be charged to the Recreation Department.

3. School Related Activity Groups

School Related Activity Groups are those groups not under direct sponsorship of the school or District, but related to the schools in that they are organized for the sole purpose of supporting the District's schools and improving District education. (e.g., parent-teacher and parent booster groups)

POLICY 1331
CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES
Page 2

School Related Activity Groups will be permitted to use District facilities during non-school hours with the permission of the **Building Principal and/or** Director of Facilities Services, and when such use does not interfere with District purposes, or use by School Activity Groups or Recreation Department Sponsored Groups. The District will ~~cover~~**waive** the rental ~~fee cost~~. The actual custodial cost beyond the regular custodial working hours will be charged to the School Related Activity Group.

4. Non-Curriculum Related Student Groups

Non-Curriculum Related Student Groups have the following characteristics:

- a. The group is comprised of District students.
- b. The subject matter of the group is not actually taught, or will not soon be taught, as a regularly offered course of the school.
- c. The subject matter of the group does not concern the body of courses as a whole.
- d. Participation in the group is not required for a particular course.
- e. Participation in the group does not result in academic credit.
- f. Group meetings are not directed, controlled, conducted or regularly attended by non-school persons.

Non-Curriculum Related Student Groups will be given equal access and priority to District facilities. The District will not deny equal access or a fair opportunity to, or discriminate against, any Non-Curriculum-Related Student Group who wishes to conduct a meeting on the basis of the religious, political, philosophical, or other content of the speech at such meetings.

Non-Curriculum Related Student Groups may not be sponsored by the school, the District, or their agents or employees. Meetings of Non-Curriculum Related Student Groups must be student-initiated and voluntary.

Non-Curriculum Related Student Groups will be permitted to use District facilities for any purpose that does not materially and substantially interfere with the orderly conduct of educational activities within the school. The District retains the right to deny access to District facilities to maintain order and discipline on school premises, to protect the well being of District students and faculty, and to assure that attendance of students at meetings is voluntary.

Non-Curriculum Related Student Groups will be permitted to use District facilities during non-school hours with the permission of the **Building Principal and/or** Director of Facilities Services, and when such use does not interfere with District purposes, or by School Activity Groups, Recreation Department Sponsored Groups or School Related Activity Groups. The District will cover the rental cost. The actual custodial cost beyond the normal custodial working hours will be charged to the Non-Curriculum Related Student Groups

5. Kenosha Unified Community Youth Groups

A Kenosha Unified Community Youth Group is a non-profit group or organization whose primary purpose is to serve children and youth of the Kenosha Unified School District. (e.g., Scouts and youth sports) The focus of the use of District facilities must be to provide a program that actively involves young people who reside within the boundaries of the District.

POLICY 1331
CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES
Page 3

The Kenosha Unified Community Youth Groups will be permitted to use District facilities during non-school hours with the permission of the **Building Principal and/or** Director of Facilities Services, and when such use does not interfere with District purposes, or by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups or Non-Curriculum Related Student Groups. The District will ~~ever~~ waive the rental ~~fee cost~~. If the event or activity is a fundraiser, or user/hourly fees are charged to participants, the Kenosha Unified Community Youth Group will be charged a rental ~~fee cost~~. The actual custodial ~~fee cost~~ beyond the normal custodial working hours will be charged to the Kenosha Unified Community Youth Groups.

6. Kenosha Unified Community Groups

Kenosha Unified Community Groups are nonprofit groups that intend to use District facilities for a lawful non-school purpose primarily for adults.

To qualify as a Kenosha Unified Community Group, at least 51% of the owners or members of the group or at least 51% of its attendees during use of District facilities must be residents of Kenosha Unified attendance area. Certified lists of members, owners, or attendees, with addresses, may be requested when applying for use of District facilities.

Kenosha Unified Community Groups may use District facilities during non-school hours with the permission of the **Building Principal and/or** Director of Facilities Services and when such use does not interfere with District purposes or by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups, Non-Curriculum Related Student Groups or Kenosha Unified Community Youth Groups.

Kenosha Unified Community Groups will be charged rent for the use of facilities and actual custodial ~~fee cost~~ beyond the normal custodial working hours.

