



REGULAR MONTHLY BOARD MEETING

March 26, 2013

7:00 P.M.

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

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- I. Pledge of Allegiance
- II. Roll Call of Members
- III. Awards/Recognition
 - National Merit Scholarship Finalists
 - Academic All American Team Award
 - Scholastic Art and Writing Awards
 - Regional Spelling Bee Award
 - Wisconsin Band Directors Association Performance Award
 - Wisconsin Choral Directors Association Performance Award
 - Wisconsin Choral Directors Association Young Choral Directors Award
 - WIAA State Wrestling Tournament
 - Accepting the Challenge of Excellence (A.C.E.) Award
 - School Presentation – Vernon Elementary School
- IV. Administrative and Supervisory Appointments
- V. Introduction and Welcome of Student Ambassador
- VI. Legislative Report
- VII. Views and Comments by the Public

(Per Board Policy, Views and Comments by the Public will last 45 minutes. The Board will then proceed with the agenda. If business concludes prior to 9:30 p.m., the Board will extend Views and Comments for an additional thirty minutes at the end of the meeting.)
- 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

SCHOOL BOARD AGENDA

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March 26, 2013

X. Consent Agenda - Continued

B. Consent/Approve Minutes of 2/28/13
and 3/12/13 Special
Meetings and Executive
Sessions, and 2/28/13
Regular Meeting Pages 2-11

C. Consent/Approve Summary of Receipts, Wire
Transfers and Check Registers Pages 12-13

XI. Old Business

A. Discussion/Action Policy/Rule 6421 – Programs
For Students With Disabilities Pages 14-25
(Second Reading)

B. Discussion/Action Head Start Federal Grant
Request for the 2013-2014
School Year Pages 26-30

C. Discussion/Action Physical Education
Program Grant Application..... Pages 31-33

XII. New Business

A. Discussion/Action Donations to the
District Page 34

XIII. Other Business as Permitted by Law
Tentative Schedule of Reports, Events and Legal
Deadlines For School Board (March-April)..... Page 35

XIV. Predetermined Time and Date of Adjourned Meeting, If Necessary

XV. Adjournment

Kenosha Unified School District
Kenosha, WI
March 26, 2013

The Human Resources recommendations regarding the following actions:

