

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 25, 2016

A regular meeting of the Kenosha Unified School Board was held on Tuesday, October 25, 2016, at 7:00 P.M. in the Board Room of the Educational Support Center. Mrs. Coleman, President, presided.

The meeting was called to order at 7:02 P.M. with the following Board members present: Ms. Stevens, Mrs. Snyder, Mr. Kunich, Mr. Garcia, Mr. Falkofske, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present. Mr. Wade was excused.

Mrs. Coleman, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District. Notice of this regular meeting was given to the public by forwarding the complete agenda to all requesting radio stations and newspapers. Copies of the complete agenda are available for inspection at all public schools and at the Superintendent's office. Anyone desiring information as to forthcoming meetings should contact the Superintendent's office.

There were no awards or recognitions.

Dr. Savaglio-Jarvis presented one Administrative Appointment.

Ms. Stevens moved to approve Mrs. Stacey Cameron-Weigand as the Interim Human Resource Coordinator effective October 26, 2016. Mr. Kunich seconded the motion. Unanimously approved.

Mrs. Coleman introduced the student ambassador, Katie Hillstrom from Indian Trail High School and Academy, and she made her comments.

There was no legislative report.

There was one view/comment by a member of the public.

There were no responses/comments made by Board members.

Mrs. Coleman gave the Board President remarks.

Dr. Savaglio-Jarvis gave the Superintendent's Report.

Board members considered the following Consent-Approve items:

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

Consent-Approve item XI-B – Minutes of the 9/27/16 and 10/6/16 Executive Sessions, 9/27/19 Regular Meeting, and 10/6/16 and 10/11/16 Special Meetings.

Consent-Approve item XI-C – Summary of Receipts, Wire Transfers, and Check Registers submitted by Mrs. Lisa Salo, Accounting Manager; Mr. Tarik Hamdan, Chief Financial Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“It is recommended that the September 2016 cash receipt deposits totaling \$548,562.89, and cash receipt wire transfers-in totaling \$23,222,963.98, be approved.

Check numbers 540956 through 542415 totaling \$11,358,215.92, and general operating wire transfers-out totaling \$431,930.41, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2016 net payroll and benefit EFT batches totaling \$13,199,153.33, and net payroll check batches totaling \$19,203.25, be approved.”

Consent-Approve item XI-D – Policy and Rule 6456 – Graduation Requirements and Removal of Policy 5270 – Open Enrollment-Part Time presented by Mr. Kristopher Keckler, Chief Information Officer; Dr. Bethany Ormseth, Chief of School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“In 2015, Wisconsin Act 212 was approved and subsequently enacted in March 2016, by the Wisconsin state legislature to modify the Wisconsin high school graduation requirements starting with diploma requests for the 2016-17 school year. Act 212 revised the previously adopted Civics Exam requirement for high school completion.

The first law regarding the Civics Exam required that, beginning in the 2016-17 school year, students may not receive a high school diploma from a public, charter, or choice school without first attaining a passing score (60% or higher) on a Civics Exam that is identical to the Civics Exam required for U.S. citizenship. It also stipulated that students who had an Individualized Education Plan (IEP) in effect must take the Civics Exam, but were exempted from the requirement to attain a passing score on the exam in order to graduate. Wisconsin Act 212 replaces that universal treatment of the state Civics Exam requirements for special needs students with an individualized determination. Under Act 212, a special needs student’s IEP will govern the Civics Exam requirements. The IEP team must determine the appropriateness of administering the state Civics Exam, as well as whether it is appropriate to require that the student pass the Civics Exam in order to graduate. Students with an approved IEP but no modification of a waiver for the Civics Exam will still only need to attempt the exam and will not be required to achieve a passing score.

Kenosha Unified last revised the Graduation Policy and Rule in July 2015 to align to the updated Department of Public Instruction requirements and recommendations. Currently, KUSD requires that a student obtain 23.5 credits for successful graduation, unless enrolled in a board-approved program. KUSD also requires a minimum of 10 hours of Community Service. The Civics Exam requirement is appropriately listed on the

official student transcript and viewable on the student/parent portal of the student information system.

During the cross-reference validation for the graduation policy, it was discovered that the state statute related to part time open enrollment for students has since been updated to reflect the Wisconsin Course Options program. Kenosha Unified already aligns to this requirement with KUSD Policy 6440 Course Options Enrollment. The existing KUSD Policy 5270 Open Enrollment Part Time can be completely removed as it has not been addressed since 1998 and is now covered through the Course Options material.