7. For-Profit and Other Groups

For-Profit and Other Groups are groups, organizations or individual(s) that intend to use District facilities for a lawful non-school purpose and do not fall within any of the other classifications stated herein.

To qualify as a For-Profit and Other Group, at least 51% of the owners or members of the group or at least 51% of its attendees during use of District facilities must be residents of Kenosha Unified attendance area. Certified lists of members, owners, or attendees, with addresses, may be requested when applying for use of District facilities.

For-Profit and Other Groups may use District facilities during non-school hours with the permission of the **Building Principal and/or** Director of Facilities Services and when such use does not interfere with District purposes, or by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups, Non-Curriculum Related Student Groups, Kenosha Unified Community Youth Groups or Kenosha Unified Community Groups. For-Profit and Other Groups will be charged rent for use of facilities and actual custodial ~~fee cost~~ beyond the normal custodial

working hours.

POLICY 1331
CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES
Page 4

Nothing in this policy or any other District policy is intended to prohibit or affect the use of District facilities for free discussions of public questions upon the written application of one-half of the District's electors pursuant to state law.

LEGAL REF.: Wisconsin Statutes

- Sections 120.12(1) [Board duty; care, control and management of school property]
- 120.12(9) [Board duty; use for discussion of public questions]
- 120.125 [Use for before and after-school child care programs]
- 120.13(17) [Board power; temporary use of school property and authority to charge use fees]
- 120.13(19) [Board power; use for community education programs]
- 120.13(21) [Board power; use for educational lectures]
- 120.13(35) [Board power; presence of persons in school buildings]

Wisconsin Administrative Code

- HSS 172.05 [Swimming pool staffing rules]
- Equal Access Act [Access to school facilities by non-curriculum-related student groups]
- Boy Scouts of America Equal Access Act [Access to school facilities by Boy Scouts and other designated youth groups]

- CROSS REF.: 1310, Tobacco Use **on School Premises**
1330, Use of School District Facilities
~~1332, Emergency Use of School Buildings~~
1333, **Facilities Charges for Use of School District Facilities**
1812, Relations with Parent-Teacher Organizations
~~5143.1, Access to Buildings~~
5436, Weapons
6570, Before and/or After School Child Care Programs

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: May 28, 1991
May 27, 2003

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

December 18, 2012

INSRUCTIONAL PROGRAM MISSION AND BELIEFS POLICY 6110

School Board Policy 6110 Instructional Program Mission and Beliefs and Rule 6110 Instructional and Staff Objectives to Accomplish Instructional Programs Mission was developed and affirmed in 1991 and revised in 1992 and 2002. The wording in the policy reflected the District mission and beliefs during those times; and was revised with each new district plan. The rule defined instructional objectives for the staff also aligned with the mission and curriculum guides that existed during that time. The current District vision, mission and transformation principles of learning were developed through the transformation design process which now provides direction for all departments. The current transformation goals provide specific direction for the staff and the student results define a means to monitor the students' progress.

Therefore, it is recommended to remove Policy and Rule 6110 because it does not reflect the Department of Teaching and Learning's current focus and practice. The focus of this Department is clearly established in Policy 6100 titled Mission, Principles, Goals and Results that was approved by the Board June 28, 2011 that defines the District's Transformation Plan.

Administrative Recommendation

At its November 13, 2012 meeting, the Personnel/Policy and Curriculum/Program Standing Committees voted to forward the recommendation for removal of Policy and Rule 6110 to the School Board for consideration. At its November 27, 2012 meeting, the Board voted to approve elimination of Policy and Rule 6110 as a first reading. Administration recommends that the School Board approve elimination of Policy 6110 – Instructional Program Mission and Beliefs as a second reading this evening.