Action	Board Date	code	Staff	Last Name	First Name	School/Dept	Position	Effective Date	Yrs of Svc	Salary	Reason	Step / Level	FTE	Letter of Contract
Appointment	3/12/13		Miscellaneous	Chiapete	Thomas	Information Services	IT Programmer	3/4/13		\$58,170.00	Appointment	No	1	
Early Retirement	3/12/13		Administration	Wells	Robert	Teaching & Learning	Coordinator of Fine Arts	6/30/13	34	\$103,886.00	Early Retirement	No	1	Contract
Resignation	3/12/13		Administration	Plumley	Iva	Teaching & Learning	Coordinator of Language Acquisition	6/30/13	10	\$94,000.00	Resignation	No	1	Contract
Resignation	3/12/13		ESP	LoCicero	Robert	Lance Middle School	Special Education	2/17/13		\$17.21	Resignation/Took District Miscellaneous Position	No	1	Contract
Resignation	3/12/13		Instructional	Peltier	Sharon	Pre-School Certified Teacher	Headstart	2/22/13	18	\$55,988.54	Resignation/Relocation	No	1	Contract
Retirement	3/12/13		Instructional	Adsit Burke	Patricia	Fine Arts Department	Music	6/12/13	25	\$38,275.80	Retirement	No	0.6	Contract
Appointment	3/12/13		ESP	Wabalickis	Amber	Bose Elementary School	Special Education	3/11/13		\$14.02	Appointment	No	1	
Early, Early Retirement	3/12/13		Instructional	Wasley	Sandra	Teacher on Leave	Human Resources	6/12/13	24	\$63,793.00	Early, Early Retirement	No	1	Contract
Early, Early Retirement	3/12/13		Instructional	Quigg	Marlene	Pleasant Prairie Elementary School	Multi-Age 1/2	6/12/13	33	\$63,793.00	Early, Early Retirement	No	1	Contract
Resignation	3/12/13		Instructional	Irvine	Elisa	Edward Bain School of Language & Art	Library Media Specialist	6/12/13	14	\$76,934.00	Resignation	No	1	Contract
Resignation	3/12/13		Instructional	Irvine	Paul	IMC	Teacher Consultant - Instructional Technology	6/12/13	13	\$76,934.00	Resignation	No	1	Contract
Early, Early Retirement	3/12/13		Instructional	Scott	Debra	Special Education	Occupational Therapy	6/12/13	14	\$63,793.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/12/13		Instructional	Collins - Koslica	Sally	Dept. of Special Education	C. D. Program Support	6/12/13	28	\$76,934.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/12/13		Instructional	Hoffman	Jackie	Dept. of Special Education	Assistive Technology	6/12/13	24	\$76,934.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/12/13		ESP	Caira	Patricia	Cesar Chavez Learning Station	Headstart	6/11/13	21	\$17.21	Early Retirement	No	1	Contract
Appointment	3/26/13	**	ESP	Sallee	Tyler	Lance Middle School	Special Education-CDS	2/25/13		\$14.02	Appointment	No	1	
Separation	3/26/13	**	Miscellaneous	Brand	Stacy	Food Services	Production Specialist	2/25/13	2	\$60,666.00	Termination	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Blackmon	Diane	Mahone Middle School	Math	6/12/13	15	\$76,934.00	Early, Early Retirement	No	1	Contract
Appointment	3/26/13	**	ESP	Carriker	Jaimee	Indian Trail Academy	Special Education	3/12/13	11	\$14.02	Appointment	No	1	
Resignation	3/26/13	**	Instructional	Baker	Regina	Grewenow Elementary School	Library Media Specialist	6/12/13	11	\$65,965.00	Resignation	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Gorman	Janice	Tremper High School	Social Studies	6/12/13	23	\$76,934.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Stein	Candace	Tremper High School	English	6/12/13	35	\$76,934.00	Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Pastor	Claudia	Tremper High School	English	6/12/13	34	\$76,934.00	Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Infusino	Donna	Tremper High School	Math	6/12/13	39	\$76,934.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Harris	Penelope	Jeffery Elementary School	Multi-Age 1/2	6/12/13	36	\$76,934.00	Early, Early Retirement	No	1	Contract
Resignation	3/26/13	**	ESP	Kazin	Nicole	Human Resources	ESP on leave	2/25/13	7	\$9,796.69	Resignation	No	0.57	Contract
Early Retirement	3/26/13	**	Secretarial	Hollister	Karen	Dept. of Special Education	Secretary III (12 Month)	6/30/13	33	\$20.94	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Taylor	Paul	Fine Arts Department	Elementary Band & Music	6/12/13	22	\$76,934.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Baird	Sandra	Grewenow Elementary School	Instructional Coach	6/12/13	21	\$76,934.00	Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Schutz	Nancy	Washington Middle School	Science	6/12/13	15	\$60,565.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Powers	Lynette	KTEC	Kindergarten	6/12/13	24	\$76,934.00	Early, Early Retirement	No	1	Contract
Resignation	3/26/13	**	Instructional	Andersen	Sarah	Fine Arts Department	Art	6/12/13	14	\$76,934.00	Resignation	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Johnson	Miriam	Pleasant Prairie Elementary School	Multi-Age 2/3	6/12/13	35	\$76,934.00	Early, Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Scott	Judith	Strange Elementary School	Grade 1	6/12/13	22	\$75,706.33	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Hugl	Robert	Frank Elementary School	Social Worker	6/12/13	18	\$76,934.00	Early Retirement	No	1	Contract
Retirement	3/26/13	**	Instructional	McMillan	Dorothy	Prairie Lane Elementary School	Kindergarten	6/12/13	23	\$76,934.00	Retirement	No	1	Contract
Appointment	3/26/13	**	ESP	Kaplan	Jennifer	Somers Elementary School	Special Education	3/11/13		\$13.02	Appointment	No	1	
Retirement	3/26/13	**	Instructional	Anderson	Edward	Indian Trail Academy	Guidance	6/12/13	15	\$76,934.00	Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Rasmussen-Zanin	Lisa	Frank/Wilson Elementary	E.C.	7/24/13	32	\$76,934.00	Early, Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Fanning	Joseph	Tremper High School	Business	6/12/13	26	\$76,934.00	Early, Early Retirement	No	1	Contract
Retirement	3/26/13	**	Instructional	Carlson	Linda	Lance Middle School	Grade 6	6/12/13	28	\$76,934.00	Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Smith	Paulette	Reuther High School	Math	6/12/13	19	\$75,500.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Robinson	Gail	Jeffery Elementary School	Multi-Age 3/4	6/12/13	20	\$76,934.00	Early Retirement	No	1	Contract
Resignation	3/26/13	**	Instructional	Moran	Patrick	Mahone Middle School	Social Studies	6/12/13	14	\$72,433.00	Resignation	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Tasker	Mary	Lance Middle School	L.D.	6/12/13	27	\$76,934.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Becke	Julie	Bullen Middle School	Grade 6	6/12/13	14	\$76,934.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Gray	Jill	Grewenow Elementary School	Multi-Age 4/5	6/12/13	15	\$75,500.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Zurcher	Janet	Bullen Middle School	At Risk Coordinator	6/12/13	17	\$76,934.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Phipps	Dennis	Indian Trail Academy	History	6/12/13	36	\$76,934.00	Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Collins	Gayle	Pleasant Prairie Elementary School	Multi-Age 1/2	6/12/13	35	\$76,934.00	Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	De Fazio	Therese	Southport Elementary School	Multi-Age 4/5	6/12/13	20	\$63,783.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Malcewicz	Linda	Mahone Middle School	Grade 6	6/12/13	27	\$63,783.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Hart	Ann	Edward Bain School of Language & Art	Cross Categorical	6/12/13	17	\$76,934.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Wade-Frye	Marcia	Edward Bain School of Language & Art	Multi-Age 4/5	6/12/13	20	\$76,934.00	Early, Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Dary	Grace	Indian Trail Academy	Spanish	6/12/13	20	\$75,500.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Weiss	Damon	Tremper High School	Dean of Students	6/12/13	34	\$76,934.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Stern	Lynn	Edward Bain School of Language & Art	Multi-Age 4/5	6/12/13	17	\$76,934.00	Early, Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Frost	Jane	Bradford High School	Physical Education	6/12/13	20	\$76,934.00	Early, Early Retirement	No	1	Contract
Early Retirement	3/26/13	**	Instructional	Byrnes	Cora	Tremper High School	French	6/12/13	15	\$62,069.00	Early Retirement	No	1	Contract
Early, Early Retirement	3/26/13	**	Instructional	Middleton	Pamela	Harvey Elementary School	Grade 3	6/12/13	18	\$72,433.00	Early, Early Retirement	No	1	Contract
Retirement	3/26/13	**	Instructional	Sabat	Irene	Edward Bain School of Language & Art	Library Media Specialist	6/12/13	17	\$76,934.00	Retirement	No	1	Contract
Appointment	3/26/13	**	Service	Whyte	Martin	Cesar Chavez/Roosevelt	Night Custodian - Grade 3	3/11/13		\$19.50	Appointment	No	1	
Appointment	3/26/13	**	Service	Jones	Jerry	Lincoln/Frank	Night Custodian - Grade 3	3/11/13		\$19.50	Appointment	No	1	

