

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD MARCH 27, 2018

A regular meeting of the Kenosha Unified School Board was held on Tuesday, March 27, 2018, 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 7:00 P.M. with the following Board members present: Mr. Falkofske, Mr. Kunich, Ms. Stevens, Mr. Wade, Mrs. Snyder, Mr. Garcia, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present.

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.

Mrs. Tanya Ruder, Chief Communication Officer, presented the Bradford High School FBLA Regional Leadership Conference Award, the Scholastic Art and Writing Award Winners, the Black History Bee, Black History Art and Writing Contest Awards, and introduced Mr. Todd Jacobs who presented the Exchange Club of Kenosha A.C.E. Award Recipient.

There were no Administrative and/or Supervisory Appointments.

Mrs. Snyder introduced the student ambassador, Olivia Patrizzi from Bradford High School, and she made her comments.

There was no legislative report.

Views and/or comments were made by the public.

Board members made their responses/comments.

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 2/27/18 and 3/13/18 Special Meetings and Executive Sessions and 2/27/18 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 February 2018 cash receipt deposits totaling \$638,407.63, and cash receipt wire transfers-in totaling \$27,987,015.67, be approved.

Check numbers 561164 through 562347 totaling \$8,924,520.45, and general operating wire transfers-out totaling \$191,087.22, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the February 2018 net payroll and benefit EFT batches totaling \$13,212,955.01, and net payroll check batches totaling \$9,661.10, be approved.”

Consent-Approve item XI-D – Proposed Revision of School Board Policy 8860 – Citizen Advisory Committees submitted by Ms. Stevens, Mr. Falkofske, and Mrs. Coleman, excerpts follow:

“At the request of school board members Michael Falkofske and Rebecca Stevens, School Board policy 8860 – Citizen Advisory Committees was presented to the board for consideration at their January 23, 2018, meeting.

The majority of the discussion focused on the wording relating to minority community and student member recruitment. School board member, Mary Snyder, took notes during the January 23, 2018, meeting and has incorporated them into the proposed revised policy.

It is recommended that the school board approve the proposed revisions of School Board Policy 8600 – Citizen Advisory Committee as a second reading at the March 27, 2018, meeting.”

Consent/Approve item XI-E – ACT 59 Related Changes to KUSD Policies submitted by Mrs. Julie Housaman, Chief Academic Officer; Ms. Susan Valeri, Chief of School Leadership; Mr. Keckler, Chief Information Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“In the fall of 2017, Wisconsin approved and adopted the most recent biennial budget, Act 59, which contained several implications for local school districts and post-secondary participation. Most notably, this summary of proposed revisions relates to those areas regarding the newly created Early College Credit Program and minor references to the existing KUSD graduation requirements. The policies and rules presented for revision are:

- Policy and Rule 5240 - Accommodation of Private School and Home Based Educational Program Students (Updated);
- Policy and Rule 5260 - Open Enrollment – Full Time (Updated);
- Policy and Rule 5270 - Open Enrollment – Part Time (Reactivation);

- Policy and Rule 6434.2 - Youth Options Program (Elimination);
- Policy and Rule 6435 - WI Technical College Start College Now Program (Proposed);
- Policy and Rule 6440 - Course Options (Elimination);
- Policy and Rule 6450 - Early College Credit Program (Proposed);
- Policy and Rule 6454.1 - Criteria for Fourth and Eighth Grade Promotion (Elimination); and
- Policy and Rule 6456 - Graduation Requirements (Updated).

Administration recommends that the Board of Education review and approve the listed revisions as a second reading at the March 27, 2018, regular School Board meeting.”

Mr. Falkofske moved to approve the consent agenda. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the 2018-19 Capital Projects Plan submitted by Mr. John Setter, Project Architect; Mr. Patrick Finnemore, Director of Facilities; and Dr. Savaglio-Jarvis, excepts follow:

“The 2018-19 capital projects plan is provided as Attachment A to this report. The plan is a continuation of the overall major maintenance plan initiated 17 years ago, and the energy savings project program started 15 years ago. The major maintenance plan includes a proposed contingency of \$50,000 or 3.33% of the available budget for projects that will be performed this year. Board Policy 3711 recommends that a contingency of not more than 5% be reserved at the beginning of each year; contingencies have ranged from 0.86% to 4.25% over the past 17 years.