Dr. Michele Hancock
Superintendent of Schools

Dr. Sue Savaglio-Jarvis
Executive Director of Teaching and Learning

POLICY 6110

~~INSTRUCTIONAL PROGRAM MISSION AND BELIEFS~~

~~The mission of the District's instructional program is to successfully educate all students to reach their fullest intellectual, academic, social/emotional and physical potential. The District shall encourage students to become self fulfilled individuals, lifelong learners, creative thinkers, and contributing members of an ever-changing world for today and tomorrow.~~

~~The Kenosha Unified School District No. 1 believes and is committed to:~~

- ~~• **Investing in Our Future (Our Children Are The Future)**
Children are society's most important resource, and we believe that the efforts of public education to educate all children are vital to the present and future success of our global community.~~
- ~~• **Contribution**
All District personnel make a difference in education by contributing positively to the lives of our students.~~
- ~~• **Equity**
The Kenosha Unified School District No. 1 is committed to providing equity for all students in instructional opportunities, resources, facilities, and support services.~~
- ~~• **Diversity**
The Kenosha Unified School District No. 1 is committed to creating an awareness, an understanding, and an appreciation of the diversity of all students.~~
- ~~• **Professionalism**
We are people oriented professionals who derive satisfaction through learner success.~~
- ~~• **Lifelong Learning**
Kenosha Unified School District No. 1 is committed to developing a community of life long learners.~~
- ~~• **Family and Community Involvement**
The Kenosha Unified School District No. 1 is committed to a partnership with parents/guardians/family and other community members in advising, advocating and supporting the well being of children.~~
- ~~• **Success**
We believe nurturing the individual's growth and development in becoming a productive and responsible citizen will result in success for all.~~

~~LEGAL REF.: Wisconsin Statutes~~

~~Sections 118.01 — [Instructional program goals requirements]~~

~~118.13 — [Student discrimination prohibited]~~

~~118.30 — [Academic standards]~~

~~120.13 — [Board power to do all things reasonable for the cause of education]~~

~~121.02(1) [School district standards]~~

POLICY 6110

~~INSTRUCTIONAL PROGRAM MISSION AND BELIEFS~~

Page 2

~~CROSS REF.: 2110, Accountability~~
~~5110, Equal Educational Opportunities~~

~~6100, District Vision~~
~~6300, Curriculum Development and Improvement~~
~~Board-Adopted Academic Standards~~
~~District Learning and Content Standards~~

ADMINISTRATIVE REGULATIONS: None

~~AFFIRMED: September 24, 1991~~

~~REVISED: July 28, 1992~~
~~January 29, 2002~~

RULE 6110

~~INSTRUCTIONAL AND STAFF OBJECTIVES TO
ACCOMPLISH INSTRUCTIONAL PROGRAM MISSION~~

~~Instructional Objectives~~

~~The instructional objectives to accomplish this mission shall be:~~

- ~~1. Develop in student's effective skills in the fundamental learning processes:
 - a. Reading
 - b. Listening
 - c. Speaking
 - d. Writing
 - e. Understanding and applying mathematics
 - f. Problem solving and critical thinking skills
 - g. Observation
 - h. Understanding of the skills of science and the relationship between science and society
 - i. Appreciation of the American heritage and local, state, and national government, including the rights and responsibilities of citizenship.~~
- ~~2. Develop in every student an awareness of the requirements, opportunities and responsibilities of productive employment in various occupations and professions.~~
- ~~3. Develop in every student intellectual curiosity and an eagerness for lifelong learning.~~
- ~~4. Prepare every student for life in a rapidly changing society by developing the needed attitudes, knowledge, and skills.~~
- ~~5. Develop in every student an understanding of economic processes and the skills necessary to be an informed consumer.~~
- ~~6. Develop in every student technological competency.~~
- ~~7. Develop in every student an appreciation of the arts in various forms and a capacity to express themselves creatively.~~
- ~~8. Develop in every student personal interests which lead to responsible and socially acceptable uses of leisure time.~~
- ~~9. Develop in every student knowledge, attitudes and skills required for sound personal habits in physical health, mental health, and safety.~~
- ~~10. Develop in every student a sense of responsibility for personal decisions and actions, as well as a respect for property, resources, persons and most important, themselves.~~
- ~~11. Develop in every student knowledge, attitudes and skills necessary for an understanding of present and future family responsibilities.~~
- ~~12. Develop in every student an understanding of sexuality, the responsibilities it creates and the role that it plays in individual, family, and social life.~~
- ~~13. Develop in every student an appreciation of the world, its people, societies, institutions and governments, and the students' relationship to them.~~