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SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON FEBRUARY 28, 2013

A special meeting of the Kenosha Unified School Board was held on Thursday, February 28, 2013, 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 6:03 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 Reviewing Findings/Orders by Independent Hearing Officer(s) and Property: Lease/Rental.

Mrs. Coleman 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.

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

1. Property: Lease

Mr. Daniel Tenuta, Assistant Superintendent of Secondary School Leadership, arrived at 6:05 P.M. and presented a proposed property lease item and answered questions from Board members.

Mr. Tenuta was excused at 6:16 P.M.

2. Review of Findings/Orders by Independent Hearing Officer

Mr. Anderson Lattimore, Principal of Kenosha eSchool, arrived at 6:17 P.M. and provided Board members with information relating to two expulsions.

Dr. Hancock and Mr. Lattimore were excused at 6:27 P.M.

Mrs. Snyder moved to extend the length of the first expulsion through the end of the 2013-2014 school year. Mrs. Coleman seconded the motion. Unanimously approved.

Ms. Stevens moved to extend the length of the second expulsion through the end of the 2014-2015 school year and remove the option for the Hillcrest Bridges Program. Mr. Nuzzo seconded the motion. Unanimously approved.

Meeting adjourned at 6:38 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD FEBRUARY 28, 2013

A regular meeting of the Kenosha Unified School Board was held on Thursday, February 28, 2013, 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 7:01 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. Snyder announced that the Awards noted in the agenda would be presented at next month's meeting.

There were no Administrative or Supervisory appointments.

Mrs. Snyder introduced the Student Ambassador, Kaitlin Kentala, from Bradford High School, and she made her comments.

There were views and comments by the public.

Mrs. Snyder made her remarks.

Dr. Hancock gave the Superintendent's Report which included a PowerPoint presentation covering information pertaining to revenue, enrollment, and voucher financial impact.

Consent-Approve item X-B – Minutes of 1/29/13 Special Meeting and Executive session and 1/29/13 Regular Meeting was pulled from 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 January 2013 cash receipts deposits totaling \$1,028,161.14 and cash receipt wire transfers-in totaling \$39,332,880.29, be approved.

Check numbers 489940 through 491249 totaling \$3,756,954.50, and general operating wire transfers-out totaling \$481,759.84, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the January 2013 net payroll and benefit EFT batches totaling \$10,403,392.11, and net payroll check batches totaling \$10,171.52, be approved.”