In last year’s report, we noted that for a 6 year period we will be using almost all of the major maintenance funds at Bullen, Lance, Tremper and Bradford. This will be the second year of that 6-year plan, and the funds will be split between the second year of the project at Bullen and Lance and the first year of the project at Tremper. This was discussed in great detail during the Committee and Board meetings that lead to the approval of those projects at the April 25, 2016, School Board meeting, and the selection of the performance contractors at the June 28, 2016, School Board meeting. Performing the major maintenance work at these schools at the same time that the majority of the building is being retrofitted with new mechanical systems, lighting and ceilings is proving to be a very efficient and economical way to accomplish a number of pressing maintenance and renovation needs.

Traditionally, we have used this report as a means to inform the PFE Committee and School Board of other capital facility improvement projects funded by sources outside of the Facilities Department budget. This year, we are proposing a project in the Central Kitchen at the Educational Support Center to upgrade the ventilation system, improve task lighting, and replace all of the lighting with LED fixtures. In addition, the ceiling will be replaced since large sections of the ceiling, which is over 30 years old, will need to be removed to support the ventilation project. This project will be funded by the Food Service budget, Fund 50. We have recently received proposals for the design work, and the design effort will commence soon. It is a little early to provide

a firm construction estimate, but we are working under the parameter of a not to exceed budget of \$450,000.

This report was presented at the March 13, 2018, meeting of the Planning, Facilities, and Equipment Committee and the committee voted unanimously to forward this report to the Board for consideration.

Administration recommends Board approval of the 2018-19 Capital Projects Plan as described in this report.”

Mr. Wade moved for approval of the 2018-19 Capital Projects Plan as described in the report. Mr. Garcia seconded the motion. Unanimously approved.

Mrs. Coleman presented School Board Policy 5431 – Student Dress Code submitted by Mrs. Coleman and Dr. Savaglio-Jarvis, excerpts follow:

“At the direction of the School Board President in response to request from school board members, a special meeting took place on February 13, 2018, to discuss School Board Policy 5431 – Student Dress Code. Discussion seemed to focus on leggings/yoga pants, tank tops and see-through clothing.

It was decided to have board members utilize a Google document to submit suggested changes by the end of the day on February 27, 2018, with a subsequent special meeting to discuss the suggested changes. The link was sent to school board members on February 14, 2018, February 22, 2018, and February 26, 2018. Three board members submitted changes.

At a special board meeting on March 21, 2018, discussion took place on the suggested changes submitted by Board members via the Google document. Below are the items receiving consensus from the Board regarding revisions. In addition to the changes suggested by the Board, the Office of Communications reviewed the policy/rule for grammar and punctuation, as well as proper placement of items within the list that already existed. The changes made do not affect the intent of the policy as previously written. Attachment A is the current version of Policy/Rule 5431, Attachment B contains the revisions submitted by Board members via the Google document and Attachment C contains the proposed revisions that Board members were in consensus of at the March 21, 2018, special meeting, as well as grammatical changes made by the Office of Communications for clarity purposes.

It is recommended that the Board approve the revisions to Policy/Rule 5431 – Student Dress Code as contained in Attachment C as a first and second reading at the March 27, 2018, Regular School Board meeting with the understanding that changes regarding student ID cards will be effective for the 2018/19 school year.”

Mrs. Wade moved to approve the recommended changes as a first and second reading to School Board Policy 5431 - Student Dress Code with the exception of restoring the I.D. portion of the policy to the current policy format. Ms. Stevens seconded the motion. Discussion followed.

Mrs. Snyder made an amendment to exclude the three proposed dress code violations sentences that begin with "Add". Mr. Kunich seconded the amendment. Discussion followed.

Mrs. Coleman requested a vote on the motion to approve the recommended changes as a first and second reading to School Board Policy 5431 - Student Dress Code effective at the beginning of the 2018-2019 school year with the exception of restoring the I.D. portion of the policy to the current policy format and excluding the three proposed dress code violations sentences that begin with "Add". Unanimously approved.

Mrs. Julie Housaman, Chief Academic Officer, presented the Adoption of Instructional Materials submitted by Mr. Che Kearby, Coordinator of Social Studies; Ms. Christine Pratt, Coordinator of Science; Mr. Bryan Mogensen, Coordinator of Athletics/Physical Education; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

"Kenosha Unified School District School Board Policy 6300, Curriculum Development and Improvement, outlines the five phases of the curriculum development cycle (Appendix A). The policy states, "In Phase 3 the curriculum design team will determine the curriculum resources and professional learning needs that are critical to advance the curriculum development process to Phase 4." Teacher teams, under the leadership of content coordinators from the Office of Teaching and Learning, recently completed Phase 3 of the curriculum development cycle for the following courses:

- Health: kindergarten through grade 12;
- Science: grade 6, grade 7, grade 8, Biology, Chemistry, Conceptual Physics, Matter and Energy, and Earth Science; and
- Social studies: grade 6, grade 7, and grade 10 World History.