~~Staff Objectives~~

~~The staff objectives to achieve the District Mission shall be to provide:~~

- ~~1. Positive, safe, orderly, respectful, and task-oriented environment for learning.~~
- ~~2. Effective administrative support and leadership.~~
- ~~3. High expectations for all staff members.~~

4. ~~High academic and behavioral expectations for all students.~~
5. ~~Quality, coordinated curriculum that is uniform throughout the District.~~
6. ~~Classroom instruction that is structured and actively directed by the teacher.~~
7. ~~Parent and community involvement and support in and from District committees and other activities.~~
8. ~~Clear and commonly shared instructional goals in which student acquisition of the basic academic skills is the primary focus.~~
9. ~~Regular and systematic monitoring of student academic progress.~~
10. ~~Developmentally appropriate activities.~~

~~More specific information regarding objectives and the criterion referenced testing component for each subject area can be found in the specific curriculum guide for each subject.~~

POLICY 6100
MISSION, PRINCIPLES, GOALS, RESULTS

The Kenosha Unified School District Mission is to assure every child experiences high quality, personalized learning success.

Transformation Principles

We value...

- Blended Personalized Learning
(Adaptable to individual needs, flexible in access and delivery and interactive, engaging learning)
- Multi-Dimensional Life and Career Skills
(Creativity and innovation, critical thinking and problem solving and communication and collaboration)
- Relevant Global Knowledge
(Content/information/media literacy and social and cross-cultural competencies)

Transformation Goals

We will...

- Improve student achievement.
- Expand collaborative partnerships with families, community, and industry.
- Secure resources (time, people, finances, operating processes) to support learning.

Transformation Student Results

Every student will...

- Be engaged
- Demonstrate proficiency
- Show continuous growth
- Graduate

LEGAL REF.: Wisconsin Statutes

Sections 118.01	[educational goals and expectations]
118.13	[pupil discrimination prohibited]
118.30	[pupil assessment]
120.13	[Board power to do all things reasonable for the cause of education]
121.02(1)	[School district standards]
No Child Left Behind Act of 2001	[Federal academic requirements for all students]

POLICY 6100
MISSION, PRINCIPLES, GOALS, RESULTS
Page 2

CROSS REF.: 1120, Parent/Caregiver Involvement
2110, Benchmarks
2720, Shared Decision Making
3600, School Safety
4370, Staff Development Opportunities
5110, Equal Educational Opportunities
5430, Student Conduct and Discipline
6110, Instructional Program Mission and Beliefs
6456, Graduation Requirements
8520, Board Goal Setting

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: September 24, 1991

REVISED: October 10, 2000
January 29, 2002
December 13, 2005
June 28, 2011

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Kenosha Unified School District
Kenosha, Wisconsin

December 18, 2012

2011-2012 Financial Audit Report

The District's Auditor, Schenck Solutions, has concluded their financial audit of the District's financial statements. The Audit, Budget and Finance Committee reviewed the audited financials at their December 4, 2012 meeting, and had the opportunity to ask questions. Mr. David Maccoux from Schenck was on hand to answer questions and provide a report to the committee. It was the opinion of Schenck that, "the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the District as of June 30, 2012, and the respective changes in financial position and cash flows, where applicable, thereof for the year ended in conformity with accounting principles generally accepted in the United States of America". The full Comprehensive Annual Financial Report (CAFR) is available on the District's website at <http://www.kusd.edu/departments/budget/cafr.pdf>.

Starting in 2000-2001, the District began presenting the financial statements in the form of a CAFR. This process is considerably more involved than preparing the basic financial statements that were previously prepared and presented to the Board of Education by our auditor. This report includes comprehensive financial statements, a statistical section, and statements of achievements over the past year.

Administrative Recommendation

The audit documents were presented at the December 4, 2012 Audit, Budget and Finance committee meetings where Dave Maccoux of Schenck Solutions was on hand to answer questions. No formal action is required other than acknowledgement of receipt of the audit results.

