



**KENOSHA UNIFIED SCHOOL BOARD**  
**PLANNING/FACILITIES/EQUIPMENT MEETING**  
Educational Support Center – Room 110  
November 12, 2013  
**MINUTES**

A meeting of the Kenosha Unified Planning/Facilities/Equipment Committee chaired by Mr. Nuzzo was called to order at 5:40 P.M. with the following Committee members present: Mrs. Coleman, Mrs. Snyder, Mr. Valeri, Mrs. Bothe, and Mr. Nuzzo. Dr. Hancock was also present. Mr. Zielinski was excused. Ms. Iqbal was absent.

**Approval of Minutes – October 8, 2013 (2 sets)**

Mrs. Coleman moved to approve the minutes as contained in the agenda. Mrs. Snyder seconded the motion. Unanimously approved.

**Cost Estimate For eSchool Transition to the Jefferson Annex**

Mr. Kristopher Keckler, Executive Director of Information & Accountability, and Mr. Patrick Finnemore, Director of Facilities, presented the Cost Estimate for the eSchool Transition to the Jefferson Annex as contained in the agenda. They indicated that due to the growth of eSchool program the recommendation is to use the first floor of the Jefferson Annex to address the needs of the program. The estimated cost for the expected renovations total \$162,500. It is proposed that \$78,000 be incurred in the current fiscal year (FY 2014) and \$84,500 be part of the 2015 fiscal year budget.

Mrs. Snyder moved to forward the eSchool transition proposal to the November 26, 2013, regular school board meeting for approval. Mr. Valeri seconded the motion. Unanimously approved.

**Information Items**

Mr. Finnemore presented the Utility Budget & Energy Savings Program Update as contained in the agenda and there were no questions from Committee members.

Mr. Finnemore presented the Capital Projects Update. He noted that Lance Middle School Gym Divider Project, which consist of the replacement of the wooden gym divider with a vinyl curtain, was added since the last update. He then updated the Committee on the key accomplishments over the last month and answered questions from Committee members.

Meeting adjourned at 5:54 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**JOINT PLANNING/FACILITIES/EQUIPMENT &**  
**PERSONNEL/POLICY MEETING**  
Educational Support Center – Room 110  
November 12, 2013  
**MINUTES**

A joint meeting of the Kenosha Unified Planning/Facilities/Equipment and Personnel/Policy Committees chaired by Mr. Nuzzo was called to order at 5:54 P.M. with the following Committee members present: Mrs. Coleman, Mrs. Snyder, Mr. Valeri, Mrs. Bothe, Mr. Bryan, Mr. Flood, Mrs. Snyder, Ms. Burns, Ms. Butler, Ms. Hamilton, Ms. Dahl, and Mr. Nuzzo. Dr. Hancock was also present. Mr. Zielinski was excused. Ms. Iqbal, Ms. Morrison and Ms. Morgan were absent.

**Proposed Changes to Facilities Policies**

Mr. Patrick Finnemore, Director of Facilities, presented the Proposed Changes to Facilities Policies. He indicated that since the last time the facilities related policies were updated there have been some changes in the processes and/or terminology that the District uses; therefore, the policies were updated. He noted that discussion summaries for any additional proposed changes were included in the agenda to help explain the reasoning behind the proposed changes.

Mrs. Bothe moved to forward the facilities related policy changes to the full Board for a first reading. Mr. Flood seconded the motion. Unanimously approved.

**Future Agenda Items**

Mr. Finnemore indicated that he would be bringing a building related issue forward next month.

Meeting adjourned at 6:00 P.M.

Stacy Schroeder Busby  
School Board Secretary



A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Mr. Bryan was called to order at 6:01 P.M. with the following Committee members present: Mr. Flood, Mrs. Snyder, Ms. Burns, Ms. Butler, Ms. Hamilton, Mrs. Dahl, and Mr. Bryan. Dr. Hancock was also present. Ms. Morrison and Ms. Morgan were absent.

**Approval of Minutes – October 8, 2013 (3 sets)**

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

**Wisconsin Educator Effectiveness System Implementation**

Mr. Edward Kupka, Director of Human Resources, presented the Wisconsin Educator Effectiveness System Implementation as contained in the agenda. He indicated in April, 2011 Wisconsin Action 166 took effect which requires DPI to develop an educator effectiveness evaluation system and an equivalency process aligned with the state system to assist school districts in the evaluation of the performance of teachers and principals. An Evaluation Team was formed to investigate the state system and equivalency process to determine the District's course of action, complete a Readiness Survey provided by DPI, and to create a timeline and action plan to prepare for the implementation by the 2014-15 school year. As a result of the Evaluation Team's comparison study, monthly meetings with DPI, discussions with the large urban school districts, and a review by the Leadership Council, the recommendation is to move forward with the DPI state model utilizing Teachscape. It is further recommended that permission be granted to submit the state grant application and indicate the intent to utilize Teachscape so that licenses can be secured for employees to begin training and evaluator certification processes in time for the Evaluation Team to proceed with the timeline.