Secondary health, science, and social studies teachers will begin Phase 4 of the curriculum development process in September 2018. Throughout the school year, the respective coordinators of athletics/physical education, science, and social studies will work with lead teachers, instructional coaches, and principals to monitor the impact of the new instructional resources. The Phase 4 work will include assessing student progress using district common assessments, planning and activating the ongoing program evaluation design, and collecting teacher feedback.

Phase 5 of the curriculum review cycle will be conducted from September 2019 through June 2022. Phase 5 work includes monitoring the use of the curriculum with analyzing student work on end-of-unit assessments, analyzing state assessment results, reviewing data to determine the extent to which curriculum alignment is present, reviewing and updating curriculum guides and assessments as necessary, c Continuing professional learning and monitoring impact, and evaluating the improvements made.

At its March 13, 2018, meeting the Curriculum/Program Standing Committee voted to forward this recommendation to purchase the curriculum resources for health, science, and social studies to the Board of Education for consideration. It is

recommended that the Board of Education approve this request to purchase the resources.”

Ms. Stevens moved to approve the request to purchase the resources noted in the agenda. Mr. Kunich seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Chief Information Officer, presented the School Year 2018-2019 Preliminary Enrollment Projections submitted by Mrs. Renee Blise, Research Coordinator; Mr. Keckler; and Dr. Savaglio-Jarvis, excerpts follow:

“Each year, the Office of Educational Accountability develops enrollment projections for Kenosha Unified School District (KUSD) as required by School Board Policy 7210

Please note that the enrollment projections reflect the actual number of students projected to enroll in KUSD and do not represent funding or state aid related FTE (full time equivalency) used for budgetary purposes.

The projections indicate that student enrollment at the elementary level will be 8,750, a decrease of 219 students when compared to this school year. This decrease represents the cumulative effects of the declining birthrate (Appendix D). This can be seen mainly in grade 3 (Appendix C).

The projected middle school enrollment is 3,737 students, a slight increase of 15 students when compared to this school year. The declining birth rate is expected to affect the middle school cluster beginning in SY 2021-22.

At the high school level, the projected enrollment of 6,155 students is down 104 students from this school year. This decrease is due to the smaller grade 9 cohort groups of the last three years. This smaller cohort size is expected to continue for the next several years (Appendix C).

District administration will use these enrollment projections for the Preliminary Staff Allocations coordinated by Human Resources, and the enrollment projections will be periodically reviewed and possibly updated as the school year progresses.”

Mr. Keckler gave a PowerPoint presentation which covered the following topics: KUSD total enrollment trend, large district trends, number of births and KUSD kindergarten, 11 year trend, cohort average, student and teacher four year percentage change.

Dr. Savaglio-Jarvis introduced the Integrated Approach to Student Achievement – Middle School. Mrs. Housaman, Mr. Keckler, and Ms. Susan Valeri, Chief of School Leadership, gave an Integrated Approach to Student Achievement – Part 2 PowerPoint presentation which covered the following topics: data inquiry process, Rtl balanced assessments, and continuous progress.

Mrs. Housaman and Mr. Keckler answered questions from Board members.

Mrs. Housaman presented the New Course Proposals: Career and Technical Educated submitted by Mrs. Cheryl Kothe, Coordinator of Career and Technical Education, Mrs. Housman, and Dr. Savaglio-Jarvis, excerpts follow:

“Two new course proposals are being submitted in the area of Career and Technical Education. The proposals will support the introduction of Industry 4.0 manufacturing certification to Kenosha high schools. Introduction to Mechatronics and Introduction to Industrial Control Systems courses will provide students an opportunity to explore, develop knowledge, and build upon the skills needed in advanced manufacturing.

In the Introduction to Mechatronics course students will understand what technicians do in the workplace and how industry utilizes mechatronics in advanced manufacturing. The Industrial Control Systems course introduces the basic concepts of industrial computer-controlled systems. Students will explore various types of programming using robots and programmable logic controllers.

A budget assumption request to purchase the equipment essential to the instruction of both courses is provided in this report (Appendix A).

Administration recommends that the School Board approve the proposal to add Introduction to Mechatronics and Industrial Control Systems to the course catalogue.”