Dr. Michele Hancock
Superintendent of Schools

Tina M. Schmitz
Chief Financial Officer

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

December 18, 2012

POLICY/RULE 6311 – ELEMENTARY SCHOOL CLASSROOM UTILIZATION

Elementary School Classroom Utilization, Policy 6311 and Guidelines for Classroom Utilization, Rule 6311 was affirmed in 2000 and revised in 2002. Currently, the Long-Range Facilities Planning Policy and Rule 7200 (copy attached) defines our District's protocol for facilities planning. The rule refers to site councils and staffing allocation from federal and state efforts that are no longer implemented. Currently, utilization of space within a school is defined to maximize all students' learning while meeting their educational needs. Therefore, it is recommended to remove policy and rule 6311.

Administrative Recommendation:

At its December 4, 2012 meeting, the Joint Personnel/Policy, Planning/Facilities/Equipment and Curriculum/Program Committees voted to forward the recommendation for elimination of Policy and Rule 6311 to the School Board for consideration. Administration recommends that the School Board approve removal of Policy/Rule 6311 as a first reading this evening and second reading on January 22, 2013.

Dr. Michele Hancock
Superintendent of Schools

Dr. Sue Savaglio-Jarvis
Assistant Superintendent of Teaching and Learning

Karen Davis
Assistant Superintendent
Elementary School Leadership

Patrick Finnemore
Director of Facilities Services

POLICY 6311

~~ELEMENTARY SCHOOL CLASSROOM UTILIZATION~~

~~The use of classrooms in Kenosha Unified School District elementary schools is consistent with sound educational principles that promote the standards and benchmarks established for student learning. The attached Council of Educational Facility Planners International Educational Specifications will guide instructional utilization of facilities.~~

~~LEGAL REF.: Wisconsin Statutes~~

~~Sections 120.12(2) [Board duty; advise regarding instruction and progress of students]~~

~~120.13 [Board power to do all things reasonable for the cause of education]~~

~~CROSS REF.: 4351.1, Teaching Load~~

~~5110, Equal Educational Opportunities~~

~~6310, Elementary School Curriculum~~

~~6430, Instructional Arrangements (The Learning Situation)~~

~~6432, Class Size~~

~~District Learning and Content Standards and Benchmarks~~

~~ADMINISTRATIVE REGULATIONS: None~~

~~AFFIRMED: March 28, 2000~~

~~REVISED: January 29, 2002~~

RULE 6311

GUIDELINES FOR CLASSROOM UTILIZATION

The following guidelines are provided to ensure the uniform administration of classroom space assignments throughout the District and to affirm that classroom space is used to support efforts to maintain class sizes that enhance student learning in relationship to District and school standards and benchmarks:

- ~~Site classroom utilization plans and revisions to the plan must be approved by the Superintendent or designee.~~
- ~~With the exception of providing appropriate space for the education of students with disabilities and early childhood students, priority in assignment of classroom space will be given to the accommodation of District efforts to maintain small class sizes.~~
- ~~Classrooms are to be allocated according to the total number of graded sections supported through staffing allocations including any increased allocations due to federal, state, and local class size reduction efforts.~~
- ~~In determining the use of auxiliary classrooms (art, music, science, computer labs, Title I, etc), principals must involve their site councils in the development of a building plan and priority list to address the conversion of auxiliary classrooms to graded classrooms.~~
- ~~In the development of site classroom utilization plans, consideration may be given to adjusting instructional approaches and teaching assignments for flexible and alternative use of classrooms through team teaching, shared classrooms, etc.~~

~~In all cases, provision must be made for equitable assignment of classroom space to meet the needs of students with disabilities and to meet the needs of students in early childhood programs.~~

POLICY 7200
FACILITIES PLANNING

School facilities should provide an environment for effective educational development for all students for a diverse student population.

Long-range plans should exist that provide a basis for meeting District facilities needs in an orderly manner and making school facilities available at the time and in the place needed. Planning of school facilities will be consistent with the best acceptable current methods for the practical implementation of educational programs. Educational, diversity and community needs shall be considered in the planning of school facilities.