Mr. Flood moved that the Wisconsin Education Effectiveness System Implementation be forwarded to the full Board for consideration. Ms. Burns seconded the motion. Unanimously approved.

**Policy 1400 – Gifts, Grants, and Bequests**

Ms. Dahl indicated that she made the inquiry on whether or not there was a policy in existence for employee gifts. There were no recommended changes pertaining to the policy.

**Policy/Rule 5431 – Student Dress Code**

Flood introduced Policy/Rule 5431 – Student Dress Code and indicated that he is requesting the proposed changes as he felt it would be fair to student while reducing the burden on Administration and other staff in regards to enforcement.

Mr. Flood moved to approve the revisions of Policy/Rule 5431 – Student Dress Code with the additional revision of “to cover the mid-section” to “to fully cover the gluteus maximus” in the last sentence of the “Bottoms” section of the Rule. Ms. Burns seconded the motion. Discussion followed.

Dr. Hancock suggested that a Dress Code Ad Hoc Committee be formed, as done in the past, and that Policy/Rule 5431 – Student Dress Code be reviewed by that Committee. Mr. Bryan and Mrs. Coleman agreed with Dr. Hancock’s suggestion.

Mr. Flood with withdrew his motion to approve the revisions of Policy/Rule 5431 – Student Dress Code with the additional revision of “to cover the mid-section” to “to fully cover the gluteus maximus” in the last sentence of the “Bottoms” section of the Rule.

Mr. Flood moved to forward Policy/Rule 5431 – Student Dress Code with to the full Board for approval of only the suggested changes in the last paragraph of the Rule. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Flood requested that the members of the Personnel/Policy Committee be invited to serve on a member of the Dress Code Ad Hoc Committee.

### **Information Items**

There were no questions or comments on the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations.

### **Future Agenda Items**

Mr. Flood requested that Policy 8850 – School Board Committees and Policy 8870 – Public Participation at School Board Meetings be added to the agenda for next month’s meeting.

Meeting adjourned at 6:24 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
JOINT PERSONNEL/POLICY AND  
AUDIT/BUDGET/FINANCE MEETING  
Educational Support Center – Room 110  
November 12, 2013  
**MINUTES**

A joint meeting of the Kenosha Unified Personnel/Policy and Audit/Budget/Finance Committees chaired by Mr. Bryan was called to order at 6:27 P.M. with the following Committee members present: Mr. Flood, Mrs. Snyder, Ms. Burns, Ms. Butler, Ms. Hamilton, Ms. Dahl, Mrs. Taube, Mr. Nuzzo, Mr. Kent, Mr. Aceto, Mr. Dawson, Mr. Holdorf, Ms. London, and Mr. Bryan. Dr. Hancock was also present. Ms. Marcich was excused. Ms. Morrison, Ms. Morgan, and Mr. Coleman were absent.

**Policy/Rule 3110 – Annual Operating Budget, Policy/Rule 3111 – School Board Budget, Policy Rule 3112 – Budget Administration, Policy/Rule 3113 – Fiscal Impact Statement, Policy/Rule 3121 – Financial Accounting, Policy/Rule 3122 – Account Receivable/Uncollectible Accounts, and Policy/Rule 3323 – Fund Balance**

Mr. Tarik Hamdan, Interim Chief Financial Officer, indicated that per Board request the Finance management team reviewed the foregoing policies. He indicated that other than Policy 3323 – Fund Balance, which added the Governmental Accounting Standards Board Statement 54 (GASB 54) classifications for fund balance designation, the recommended changes consisted of minor changes to update the policy to align with current processes and/or terminology that the District currently uses.

Mr. Flood moved to forward agenda items A-G (Policy/Rule 3110 – Annual Operating Budget, Policy/Rule 3111 – School Board Budget, Policy Rule 3112 – Budget Administration, Policy/Rule 3113 – Fiscal Impact Statement, Policy/Rule 3121 – Financial Accounting, Policy/Rule 3122 – Account Receivable/Uncollectible Accounts, and Policy/Rule 3323 – Fund Balance) to the full Board for approval. Mrs. Snyder seconded the motion. Unanimously approved.

**Information Items**

Mrs. Sheronda Glass, Executive Director of Business Services, indicated that at the October 8, 2013 Committee meeting information was requested regarding the Procedure for Food Service Negative Lunch Balances and that a summary of the information requested along with the answers are included in the agenda. Ms. Cindy Gossett, Director of Food Services, answered questions from Committee members.