Consent-Approve item X-D – Policy/Rule 1240 – Access to Public Records submitted by Mrs. Sheronda Glass, Executive Director of Business Services, and Dr. Hancock, excerpts follow:

“Policy/Rule 1240 – Access to Public Records designates the Superintendent of Schools as the legal custodian of records. The policy also defines a “record” and provides guidance regarding records requests and records retention. Recommended changes to the policy include clearly stating that District records shall be retained for periods of time specific in the Wisconsin Records Retention Schedule for School Districts provided by the Wisconsin Department of Public Instruction and updating position titles in the “Legal Custodian(s) of Records” portion of the rule.

At the December 4, 2012 Personnel/Policy Standing Committee meeting, a committee member requested that this item be returned to the Committee in January to allow time to compare the policy with the Wisconsin Records Retention Schedule for School Districts and Wisconsin State Statutes. There were no objections from other Committee members or Administration. At its January 8, 2013 meeting, the Committee voted to forward the proposed revisions to Policy 1240 to the School Board for a first and second reading.

The Board approved the revisions as a first reading at its January 29, 2013, regular meeting. Administration recommends that the School Board approve revisions to Policy/Rule 1240 - Access to Public Records as a second reading this evening.”

Consent-Approve item X-E – Policy/Rule 5260 – Open Enrollment – Full Time presented by Mr. Kristopher Keckler, Executive Director of Information and Accountability; and Dr. Hancock, excerpts follow:

“Policy/Rule 5260 – Open Enrollment - Full Time addresses the state mandate of providing open enrollment opportunities to nonresident students. As the practice of open enrollment has grown over the past several years, especially in the area of virtual charter school enrollments, school districts have experienced cases of habitual truancy. State Statute 118.16 speaks to the school attendance enforcement and notification procedures for all students. Updated guidelines, as communicated from the Department of Public Instruction, declare that termination of open enrollment students due to habitual truancy must now be included in any district open enrollment policy. The definitions, notifications, and interventions that currently apply to resident students will now be consistent and apply to open enrolled students.

At its January 8, 2013, meeting, the Personnel/Policy Committee voted to forward the proposed revisions to Policy 5260 to the School Board for a first and second reading. The Board approved the revisions as a first reading at its January 29, 2013, regular meeting.

Administration recommends that the School Board approve revisions to Policy 5260 – Open Enrollment - Full Time as a second reading this evening.”

Mr. Bryan moved to approve the consent-approve items as revised. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, presented the Hockey Cooperative Team Expansion submitted by Mr. Steven Knecht, Coordinator of Athletics/Physical Education; Dr. Savaglio-Jarvis; and Dr. Hancock, excerpts follow:

“In 1982 the Wisconsin Interscholastic Athletic Association (WIAA) made an amendment to their constitution, bylaws, and rules of eligibility which permitted member schools to have cooperative teams (co-op teams). Co-op teams permitted member schools to join together and support an athletic program in order to have a team exist.

In the 2001-02 school year, Kenosha Unified School District began sponsoring hockey as a co-op team. The original members of the co-op team were Tremper and Bradford High Schools. Since then Indian Trail High School was added to the co-op. Since the existence of the program, the team has been recognized as the Kenosha Thunder.

During the 2011-12 school year, interest in expanding the co-op was explored as the number of participants had dipped; and citizens from the neighboring communities of Wilmot and Westosha expressed interest in joining the Kenosha Thunder. However, there are date requirements for applications into the co-op team agreements; and timing proved to be an obstacle. Additionally, specific information surrounding the agreement in a co-op needed to be ascertained. As a result, students from Wilmot and Westosha did not join the co-op in 2011-12.

Since then appropriate information has been shared (financials, code of conducts, etc.), and Wilmot Union School District has approved Wilmot Union High School to co-op in hockey with Kenosha Unified School District and the Kenosha Thunder hockey team. Now that this process has been approved by Wilmot School District, the WIAA application process requires Kenosha Unified School District approval before it can act upon the request.

At its February 12, 2013, meeting, the Curriculum/Program Committee voted to forward this report to the School Board for consideration. Administration recommends that the School Board grant approval to expand the district’s hockey program into a co-op agreement with Wilmot Union School District.”