Ms. Stevens moved to approve the proposal to add Introduction to Mechatronics and Industrial Control Systems to the course catalogue. Mrs. Falkofske seconded the motion. Unanimously approved.

Mrs. Annie Petering, Chief Human Resource Officer, presented the 2018-2019 Employee Handbook – Revised Edition submitted by Mrs. Petering and Dr. Savaglio-Jarvis, excerpts follow:

“The 2018-2019 handbook is the fourth edition of the handbook. With each edition, we have fewer and fewer recommended changes. This year we have a few minor housekeeping changes and no changes that alter any currently existing benefits. Therefore, we did not hold any listening sessions as there is no recommendation to alter any existing benefits. This document is being shared as a discussion item for this meeting. Any suggestions, comments or reflections by board members will be processed accordingly. A first reading will be presented to the Board on April 23, 2018, and a second reading on May 22, 2017.”

Mrs. Housaman presented the Waiver of Policy 1330 – Facilities Use submitted by Mr. Mogensen; Mr. Patrick Finnemore; Director of Facilities; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“School Board Policy 1333—Facilities Charges—outlines the process for establishing and publishing a fee structure:

“. . . If the event or activity is a fundraiser, or user/hourly rates for service are charged to participants, Kenosha Youth Groups will be charged the rental cost.

Kenosha Unified Community Groups primarily for adult activities, and For-Profit and Other Groups will be charged a modified rental cost including indirect and depreciation charges. . . .” (Appendix A)

The coordinator of athletics/physical education reviewed the process for charging facility usage fees in fall 2016 and discovered that there was not a consistent process for charging fees. Through conversations with several groups, the coordinator of athletics/physical education discovered that there were various reasons for not charging fees. An example of minimal or no fee for use of facilities is the Kenosha Raptors Lacrosse Club. This club reserved grass fields for practices at times that coincided with the Tremper High School teams utilizing Ameche Field. If the Tremper teams left the stadium prior to the conclusion of the lacrosse practice, the lacrosse team finished their practice in the stadium.

In order to maintain the pristine condition for current and future athletes, facility maintenance is critical. While the fee structure has not been consistently applied in the past, the revenue that would be generated from consistent application in the future will be used to maintain the facilities.

The coordinator of athletics/physical education contacted Mr. Rob Wikstrom, president of the Kenosha Raptors, in spring 2017 regarding the fee schedule. At that time an understanding was reached with the Kenosha Raptors Lacrosse Club to pay for the expense of the stadium manager for team practice during the 2017 season so that the club was able to plan for the transition to payment of the established fee provided by district facilities and board approved.

On February 7, 2018, Mr. Wikstrom was informed that his request to waive or reduce the fees for stadium usage by the club had been denied. On this same date, Mr. Wikstrom sent an email to the superintendent and the board requesting that they review this decision (Appendix B). Policy 1330—Facilities Use (Appendix C)—states that:

“ . . . The District’s Chief of School Leadership, Director of Facilities Services 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. . . .”

Usage of Kenosha Unified School District facilities by the Kenosha Raptors Lacrosse Club boys’ team for 2016-2017 as well as requested usage for 2017-2018 is outlined below.”

Mr. Falkofske moved that the Board of Education deny the fee waiver request for the Kenosha Lacrosse Raptors Club. Mr. Wade seconded the motion. Unanimously approved.

Ms. Susan Valeri, Chief of School Leadership, presented the Head Start Federal Grant Request submitted by Ms. Luanne Rohde, Director of Early Education; Mr. Martin Pitts, Regional Coordinator of Leadership and Learning; Ms. Valeri; and Dr. Savaglio-Jarvis, excerpts follow:

“Approval from the Board of Education is requested to submit and implement the Head Start Federal Grant for the 2018-2019 school year. The funding for this grant is \$2,045,268 for Head Start Operations. The grant is designed to fund the operating costs of the Kenosha Unified School District Head Start Program.

The purpose of the Head Start program is to provide comprehensive services in the areas of health, education, social/emotional development, and parent involvement for low-income preschool children and their families. This grant will service 330 high-risk children who will be three or four years of age on or before September 1, 2018. Funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and through the Head Start Performance Standards.

The Head Start approach to school readiness ensures that families have the resources and knowledge to support the development of their children, that children are healthy enough to learn, and that quality instruction is being provided to these children.

