

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 24, 2017

A regular meeting of the Kenosha Unified School Board was held on Tuesday, October 24, 2017, 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 7:01 P.M. with the following Board members present: Mr. Falkofske, Mr. Wade, Mrs. Snyder, Mr. Garcia, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present. Mr. Kunich and Ms. Stevens were 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/recognitions.

There were no Administrative and/or Supervisory Appointments.

Mr. Wade introduced the student ambassador, Jamal Hansen from Tremper High School, and he made his comments.

There was no legislative report.

Views and/or comments were made by the public.

Board members made their responses/comments.

Mrs. Coleman and Dr. Savaglio-Jarvis yielded their time for Board President remarks and the Superintendent's Report to Ms. Laurie Bonnar, faculty adviser at Reuther Central High School, and the Reuther Bulldog Leadership Team for their anti-bullying PowerPoint presentation which covered the following topics: what is bullying, what if I am being bullied, conflict vs. bullying, what if I see someone being bullied and if someone is spreading rumors.

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 9/26/17 Special Meeting and Executive Session and the 9/16/17 Regular Meeting.

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. Sue Savaglio-Jarvis, excerpts follow:

“It is recommended that the September 2017 cash receipt deposits totaling \$321,736.51, and cash receipt wire transfers-in totaling \$29,089,298.05, be approved.

Check numbers 555436 through 556650 totaling \$7,803,239.75, and general operating wire transfers-out totaling \$243,477.66, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2017 net payroll and benefit EFT batches totaling \$11,348,036.06, and net payroll check batches totaling \$25,813.09, be approved.”

Mr. Wade moved to approve the consent agenda. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Chief Information Officer, presented the Official Third Friday Enrollment Report (School Year 2017-18) submitted by Mrs. Erin Roethe, Data Analyst; Mrs. Lorien Thomas, Research Analyst; Mrs. 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. 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.

District-wide, enrollment decreased 274 students, from 21,929 students in 2016-17 to 21,655 students in 2017-18. Beginning in 2009-10, Kenosha started to experience a decline in community birth rates, with the related effect of declines in enrollments five years later. Since 2010, KUSD boundary areas have averaged 250 less births compared to previous years. This trend has now impacted grades pre-kindergarten through grade 2.

The District reported decreases for all boundary groups. Boundary elementary schools decreased overall by -65 students, boundary middle schools decreased by -123 students, and boundary high schools decreased by -170 students. Overall, this is attributed to both the declining birth rate and the expansion of KTEC.

The 2017-18 Official Third Friday Enrollment Report is an informational item.”

Mr. Keckler gave a PowerPoint presentation which covered the following topics: overall enrollment trends, number of births, KUSD exits to area private schools, KUSD open enrollment, student race/ethnicity, 8 year trend, cohort average, change in enrollments and teacher FTE.

Mrs. Snyder presented Resolution 339 – American Education Week 2017 – November 13-17 – Great Public Schools: A Basic Right and Our Responsibility 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, all Kenosha Unified staff work tirelessly to serve our children and community 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 13-17 as the annual observance of American Education Week which honors individuals who work to make public schools great for children.

BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education.”

Mr. Falkofske moved to approve Resolution 339 – American Education Week 2017 – November 13-17 – Great Public Schools: A Basic Right and Our Responsibility. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the 2017-2019 Administrative, Supervisory and Technical Personnel Policy – Revised Edition, submitted by Mrs. Annie Petering, Chief Human Resources Officer, and Dr. Savaglio-Jarvis, excerpts follow:

“Kenosha Unified School District (“the District”) has a classification, compensation and personnel policy for administrative, supervisory and technical personnel which expired on June 30, 2017. On a biannual basis, the Office of Human Resources reviews and updates this policy.

Administration recommends that the School Board approve the 2017-2019 classification, compensation and personnel policy for administrative, supervisory and technical personnel as presented this evening. Administration also recommends that the School Board approve one step for all eligible AST’s.”

The proposed changes were presented by Mrs. Petering and board members had no questions.

Mr. Wade moved to approve the 2017-2019 Administrative, Supervisory and Technical Personnel Policy – Revised Edition and the recommended one step for all eligible AST’s. Mr. Falkofske seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced Board Policy 7400 – Naming or Renaming District Buildings and 7410 – Naming an Area Within or on a District Site submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“The communications team was asked to review Policy 7400 – Naming or Renaming District Buildings and 7410 – Naming an Area Within or On a District Site to bring forth a revised document that would provide clarity as to the intention of each policy. Upon review, it was determined that the policies are very close in nature and that a combination of the policies along with cleanup of the wording would better suit the needs of the district and those reading/utilizing the policy.

It is recommended that language in Policy 7410 – Naming an Area Within or On a District Site be combined with Policy 7400 – Naming or Renaming District Buildings and that Policy 7410 as written be eliminated. This streamlines the entire policy and clarifies which areas may be named and how that process must take place. The language regarding committee duties was also adjusted for clarity purposes.

Updates and rationale were shared with board members at July 2017 Agenda Review meetings and board members provided the following feedback to administration:

- Consider not requiring the committee to rank suggested names
- Consider eliminating the use of names when naming buildings
- Consider allowing buildings to be named after things

On July 20, 2017, Dr. Sue Savaglio-Jarvis sent an email reminder to the board of education to submit any additional feedback to Tanya Ruder. No one responded and no feedback was received.

On July 27, 2017, Stacy Busby sent another email reminding board members to submit any additional feedback to Tanya Ruder. One board member responded that they had no additional feedback.