A continuing effort shall be made to provide facilities that will enable all District students to have a suitable educational environment. Before renovating or adding to existing school buildings, careful consideration shall be given to whether present and future needs can best be met in this manner. Existing school buildings shall be evaluated in terms of instructional developments and their ability to meet future enrollment and educational needs.

The Superintendent of Schools or designee shall have primary responsibility for the development and administration of major facility construction, additions or remodeling programs. Planning of major facility construction additions or remodeling shall involve staff members and Board members. The District shall comply with federal, state and local laws, codes and ordinances relating to design and construction.

The public shall be kept informed of District facilities needs and plans.

LEGAL REF.: Wisconsin Statutes

- Sections 120.10(5) [Annual meeting power; designating building sites]
- 120.10(10m) [Annual meeting power; school capitalization expansion fund]
- 120.12(1) [Board duty; care, control and management of district property]
- 120.12(5) [Board duty; repair of school buildings]
- 120.12(21) [Board duty; consideration of effects on historic properties]
- 120.13(1) [Board power; do all things reasonable for cause of education]

CROSS REF.: ~~Policy 6010, Mission of Instructional Program~~
Policy 7210, Forecasting Enrollments and Evaluating Existing Buildings
Policy 7320, Consultant Services
Policy 7340, Site Selection and Acquisition

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 10, 1991

REVISED: September 25, 2001
September 25, 2007

RULE 7200
FACILITIES PLANNING

A. Long-Range Planning

1. The Superintendent of Schools or designee shall establish a Long-Range Facilities Planning Committee for the purpose of developing a five-year plan that will be reviewed annually to determine long-range district facility needs and be presented to the School Board periodically as directed by the School Board.
2. A comprehensive long-range facilities plan should consider several factors, including the following:
 - a. The educational program to be offered.
 - b. The number and location of individuals to be served by the school system.
 - c. The space needs required beyond existing facilities.
 - d. The financial implications to the community.
 - e. The organization of attendance units.
 - f. The geographic and demographic characteristics of the District.
 - g. The adequacy of existing facilities to meet program needs.
 - h. The minority/majority of populations within the attendance area.

B. Instructional Design

1. Educational specifications shall be compiled by an instructional design committee appointed by the Superintendent of Schools when deemed necessary, when new facilities, additions or remodels are being considered. Members of this committee will represent the various instructional and service areas of the District and represent the Districts diverse student population (i.e. minority, special needs, majority, etc.). The educational specifications shall be submitted to the School Board for approval and referred to the facilities design committee.
2. Specifications for educational facility construction, additions or remodeling shall include:
 - a. Program considerations
 - b. Characteristics of the community
 - c. Instructional program
 - d. Other administrative considerations, such as:
 - i. Enrollment data
 - ii. Financial considerations
 - iii. Interrelationship of facility to District
 - iv. Description of curriculum organization
 - v. Personnel requirements
 - vi. Diversity of the student population
 - e. Relationship of spaces
 - f. Facilities required

C. Facilities Design

1. A planning committee, consisting of staff members appointed by the Superintendent of Schools or designee, Board members, and members of the community that reflects the diverse demographics of the District shall review educational specifications and construction plans at the various stages of development. Staff members representing the various instructional and service areas of the District, in addition to the architect/engineer, and other consultants may be invited for review of plans for specific areas.

RULE 7200
FACILITIES PLANNING
Page 2

2. Major facilities planning shall be based on the educational specifications and/or evaluation of existing buildings. "Major facility construction, additions and remodeling" shall be defined to include any projects that (a) are new construction or remodeling which would substantially change the nature of an existing building, and (b) would require funding other than the normal, annual District budgetary provisions.
3. The Superintendent of Schools shall have decision-making authority to revise plans and specifications recommended by the planning committee to avoid cost overruns and to ensure timely completion of the project, subject to School Board approval. Approval of plans at the various stages of development shall be by School Board action.
4. A milestone schedule for the entire project shall be developed and submitted to the School Board for approval.
5. An estimate of the costs of major construction, additions or remodeling shall be submitted to the School Board and based upon information furnished by the architect/engineer and/or the general contractor/construction manager. A total project cost estimate shall be prepared and include:
 - a. Construction cost including fixed equipment and site development
 - b. Architectural services
 - c. Movable equipment
 - d. Special assessments for sewer, water and paving
 - e. Contingency