Ms. Stevens moved to approve the expansion of the District’s hockey program into a cooperative agreement with Wilmot Union School District. Mr. Bryan seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy/Rule 6421 – Programs for Students with Disabilities presented by Ms. Susan Valeri, Director of Special Education and Student Support; Dr. Savaglio-Jarvis; and Dr. Hancock, excerpts follow:

“The Kenosha Unified School District is required by state and federal law to follow all of the included requirements in Policy 6421. This policy (6421) describes the district’s commitment to serving students with special education needs. The district’s Transformation Plan encompasses servicing all students, ensuring every child experiences high quality personalized learning success. As noted in this policy, the word “program” has been eliminated. The new wording will be reflected through the word “services.”

Services and procedures the district is required to provide by state and federal law are noted below:

- Services for Students with Disabilities (Policy 6421)
- Child Find Activities (Policy 6421.1)
- Least Restrictive Environment (Policy 6421.2)
- Individualized Education Program (Policy 6421.3)
- Due Process Procedural Safeguards for Special Education Students and for Students Referred for IEP Evaluation and Their Parent/Guardian (Policy 6421.4)

These policies appear in Appendices A through E.

In addition, the five different policies (noted above) and their respective requirements will be incorporated into one policy—6421. A link to the Wisconsin Department of Public Instruction (DPI) for these required services will be provided in this policy.

At their February 12, 2013, meetings, the Personnel/Policy and Curriculum/Program Standing Committees voted to forward revised Policy 6421, Services for Students with Disabilities and the recommendation for elimination of policies 6421.1, 6421.2, 6421.3, and 6421.4 to the School Board for a first reading and second reading. Administration recommends that the School Board approve revised Policy 6421 and the recommendation for elimination of policies 6421.1, 6421.2, 6421.3, and 6421.4 as a first reading this evening and a second reading on March 26, 2013.”

Mrs. Taube moved to approve revised Policy 6421 and the recommendation for elimination of policies 6421.1, 6421.2, 6421.3, and 6421.4 as a first reading and a second reading on March 26, 2013. Mr. Nuzzo seconded the motion. Unanimously approved.

Ms. Patricia Demos, Community School Relations Coordinator, presented the Mary Frost Ashley Charitable Trust submitted by Mrs. Tanya Ruder, Executive Director of Community Partnerships and Media Relations; Ms. Demos; and Dr. Hancock, excerpts follow:

“The District applied and received funding from the Mary Frost Ashley Charitable Trust in 2010 and 2011 for the Back to School – A Celebration of Family and Community Event, and parent and student programs. In 2012 the District was invited to apply and received funding from the Trust for Back to School supplies that were distributed at Elementary School Open Houses, parent and student education and learning experiences, parent leadership training, and support for the District’s Recognition Program, Academic Showcase, and annual Alcohol, Tobacco, and Other Drugs Awareness Student Recognition Brunch.

During the 2013-2014, the District plans to further develop and strengthen the comprehensive parent education training program, family interactive learning experiences, and expand student learning opportunities through support with a high school group, expand the District's Recognition Program, support the Academic Showcase, and strengthen the annual Alcohol Tobacco, and Other Drugs Awareness Student Recognition Brunch. This comprehensive program is developed with the framework of Search Institute's "40 Developmental Assets," Joyce Epstein's School, Family and Community Partnerships guide, and the District's Transformation Design. The design plan includes improving student achievement, personalized learning, expanding collaborative partnerships with families, the community and industry as well as implementing Joyce Epstein's "Ten Steps to Success: School-Based Programs of Family, School, and Community Partnerships" and securing resources to support student learning.

The all-encompassing program will continue to build on the framework of Joyce Epstein's research from John Hopkins University. The framework includes the Six Types of Family-School-Community Partnerships; Parenting, Communication, Learning at Home, Volunteering, Decision Making, and Community Collaboration. Within that research (Epstein & Sheldon 2006), Epstein indicates, "School, Family and Community Partnerships is a better term than parental involvement. The concept of "partnership" recognizes that parents, educators, and others in the community share responsibility for students' learning and development." This model provides significant support to moving the Transformational Design Goal #2 forward.

At their February 12, 2013, joint meeting, the Audit/Budget/Finance and Curriculum/Program Standing Committees voted to forward to the Board of Education this one-year grant proposal. Administration recommends that the Board approve submission of the grant titled Framework for Healthy Youth Development: Expanding Family Learning and Student Engagement Program in the amount of \$119,250.89 to the Mary Frost Ashley Charitable Trust."