On Aug. 3, 2017, Stacy Busby emailed board members with a final reminder to submit additional feedback to Tanya Ruder. Two board members responded that they had no additional feedback.

On Sept. 11, 2017, board members were provided an opportunity to submit final feedback to Tanya Ruder. No feedback was received.

Oct. 10, 2017, the Personnel/Policy Committee reviewed the report and policies and made additional recommendations that were discussed and/or included for board consideration.

After review by the School Board and Personnel/Policy Committee, administration is forwarding revised Policy/Rule 7400 Naming or Renaming District Buildings, which includes the elimination of Policy/Rule 7410 Naming an Area Within or on a District Site, to the school board for a first reading on Oct. 24, 2017.”

Mrs. Ruder presented the suggested changes to Board members and answered questions.

Mrs. Snyder moved to approve revised Policy/Rule 7400 Naming or Renaming District Buildings, which includes the elimination of Policy/Rule 7410 Naming an Area Within or on a District Site, as a first reading. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Hamdan presented the Change in the Fiscal Year 2016-17 Adopted Budget submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“The Board of Education adopted the 2016-2017 budget on October 25, 2016, 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. 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. Education 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.

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

Mr. Wade moved to approve the Change in the Fiscal Year 2016-17 Adopted Budget and that the attached Class 1 notice be published within 10 days of the official board adoption. Mr. Falkofske seconded the motion. Unanimously approved.

Mr. Hamdan presented the 2016-17 Budget Carryovers to the 2017-18 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.

In addition, there are several exceptional items that are potentially carried over from year to year. The administration is requesting to carryover the following amounts to the 2017-2018 fiscal year budget:

Site Requested Carryover	\$786,737
Donation and Mini-Grant Carryover	<u>\$153,110</u>
	\$939,847

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 the fiscal year 2012-2013, 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 a 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 \$1,958,042.50 as of June 30, 2017.

Administration requests that the School Board approve this report so that these carryover funds can be incorporated into the adopted 2017-2018 budget."

Mr. Falkofske moved to approve the 2016-17 Budget Carryovers to the 2017-18 Budget. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Hamdan presented the Formal Adoption of the 2017-18 Budget submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

"The public hearing on the 2017-2018 budget and the annual meeting of district electors were held on September 19, 2017, 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. At the time of the annual meeting, it is important to note that the State budget had yet to be approved, therefore conservative estimates were included.

Since the public hearing and the annual meeting, the administration has updated the budget to reflect key variables such as staffing costs, student membership, equalized property valuations, certified state aid, and tax levies. In the official October general aid certification, our state aid decreased by \$4,480,106 as compared to last year. KUSD also qualifies for high poverty aid since our free/reduced lunch population exceeds 50%.

The 2017-2018 general fund (10) is being presented as a balanced budget in which expenditures are projected to equal revenues. We are in a positive position where we can absorb the carryover spending authority request of \$939,847 within this balanced budget. In addition to that, projections show \$1.4 MM of available funds yet to be allocated. These funds are available for the Board of Education to allocate in the 2017-18 budget as they see fit.

The administration has identified some potential priority items for future consideration: Response to Interventions (RtI), District assessments, screening applicant tools/recruitment and retention of employees, and information technology network equipment replacements.

Unassigned general fund balance reserves are currently greater than 10% of budgeted expenditures; therefore, the portion of school board policy 3323 that requires a one million dollar budgeted surplus (if the fund balance is below the 10% threshold) will not be applicable for 2017-18.

The proposed tax levy for the general fund (10) is the maximum amount allowable within State law without going to referendum. The overall 4.00% increase in total tax levy equates to \$3,486,046 more local property tax dollars needed for the Kenosha Unified School District as compared to the previous year. This increase can be directly attributed to the loss of general state aid for 2017-2018.

The total mill rate per \$1,000 of equalized property valuation is \$10.23, a 0.61% increase as compared to the prior year. The equalized property values increased by 3.36% from last year which contributed to the overall mill rate changing minimally (even with the tax levy increase) as overall the tax levy was spread over a larger base of property values. Attachment A delineates this tax levy scenario in a ten-year historical view of the District's equalized property values, tax levies, and mill rates.

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

1. Formally adopt the District's 2017-2018 budget using the accompanying budget adoption motion (Attachment B).
2. Direct the 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 \$73,540,969 for the general fund, \$15,700,879 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).
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, 2017."

Mrs. Snyder moved that the 2017-18 budget for the Kenosha Unified School District, as presented, for all funds to show expenditures, other revenues, and tax levies in summary be adopted as set forth in the board agenda packet and the accompanying format required by the Wisconsin Department of Public Instruction. Mr. Wade seconded the motion. Unanimously approved.

Mr. Falkofske moved to approve the class one legal notice to be published publicly within ten days of the adoption (Attachment C), that the property tax levy to be collected from the municipalities within the school district in the amount of \$73,540,969 for the general fund, \$15,700,879 for the debt service fund, and \$1,500,000 for the community service fund on or before November 1st, and that the district clerk certify and deliver the Board approved tax levy to the clerk of each municipality on or before November 10, 2017. 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. Mr. Falkofske seconded the motion. Unanimously approved.

Mr. Falkofske moved to adjourn the meeting. Mr. Garcia seconded the motion. Unanimously approved.

Meeting adjourned at 8:29 P.M.

Stacy Schroeder Busby
School Board Secretary