**Future Agenda Items**

There were no future agenda items noted.

Meeting adjourned at 6:42 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**AUDIT/BUDGET/FINANCE MEETING**  
Educational Support Center – Room 110  
November 12, 2013  
**MINUTES**

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Mrs. Taube was called to order at 6:44 P.M. with the following Committee members present: Mr. Nuzzo, Mr. Bryan, Mr. Kent, Mr. Aceto, Ms. Dawson, Mr. Holdorf, Ms. London, and Mrs. Taube. Dr. Hancock was also present. Ms. Marcich was excused. Mr. Coleman was absent.

**Approval of Minutes – October 8, 2013 (3 sets)**

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

**Information Items**

Mr. Tarik Hamdan, Interim Chief Financial Officer, presented the Monthly Financial Statements and answered questions from Committee members.

**Future Agenda Items**

Mr. Hamdan indicated that he would have the Financial Audit Report and an Other Post Employment Benefit Actuary Study on the agenda in January.

Meeting adjourned at 6:51 P.M.

Stacy Schroeder Busby  
School Board Secretary



A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mr. Flood was called to order at 6:54 P.M. with the following Committee members present: Mrs. Taube, Mrs. Coleman, Mrs. Daghfal, Mrs. Karabetsos, Ms. Kenefick, Mrs. Santoro, Mrs. Renish-Ratelis, and Mr. Flood. Ms. Galli arrived later. Dr. Hancock was also present.

**Approval of Minutes – October 8, 2013 (3 sets)**

Mrs. Coleman moved to approve the minutes as contained in the agenda. Mrs. Renish-Ratelis seconded the motion. Unanimously approved.

**Request to Implement the Youth Risk Behavior Survey – Grades 7 and 8**

Ms. Patricia Demos, Coordinator of Community School Relations, presented the Request to Implement the Youth Risk Behavior Survey in Grades 7 and 8. She indicated that the online anonymous survey would be conducted in three middle schools. The survey would cover demographics, traffic and personal safety, weapons, tobacco use, alcohol use, marijuana use, eating habits, physical activity, health issues and social support. The approved district protocol for conducting the survey will be conducted by sending an opt-out informational letter to the parents of the students selected to participate. There is no cost associated with the survey.

Mrs. Coleman moved to forward the Request to Implement the Youth Risk Behavior Survey – Grades 7 and 8 to the full Board for consideration. Mrs. Coleman seconded the motion. Unanimously approved.

**Information Items**

Ms. Christine Pratt, Coordinator of Science, presented the Update on the Next Generation Science Standards as contained in the agenda. She provided the Committee with information on the background of the standards, the conceptual shifts required to implement the standards, the structure of the standards, and the next steps.

Ms. Galli arrived at 7:10 P.M.

Ms. Pratt and Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, answered questions from Committee members.

Mrs. Debra Giorno, Sumer School Teacher-Coordinator, presented the Summer School Update as contained in the agenda. She provided the Committee with information relating to the historical background, the 2013 program overview, the summer school advisory groups, the 2013 staffing, the 2013 evaluation feedback, and the 2013 budget.

Mrs. Taube requested the number of students who passed summer school with a satisfactory grade in 2013. Mrs. Giorno indicated that she would get that information to Mrs. Taube.

Mrs. Taube requested summer school attendance data at all levels for 2013. Mrs. Giorno indicated that she would get that information to Mrs. Taube.

Mrs. Savaglio-Jarvis indicated that the recommendation is that the 2014 Summer School budget remain at the current budgeted amount of \$1,241,336. She explained that at that budgeted amount in 2013, class sizes were decreased, waiting lists were eliminated, a class size of 15:1 would be retained in reading and math at the elementary level, it would allow staff to be paid to write curriculum which is personalized that would encompass collaboration, creativity, critical thinking, and communication around meaningful learning targets, and would provide for professional learning opportunities for the staff.

Mr. Flood noted that the Summer School Update was on the agenda as an information item but there is a recommendation in the report asking for that the Committee send it to the full Board. Discussion took place on how to proceed with the item in order to not violate the open meetings law. Mrs. Coleman made the recommendation that the Summer School Update be placed on the regular school board meeting agenda by the School Board President. There were no objections.

### **Future Agenda Items**

Dr. Savaglio-Jarvis indicated that she would have a Common Core Update for the Committee in December.

Mrs. Daghfal requested information on Achieve 3000, i.e. who is using it, the cost, results from other Districts, etc.

Mrs. Daghfal requested a status update of high school regular/honors integrated classes.

Meeting adjourned at 8:01 P.M.

Stacy Schroeder Busby  
School Board Secretary