Mrs. Coleman moved to approve submission of the grant titled Framework for Healthy Youth Development: Expanding Family Learning and Student Engagement Program in the amount of \$119,250.89 to the Mary Frost Ashley Charitable Trust. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Request to Submit 21st Century Community Learning Center (CLC) Program Grant Application for 2013-2014 School Year submitted by Mr. Paris Echoles, Coordinator of Student Engagement and Equity; Dr. Savaglio-Jarvis; and Dr. Hancock, excerpts follow:

"The 21st Century Community Learning Center (CLC) Program is a federally funded grant program. Federal guidelines state that funds for the CLC program are distributed to the state level and then allocated to communities based on an extremely competitive process to offer out-of-school time programming. Grants awarded under this competition will range from \$50,000 up to \$100,000 per CLC site. Activities are intended to serve students at schools with high poverty rates and schools in need of improvement based on the results of the Wisconsin Knowledge and Concepts Examination. Funds are allocated to the school district for fiscal and program management.

All CLC programs within the Kenosha Unified School District will continue to provide a safe-haven for children during out-of-school time. Out-of-school time includes before school, after school, early release days, and half days. The combination of academic support, a nutritious snack, and a host of enrichment activities allows for a great partnership with community based organizations like the Boys and Girls Club of Kenosha, the University of Wisconsin-Extension, and the Kenosha County Department of Human Services. Each of these primary partners participates in a CLC Advisory Council.

Schools offer enrollment for the CLC program at the beginning of the academic year during Open House. The number of seats available fluctuates from school to school and year to year. Priority is given to students who exhibit a need for academic support as defined by the Principal and the Academic Coordinator of CLC sites. Students report to the CLC program at dismissal for attendance and a nutritious snack, which is provided by KUSD Food Services. Immediately following their snack, "targeted" students attend the first hour of programming, Power Hour, where they work in small groups with certified teachers and/or highly qualified staff on planned academic activities that are linked to the school's curriculum. Other students attend homework help/tutoring sessions. After Power Hour, students participate in a variety of enrichment activities hosted by the Boys and Girls Club of Kenosha. These enrichment activities focus on the arts, fitness, health & life skills, and character & leadership. Students also benefit from many incentive based projects surrounding attendance, behavior, and active participation.

At their February 12, 2013, joint meeting, the Audit/Budget/Finance and Curriculum/Program Standing Committees voted to forward this grant request to the Board of Education for approval. Administration recommends that the Board grant approval to submit the 21st Century Community Learning Center (CLC) Program Grant Application for the 2013-2014 School Year."

Ms. Stevens moved to approve submission of the 21st Century Community Learning Center (CLC) Program Grant Application for the 2013-2014 School Year. Mrs. Coleman seconded the motion. Unanimously approved.

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

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

The Minutes of 1/29/13 Special Meeting and Executive session and 1/29/13 Regular Meeting were presented.

Mr. Bryan moved to approve the Minutes of 1/29/13 Special Meeting and Executive session and 1/29/13 Regular Meeting. Mrs. Taube seconded the motion. Motion carried. Ms. Stevens dissenting.

Meeting adjourned at 7:55 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON MARCH 12, 2013

A special meeting of the Kenosha Unified School Board was held on Tuesday, March 12, 2013, 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 5:04 P.M. with the following members present: Ms. Stevens, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, and Mrs. Snyder. Dr. Hancock and Mr. Lattimore were also present. Mrs. Taube arrived later. Mrs. Coleman 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 Reviewing Findings/Orders by Independent Hearing Officer(s).

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

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

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

Mrs. Taube arrived at 5:06 P.M.

1. Review of Findings/Orders by Independent Hearing Officer

Mr. Anderson Lattimore, Principal of Kenosha eSchool, provided Board members with information relating to three expulsions.

Dr. Hancock and Mr. Lattimore were excused at 5:18 P.M.

Ms. Stevens moved to concur with the recommendation of the Independent Hearing Officer with the addition of the option of a modification review by the School Board after the 2013-2014 school year with respect to the first expulsion. Mr. Nuzzo seconded the motion. Unanimously approved.

Mr. Bryan moved to concur with the recommendation of the Independent Hearing Officer with respect to the second expulsion. Ms. Stevens seconded the motion. Unanimously approved.

Ms. Stevens moved to concur with the recommendation of the Independent Hearing Officer with respect to the third expulsion. Mr. Bryan seconded the motion. Unanimously approved.