At its September 27, 2016, meeting the Board of Education approved the listed revisions to Policy 6456 Graduation Requirements and the removal of Policy 5270 Open Enrollment Part-Time as a first reading. Administration recommends that the School Board approve the revised Policy & Rule 6456 Graduation Requirements and the removal of Policy 5270 Open Enrollment Part-Time as a second reading at the October 25, 2016, regular school board meeting.”

Ms. Stevens moved to approve the Consent Agenda as presented in the agenda. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy 5437 – Threats/Assaults submitted by Ms. Susan Valeri, Chief of Special Education and Student Support, and Dr. Savaglio-Jarvis, excerpts follow:

“During the 2015-16 school year there were several bomb threats to school buildings in the Kenosha Unified School District. One of the grounds for suspension and expulsion is knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives. The District wants to ensure that Policy and Rule 5437, Threats/Assaults, references all forms of communication by which a threat or false information can be conveyed, in violation of the policy. Therefore, Policy and Rule 5437, Threats/Assaults, now includes language making it clear that students are prohibited from knowingly conveying (through verbal, written, electronic, or other forms of communication) any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives.

In addition, section 947.015 of the Wisconsin Statutes makes it a Class I felony to intentionally convey or cause to be conveyed any threat or false information, knowing such to be false, concerning an attempt being made or to be made to destroy any property by the means of explosives. An update to Rule 5437 also includes a reference to Wis. Stat. § 947.015. Based upon a review of Policy and Rule 5437, additional updates were suggested by legal counsel as noted therein.

At its October 11, 2016, meeting, the Personnel/Policy Standing Committee voted to forward revised Policy 5437 to the School Board for approval. Administration recommends that the School Board approve revised Policy 5437 – Threats/Assaults as a first reading on October 25, 2016, and a second reading on November 15, 2016.”

Mr. Kunich moved to approve revised Policy 5437 – Threats/Assaults as a first reading. Mr. Falkofske seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy 6700 – Extracurricular Activities and Programs submitted by Mr. Bryan Mogensen, Coordinator of Athletics, Physical Education, Health, Recreation, and Senior Center; Mrs. Julie Housaman, Chief Academic Officer; and Dr. Sue Savaglio-Jarvis, excerpts follow:

“The U.S. Department of Education, Office of Civil Rights (OCR), filed a complaint against Kenosha Unified School District alleging discrimination on the basis of sex. More specifically the complainant alleges that the district discriminates against female students at Tremper and Bradford High Schools by denying them an equal opportunity to participate in interscholastic athletics. On October 24, 2012, the Kenosha Unified School District signed a Resolution Agreement to resolve the complaint filed.

In response to this finding, Policy 6700, which was last updated January 29, 2002, has been updated (Appendix A). This policy is 14 years old. The revisions to Policy 6700 are based on the recommendations made by legal counsel as follows:

- Include a detailed procedure for adding new extracurricular programs and activities, and
- Add federal statutes related to the policy as well as review Wisconsin Statutes, Wisconsin Administrative Code, and cross references currently listed in the policy.

On October 11, 2016, the Personnel/Policy Standing Committee approved to forward the proposed revisions to Policy 6700—Extracurricular Activities and Programs—to the Board of Education for approval as a first reading at the October 25, 2016, regular school board meeting. Administration recommends that the school board approve as a first reading the revised Policy 6700—Extracurricular Activities and Programs—and move to a second reading at the November 15, 2016, regular school board meeting.”

Mrs. Snyder moved to approve revised Policy 6700 - Extracurricular Activities and Programs as a first reading. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Keckler presented the Official Third Friday Enrollment Report (School Year 2016-2017) submitted by Ms. Erin Roethe, Data Analyst; Ms. Lorien Thomas, Data Analyst; Ms. Renee Blise, Research Coordinator; Mr. Keckler; and Dr. Savaglio-Jarvis, 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.

District-wide, enrollment decreased -332 students, from 22,261 students in 2015-16 to 21,929 students in 2016-17. As noticed in 2009-10, Kenosha Unified continues to experience the effects of large declines in enrollments due to lower birth rates. In both 2009 and 2010, over 200 less births were reported compared to previous years. Over the past 5 years, the KUSD student population has decreased 1,049 students (-4.57%). This trend has largely impacted pre-kindergarten, kindergarten, and now grade 1.

The 2016-17 Official Third Friday Enrollment Report is an informational item.”

Mr. Keckler gave a PowerPoint presentation entitled “Official Student Enrollment Report” which covered the following topics: overall enrollment trends, number of births and KUSD kindergarten enrollments, KUSD exits to area private schools, open enrollment, 7 year trend, KUSD enrollment trend: elementary and secondary, change in enrollments and teacher FTE, and average class size.