Kenosha Unified School District
Kenosha, Wisconsin

December 18, 2012

REGULAR SCHOOL BOARD MEETINGS POLICY 8710 AND
RULES OF ORDER POLICY 8810

On November 23, 2010 the Board adopted protocol regarding responses to citizen comments during Board of Education meetings and to not include individual Board Member responses to citizen comments as an agenda item on Regular Meeting agendas. At the December 14, 2010 Regular Meeting, the Board approved revisions to the rule portion of Policies 8712 - School Board Meeting Agenda Preparation and Dissemination and 8870 - Public Participation at School Board Meetings to reflect these protocols.

Attached are revisions to Policy 8710, Regular School Board Meetings and Policy 8810, Rules of Order, that eliminates language regarding School Board Members responses to citizen comments.

It is recommended that the Board approve the attached revisions to Policies 8710 and 8810 as a first reading this evening and a second reading on January 22, 2013.

Mary Snyder
School Board President

POLICY 8710
REGULAR SCHOOL BOARD MEETINGS

Annually at the organizational meeting, the School Board shall set the time and place of regular Board meetings. The schedule of regular meetings so made shall remain in effect until the fourth Monday in April of the following year, unless changed by a majority vote of the School Board during the year. The Board may also eliminate scheduled meetings as long as at least one regular School Board meeting is held each calendar month.

Regular meetings shall be scheduled to take place on District property. Advanced notice shall be given for all regular Board meetings in accordance with state law and School Board policy.

Unless changed by majority vote, the order of business at regular School Board meetings shall follow the agenda. No new items of business shall be taken up after 11:00 p.m. except by two-thirds vote of those members present at the meeting. If the agenda is not completed, the remaining items will be continued at a predetermined date and time unless another meeting date and time is set by a two-thirds vote of the School Board members present.

New business not on the regular School Board meeting agenda may not be discussed or acted upon, except for emergency items as allowed by law that may be acted upon. ~~The School Board may discuss any matter raised by the public during the public comment period if such period was included in the notice of the meeting.~~

LEGAL REF.: Wisconsin Statutes
 Sections 19.84 [Public notice requirements]
 19.85 [Open meeting exemptions]
 120.11(1) [Regular board meetings]

CROSS REF.: 8711, Public Notification of Board Meetings
 8712, Agenda Preparation and Dissemination
 8720, Special Board Meetings
 8730, Executive Sessions (Closed Sessions)
 8740, Organizational Meeting
 8810, Rules of Order
 8820, Quorum
 8840, Board Minutes
 8870, Public Participation at Board Meetings

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: May 25, 1993 and June 8, 1993

REVISED: July 10, 2001

POLICY 8810
RULES OF ORDER

The School Board shall conduct all its meetings in accordance with newly revised Robert's Rules of Order, unless otherwise provided below.

1. The School Board president may vote on all matters coming before the School Board. The School Board president has the right to introduce or second motions if another School Board member is given temporary control of the meeting. Temporary control is assigned in the following order: Vice President, Clerk, Treasurer, any other member.
2. A motion to Limit Debate shall be decided by a majority vote.
3. Each regular and special meeting of the School Board shall be considered a "session," unless it is an adjourned meeting as defined by newly revised Robert's Rules of Order.
4. It shall be in order to Postpone Definitely a motion, event or report beyond the next session by a majority vote.
5. A motion to rescind or amend something previously adopted at an earlier session requires a majority vote if prior notice is given outlining the proposed motion. Without this notice, a two-thirds vote is required. This notice may be given by mail or may be given orally at an open meeting or a closed meeting if applicable. (Note: In any event, the provisions of the Open Meeting Law and School Board Policy apply). The School Board President shall require a majority written request or vote for placement on an agenda if the member did not vote on the prevailing side of the motion to be rescinded or amended. The provisions and requirements of this section shall expire ninety (90) days from the date of the last School Board action and, therefore, agenda requests and motions may be offered on the issue as if new.
6. A motion to rescind or amend something previously adopted instead of reconsidering action taken at the same session shall require a two-thirds vote. If a motion to reconsider fails, it shall not be in order to move to rescind or amend something previously adopted at that same session.
7. A motion may be unilaterally withdrawn by the maker prior to any vote being cast. Similarly, a motion may be modified without the permission of the second; however, the second may withdraw.
8. A member, while speaking on a motion, may not move the previous question.
9. Discussion is permitted when no motion is pending. To close discussion when no motion is pending, a member may request to proceed. No second is required. It is not debatable, it is not in order when another has the floor, and requires a majority vote if the request is objected to but no member immediately offers a motion. After a request to proceed, the chair shall ask if there is an objection or a motion and, if hearing none, the School Board will proceed with the agenda.
10. Except as adopted by a unanimous vote to suspend this Bylaw, the following motions shall not be in order:
 - a. Create a Special Order
 - b. Call for the Orders of the Day
 - c. Reconsider and Enter on the Minutes
 - d. Lay on the Table
 - e. Take from the Table