Meeting adjourned at 5:27 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District No. 1
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
March 26, 2013

CASH RECEIPTS	reference	total
February 2013 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 2,897,942.47
District Municipalities	<i>tax settlement - August payment</i>	23,811,052.02
Johnson Bank	<i>account interest</i>	133.74
US Treasury	<i>interest refund - various bond issues</i>	665,375.75
Bankcard Services	<i>food services credit card receipts (net of fees)</i>	171,043.80
Wind River Financial	<i>school credit card receipts (net of fees)</i>	633.97
5/3 Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	20,346.73
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	27,651.03
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	12,919.15
Total Incoming Wire Transfers		\$ 27,607,098.66
February 2013 Deposits to Johnson Bank - All Funds:		
General operating and food services receipts	<i>(excluding credit cards)</i>	\$ 630,298.74
TOTAL FEBRUARY CASH RECEIPTS		\$ 28,237,397.40

CASH DISBURSEMENTS	reference	total
February 2013 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>	\$ 6,993,901.20
WI Department of Revenue	<i>state payroll taxes</i>	567,727.36
WI Department of Revenue	<i>state wage attachments</i>	3,895.89
IRS	<i>federal payroll taxes</i>	2,740,933.28
Diversified Benefits Services	<i>flexible spending account claims</i>	21,467.00
Delta Dental WI	<i>dental & vision insurance premiums</i>	81,261.80
FICA Alternative	<i>federal payroll taxes</i>	7,723.24
Burkwald & Associates	<i>management fee</i>	24,593.56
Various	<i>TSA payments</i>	371,513.50
<i>general operating wires</i>		
US Bank	<i>purchasing card payment-individuals</i>	194,704.02
US Bank	<i>purchasing card payment-AP program</i>	177,010.72
Kenosha Area Business Alliance	<i>lease payment</i>	17,453.54
Various	<i>returned checks</i>	474.89
Total Outgoing Wire Transfers		\$ 11,202,660.00
February 2013 Check Registers - All Funds:		
Net payrolls by paper check	<i>Register# 01003DP and 01004DP</i>	\$ 3,599.54
General operating and food services	<i>Check #491250 thru Check #492303 (net of void batches)</i>	11,218,920.13
Total Check Registers		\$ 11,222,519.67
TOTAL FEBRUARY CASH DISBURSEMENTS		\$ 22,425,179.67

Administrative Recommendation

It is recommended that the February 2013 cash receipts deposits totaling \$630,298.74 and cash receipt wire transfers-in totaling \$27,607,098.66, be approved.

Check numbers 491250 through 492303 totaling \$11,218,920.13, and general operating wire transfers-out totaling \$389,643.17, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the February 2013 net payroll and benefit EFT batches totaling \$10,813,016.83, and net payroll check batches totaling \$3,599.54, 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
Kenosha, Wisconsin

March 26, 2013

POLICY/RULE 6421—PROGRAMS FOR STUDENTS WITH DISABILITIES

Explanation of Policy Change

The Kenosha Unified School District is required by state and federal law to follow all of the included requirements in Policy 6421. This policy (6421) describes the district's commitment to serving students with special education needs. The district's Transformation Plan encompasses servicing all students, ensuring every child experiences high quality personalized learning success. As noted in this policy, the word "program" has been eliminated. The new wording will be reflected through the word "services."

Services and procedures the district is required to provide by state and federal law are noted below:

- Services for Students with Disabilities (Policy 6421)
- Child Find Activities (Policy 6421.1)
- Least Restrictive Environment (Policy 6421.2)
- Individualized Education Program (Policy 6421.3)
- Due Process Procedural Safeguards for Special Education Students and for Students Referred for IEP Evaluation and Their Parent/Guardian (Policy 6421.4)

These policies appear in Appendices A through E.

In addition, the five different policies (noted above) and their respective requirements will be incorporated into one policy—6421. A link to the Wisconsin Department of Public Instruction (DPI) for these required services will be provided in this policy.

After review by the standing committees and a first reading by the Board, it was determined that a word was inadvertently left out of the policy. That word is shown in red in the second paragraph of the policy. That is the only change from what was approved as a first reading by the Board.

Recommendation

At their February 12, 2013, meetings, the Personnel/Policy and Curriculum/Program Standing Committees voted to forward revised Policy 6421, Services for Students with Disabilities and the recommendation for elimination of policies 6421.1, 6421.2, 6421.3, and 6421.4 to the School Board for a first reading and second reading. The Board approved the recommendation for a first reading at its February 28, 2013, regular meeting. Administration recommends that the School Board approve revised Policy 6421 including the addition of the word “find” in the second sentence of the second paragraph and the recommendation for elimination of policies 6421.1, 6421.2, 6421.3, and 6421.4 as a second reading this evening.