Mr. Hamdan presented the Change in the Fiscal Year 2015-2016 Adopted Budget, submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“The Board of Education adopted the 2015-16 budget on October 27, 2015, 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. State Statutes require that official modifications to the adopted budget be approved by two-thirds (2/3) majority of the Board of Education and that there be a publication of a Class 1 notice within ten (10) days of board approval.

The majority of the changes are the result of carryover notifications determined to be available for various grants after the budget was formally adopted. Other grant awards (e.g. 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 to be adopted by function; administration also requests approval of additional budget modifications that did not add or subtract dollars to the overall budget, but may have changed the function or purpose of the funding. These budget modifications include:

- Transferred 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 budget.

- Transferred 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 budget.

- Transferred 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 were expended. The grant budgets have been revised and the resulting modifications may have changed the function or object of the expenditures, but they did not change the total amount of the grant.

Administration requests that the School Board approve this report and that the attached Class 1 notice be published within ten (10) days of the official board adoption.”

Mrs. Snyder moved to approve the Change in the Fiscal Year 2015-2016 Adopted Budget and that the Class 1 notice be published within ten (10) days of the official board adoption. Mr. Falkofske seconded the motion. Unanimously approved.

Mr. Hamdan presented the 2015-2016 Budget Carryovers to the 2016-2017 Budget submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“Historically, Kenosha Unified School District (KUSD) has prohibited the carryover of unutilized budget authority from one fiscal year to the next. At the August 9, 2000, meeting of the School Board it was unanimously approved to discontinue the practice of site carryovers.

Occasionally, purchases that were authorized but not fully paid for by the close of the respective fiscal year lead to a request to carry budget dollars over to the next year to cover those expenses.

During the 2015-16 school year, several schools/departments received cash donations or mini-grants from outside organizations, most notably from the Education Foundation of Kenosha (EFK). Some of the 2015-16 donated funds were not completely spent by the end of the school year; therefore the schools have requested that these funds be carried over to the next year so that they can be used to complete the programs intended by the donors.

Administration is requesting to carryover the following to the 2016-2017 fiscal year budget:

Site Requested Carryover	\$0
Donation and Mini-Grant Carryover	<u>\$147,173</u>
	\$147,173

There are no site requested carryovers being recommended for this year.

The charter schools are allowed carryover of any unspent general fund dollars, as stipulated in their individual contracts with the district. This is necessitated due to the unique funding of the schools, the responsibility they have for their entire budget, and their responsibility for future major maintenance issues or technology replacement not funded by the district. Starting fiscal year 2013, charter school carryovers were accounted for as assigned portions of the general fund balance rather than be added as

additional amounts in expense budgets as in the past. This method provides for more accurate year to year budgeting while preserving the charter school's access to their surplus funds. The schedule at the bottom of Attachment A shows the total balance in the charter fund balance reserve accounts as \$1,411,378 as of June 30, 2016.

Administration requests that the School Board approve this report so that these carryover funds can be incorporated into the adopted 2016-17 budget.”

Ms. Stevens moved to approve the 2015-2016 Budget Carryovers to the 2016-2017 Budget. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Hamdan presented the Formal Adoption of the 2016-2017 Budget submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“On April 25, 2016, the KUSD Board of Education approved the preliminary 2016-2017 budget with assumptions that were used as the guide to create the 2016-17 budget. The Public Hearing on the 2016-17 Budget and the Annual Meeting of District Electors were held on September 19, 2016, in the auditorium of Indian Trail High School and Academy. At the Annual Meeting of District Electors, our stakeholders voted to approve the tax levy at the maximum amount allowed by law. Since the Public Hearing and the Annual Meeting, administration has updated the budget to reflect key variables such as staffing costs, student membership, equalized property valuations, certified state aid, and tax levies.

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

1. Formally adopt the District's 2016-2017 Budget using the accompanying Budget Adoption Motion (Attachment B);

2. Direct Administration to prepare a class one legal notice to be published publicly within ten days of the adoption (Attachment C);

3. Approve the property tax levy to be collected from the municipalities within the School District in the amount of \$69,282,075 for the General Fund, \$16,473,727 for the Debt Service Fund, and \$1,500,000 for the Community Service Fund. The Board must approve levy amounts on or before November 1st each year, per Wis. Stats. 120.12(3)(a); and

4. Direct the District Clerk to certify and deliver the Board approved tax levy to the Clerk of each municipality on or before November 10, 2016.”