Readiness goals are defined as the expectations at children’s developmental levels and progress across domains of language, literacy, cognition/general knowledge, approaches to learning, physical health, well-being, motor and social/emotional development. Success in these areas will support each child’s readiness for kindergarten.

There are no changes in service locations for the 2018-2019 school year. All Head Start sites will remain the same. There are no changes in staffing. Current staffing meets the needs of the program.

The results of Head Start’s annual self-assessment from January 2017 showed specific concerns in the progress of the program in the following areas:

- Meeting mandated enrollment of 389 children. During the 2016-2017 school year mandated enrollment was met in February, 2017. Full enrollment has not yet been met for the 2017-2018 school year.
- Meeting enrollment with a majority of 4 year old children in the program. All of the students on the waiting list are three year old children.
- Meeting the goal of 100% of children having a current physical exam and a current dental exam.

Administration recommends that the school board approve the 2018-2019 Head Start Federal Grant.”

Mr. Wade moved to approve the 2018-2019 Head Start Federal Grant. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Wade presented Resolution 344 – Resolution of Appreciation to Mary Snyder which reads as follows:

“WHEREAS, Mary Snyder was elected to the Board of Education of the Kenosha Unified School District in April 2009, and served faithfully and with honor for three, three-year terms on the Board; and

WHEREAS, she held the positions of president, vice president and member during her term on the Board; and

WHEREAS, during her tenure on the Board she chaired the Curriculum/Program and Personnel/Policy Committees, as well as served on multiple ad-hoc committees; and

WHEREAS, she served as the Board Delegate for various Wisconsin Association of School Boards, National Association of School Boards and CESA 1 conferences/committees; and

WHEREAS, she represented the Board on the PTA Council and Mahone Scholarship committees; and

WHEREAS, during her term the Board approved \$17 million in energy efficiency projects for nine elementary schools, \$1.5 million for school security improvements, adopted the district’s first employee handbook, approved the expansion of the Kenosha School of Technology Enhanced Curriculum, underwent the 2013 curriculum audit, adopted the Board and Superintendent Team Charter, approved the 2015 outdoor athletic referendum for Bradford, Tremper and Indian Trail, and adopted a new mission, vision, core values and strategic goals; and

WHEREAS, she has been a strong supporter of the Kenosha community and Kenosha Unified School District staff, and of providing exceptional educational opportunities to all students in the District;

NOW, THEREFORE, BE IT RESOLVED, that the Kenosha Unified School District formally acknowledges and extends profound appreciation to Mary Snyder for her many years of service and to the cause of educating all students in our community; and

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 presented to Mary Snyder in recognition of her service to the Kenosha Unified School District.”

Mr. Kunich moved to approve Resolution 344 – Resolution of Appreciation to Mary Snyder. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Wade presented Resolution 345 – Resolution of Appreciation to Tamarra Coleman which reads as follows:

“WHEREAS, Tamarra Coleman was elected to the Board of Education of the Kenosha Unified School District in April 2012, and served faithfully and with honor for two, three-year terms on the Board; and

WHEREAS, she held the position of board member and served as president for the last four years; and

WHEREAS, during her tenure on the Board she chaired Personnel/Policy Committee and was a member of the Curriculum/Program & Planning/Facilities/Equipment Committees, as well as served on the bullying prevention, dress code, talent development and year-round exploratory ad-hoc committees; and

WHEREAS, she represented the Board on the PTA Council in 2012; and

WHEREAS, during her term the Board hired a new Superintendent of schools, approved \$1.5 million for school security improvements, adopted the district's first employee handbook, approved the expansion of the Kenosha School of Technology Enhanced Curriculum, underwent the 2013 curriculum audit, adopted the Board and Superintendent Team Charter, approved the 2015 outdoor athletic referendum for Bradford, Tremper and Indian Trail High Schools, and adopted a new mission, vision, core values and strategic goals; and

WHEREAS, she has been a strong proponent of commitment, communication and collaboration in providing exceptional educational opportunities to all students in the Kenosha Unified School District;

NOW, THEREFORE, BE IT RESOLVED, that the Kenosha Unified School District formally acknowledges and extends profound appreciation to Tamarra Coleman for her many years of service and to the cause of educating all students in our community, and

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 presented to Tamarra Coleman in recognition of her service to the Kenosha Unified School District."

Mr. Kunich moved to approve Resolution 345 – Resolution of Appreciation to Tamarra Coleman. 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. Ms. Stevens seconded the motion. Unanimously approved.

Meeting adjourned at 9:56 P.M.

Stacy Schroeder Busby
School Board Secretary