~~11. School Board members' response to citizen comments shall be limited to six minutes.~~

121. Time allowed for debate on motions during regular meetings shall be limited to one five minute discussion period followed by one three minute rebuttal period per person. Another three minute rebuttal time is allowed during special meetings. The use of another member's time is allowed at the discretion of the chair under the following provisions:
- a. another member must consent to waive his/her time;
 - b. the ruling of the chair shall apply to all members;
 - c. discretion to use another member's time expires once a vote has occurred; and
 - d. a member can use another member's time only once per motion.

CROSS REF.: 8710, Regular Board Meeting
8720, Special Board Meeting
8730, Executive Sessions (Closed Meetings)
8850, Board Standing Committees
8870, Public Participation at Board Meetings

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 8, 1993

REVISED: March 26, 1996
July 8, 1997
July 10, 2001
May 22, 2007

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

December 18, 2012

DONATIONS TO THE DISTRICT

The District has received the following donations:

1. Scott Carlson donated a Ford Windstar to the Bradford auto shop. The estimated value of this donation is \$1,678.00.
2. The Wal-Mart Corporation donated twenty \$50.00 gift cards to teachers at Wilson Elementary School to purchase classroom supplies and/or nutritious snacks for their students. The value of this donation is \$1,000.00.
3. The Kenosha Masonic Lodge #47 donated \$500.00 to the Lincoln Middle School mentor program.
4. Culver's donated vanilla custard to Roosevelt Elementary School's Veteran's Day celebration. The value of this donation is \$146.30.
5. Starbuck's donated coffee to Roosevelt Elementary School's Veteran's Day celebration. The value of this donation is \$27.00.
6. McDonald's donated apple pies to Roosevelt Elementary School's Veteran's Day celebration. The value of this donation is \$27.19.
7. The Wal-Mart Corporation donated a cake to the staff at Wilson Elementary School in appreciation of their work with students as part of the Wal-Mart Teacher Rewards Program. The value of this donation is unknown.

Administrative Recommendation

Administration requests the Board of Education approve acceptance of the above listed gift(s), grant(s) or bequest(s) as per Board Policy 1400, to authorize the establishment of appropriate accounts to monitor fiscal activity, to amend the budget to reflect this action and to publish the budget change per Wisconsin Statute 65.90(5)(a).

Dr. Michele Hancock
Superintendent of Schools

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

December 18, 2012

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board
December-January**

December

- December 4, 2012 – Standing Committee Meetings in ESC Board Room
- December 18, 2012 – Regular Board of Education Meeting – 7:00 P.M. in ESC Board Room
- December 21, 2012 – January 2, 2013 – Winter Recess

January

- January 3, 2013 – Schools Reopen
- January 8, 2013 - Standing Committee Meetings in ESC Board Room
- January 21, 2013 – Martin Luther King, Jr. Day – ½ Day For Students and Staff
- January 22, 2013 – Regular Board of Education Meeting –7:00 P.M. in ESC Board Meeting Room
- January 28, 2013 – Teacher Workday – No School for Students

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