Ms. Stevens moved to approve the Formal Adoption of the 2016-2017 Budget as presented, that a class one legal notice to be published publicly within ten days of the adoption, approve the property tax levy to be collected from the municipalities within the School District in the amount of \$69,282,075 for the General Fund, \$16,473,727 for the Debt Service Fund, and \$1,500,000 for the Community Service Fund, and that the District Clerk certify and deliver the Board approved tax levy to the Clerk of each

municipality on or before November 10, 2016. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Collective Bargaining Agreement between the Board of Education for the Kenosha Unified School District and the Kenosha Education Association (KEA) submitted by Mrs. Annie Petering, Chief Human Resources Officer, Mr. Hamdan, and Dr. Savaglio-Jarvis, excerpts follow:

“On October 4, 2016, representatives from administration and the Board engaged in the first negotiation session with the KEA on behalf of regular full-time and part-time certified teaching personnel. Both parties exchanged proposals and reached a tentative agreement agreeing to the maximum total base wage increase of 0.12% effective July 1, 2016, which will be distributed across-the-board to the members of the bargaining unit. The duration of the collective bargaining agreement is for one year, effective July 1, 2016, through June 30, 2017. Please see attached tentative agreement for terms and conditions of the collective bargaining agreement.

The KEA will be seeking ratification of the attached agreement from its members.

Administration recommends that the Board of Education adopt the attached agreement as the collective bargaining agreement between the Kenosha Unified School District and the Kenosha Education Association.”

Mrs. Snyder moved to approve the Collective Bargaining Agreement between the Board of Education for the Kenosha Unified School District and the Kenosha Education Association (KEA). Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Increase for Non-Represented Full-Time Equivalent Employees Other Than Certified Teaching Personnel submitted by Mrs. Petering, Mr. Hamdan, and Dr. Savaglio-Jarvis, excerpts follow:

“On October 4, 2016, representatives from administration and the Board engaged in the first negotiation session with the KEA on behalf of full-time and part-time certified teaching personnel. Both parties exchanged proposals and reached a tentative agreement agreeing to the maximum total base wage increase of 0.12% effective July 1, 2016, which will be distributed across-the-board to the members of the bargaining unit.

If the Board approves the collectively bargained agreement allowing for 0.12% total base wage increase for teachers, other non-represented full-time equivalent (FTE) employees' wages should also be considered. The term full-time equivalent refers to all regular (not time sheet) employees in the following groups: AST, carpenters, painters, educational support personnel, interpreters, secretary and service.

Administration recommends that the Board approve a 0.12% base wage increase for all full-time equivalent employees as referenced above effective July 1, 2016.”

Mr. Kunich moved to approve 0.12% base wage increase for all full-time equivalent employees. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Kunich noted that the Resolution for American Education Week 2016 was noted as Resolution No. 327 in error, that it should be Resolution 329. He then presented Resolution No. 329 – American Education Week 2016, which read as follows:

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

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

WHEREAS, educators 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, be it resolved that Kenosha Unified School District does hereby proclaim November 14-18 as the 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.”

Mr. Kunich moved to approve Resolution 329 - American Education Week 2016. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Report of Contracts in Aggregate of \$25,000 submitted by Mrs. Tanya Ruder, Chief Communication Officer; Mr. Robert Hofer, Purchasing Agent; Mr. Hamdan; and Dr. Savaglio-Jarvis, excerpts follow:

“School Board Policy 3420 requires that “all contracts and renewals of contracts in aggregate of \$25,000 in a fiscal year shall be approved by the School Board except in the event of an emergency as determined and reported to the School Board monthly by the Purchasing Agent.”

The contracts/agreements in aggregate of \$25,000 that have been added to the Contract Management Database subsequent to September 27, 2016 with approval of the purchasing agent are shown in the database in coral color. Board members may access this database while on district property.

The following contract/agreement has not been added to the Contract Management Database and is being presented for board approval:

Agreement with the Boys & Girls Club of Kenosha and the Kenosha Unified School District, in the amount of \$50,000, to work together to address the issue of gang involvement and delinquency issues in our community.”

Mrs. Stevens moved to approve the agreement with the Boys & Girls Club of Kenosha and the Kenosha Unified School District, in the amount of \$50,000, to work together to address the issue of gang involvement and delinquency issues in our community. Mr. Garcia seconded the motion. Unanimously approved.

Mrs. Snyder presented the Donations to the District.

Mrs. Snyder moved to approve the Donations to the District. Ms. Snyder seconded the motion. Unanimously approved.

Mr. Kunich move to adjourn the meeting. Mr. Garcia seconded the motion. Unanimously approved.

Meeting adjourned at 8:15 P.M.

Stacy Schroeder Busby
School Board Secretary