Dr. Michele Hancock
Superintendent

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

Ms. Susan Valeri
Director of Special Education and Student Support

POLICY 6421

SERVICES PROGRAMS FOR STUDENTS WITH DISABILITIES

In recognizing its responsibility to provide a complete and appropriate education for all students of the District, the School Board shall provide programs and services for all students with disabilities. The District shall ensure that all related services needed to assist an individual student to benefit from special education programs ~~services~~ will be provided. **Students with disabilities will be educated within the least restrictive environment that will satisfactorily meet their educational needs.**

~~A Special education program and procedures manual shall be developed by the District that outlines specific policies and procedures relating to students with disabilities. This manual~~ **These procedures** shall meet state and federal law requirements, and be adopted by the Board **including child find activities, least restrictive environment, Individualized Education Program and due process.**

The District shall adhere to all due process safeguards for parental rights and appeal within the parameters of state and federal laws governing the operation of programs ~~services~~ for students with disabilities. **The Director of Special Education and Student Support will be responsible for implementing procedures to ensure that students and parents are afforded the procedural safeguards established by State and Federal laws.**

The District will attempt to locate all students residing within the District who have a disability regardless of the severity of the disability and who are in need of special education and related services. The District shall utilize an Individualized Education Program Team approach when evaluating students suspected of having a disability. The Individualized Education Program Team shall determine and document that a student has a disability and a need for special education and related services.

LEGAL REF.: Wisconsin Statutes

Sections 118.13 [Student discrimination prohibited]

118.30(2)(b)1 [Testing of students with disabilities]

121.53(3) [Transportation for students with disabilities]

Chapter 115, Subchapter V [Educational programs and services for students with disabilities]

Wisconsin Administrative Code

PI 11 [Rules governing educational programs and services for students with disabilities]

PI 16 [Testing of students with disabilities; state-required tests]

Individuals with Disabilities Education Act [Educational programs and services for students with disabilities]

Section 504 of the Rehabilitation Act of 1973 [Accommodating the needs of handicapped students]

CROSS REF.: ~~3545.4, Non-Public School Students~~~~3511, Transportation~~~~5110, Equal Educational Opportunities~~~~5260, Full-Time Public School Open Enrollment – Full Time~~~~5270, Part-Time Public School Open Enrollment – Full Time~~~~5475, Discipline of Students with Disabilities~~~~6100, District Mission, Vision, Goals, Results~~~~6110, Instructional Program Mission and Beliefs~~~~6330, Privacy Rights in District Programs~~

6422, Homebound Instruction
6427, Individual and Remedial Services
6432, Class Size
~~6454, Promotion and Retention~~
6456, Graduation Requirements
6460, Testing/~~Assessment~~ Programs
~~6461, Parental Consent for Testing~~
~~6462, Nondiscriminatory Testing/Assessment~~
Special Education Program and Procedure Manual
Section 504 Program Plan

ADMINISTRATIVE REGULATIONS: None

AFFIRMED:

REVISED: January 29, 2002

APPENDIX B

Kenosha Unified School District No. 1
Kenosha, Wisconsin

School Board Policies
Rules and Regulations

POLICY 6421.1
CHILD FIND ACTIVITIES

~~The District shall attempt to locate all students residing within the District who have a disability, regardless of the severity of the disability, and who are in need of special education and related services. When such students are identified and with parent/guardian consent, they will be evaluated.~~

LEGAL REF.: Wisconsin Statutes

~~Sections 115.77 [Local education agency duties related to students with disabilities]
115.782 [Evaluation of students with disabilities]
115.78 [Individualized education program team]
115.787 [Individualized education programs]
115.79 [Educational placements]
115.792 [Procedural safeguards]
115.812 [Placement disputes]
PI 11 [Rules governing programs for students with disabilities]
Individuals with Disabilities Education Act [Educational programs and services for students with disabilities]~~

CROSS REF.: ~~6421.2, Least Restrictive Environment~~

~~6421.3, Individualized Education Program
6421.4, Due Process Procedural Safeguards for Special Education Students and Students Referred for IEP Evaluation and Their Parents/Guardians
6427, Individual and Remedial Services
6461, Parental Consent for Testing
6462, Nondiscriminatory Testing/Assessment
Special Education Program and Procedure Manual~~

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: ~~August 13, 1991~~

REVISED: ~~September 14, 1999~~
~~January 29, 2002~~

RULE 6421.1
~~CHILD FIND PROCEDURES~~

- ~~1. The Executive Director of K-8 Instruction/designee shall annually conduct public awareness activities which will serve to identify, locate, and evaluate potential students with disabilities, birth through age twenty (20).~~
- ~~2. The Executive Director of K-8 Instruction/designee shall provide screening opportunities upon parent(s)/guardian request to students suspected of having a disability prior to entry into school.~~
- ~~3. All students will be screened by the principal/designee or by the building level staffing committee upon enrollment in the District.~~

POLICY 6421.2

~~LEAST RESTRICTIVE ENVIRONMENT~~

~~Students with disabilities will be educated within the least restrictive environment that will satisfactorily meet their educational needs.~~

The District endorses philosophy of “inclusion”.

~~To the maximum extent appropriate as defined in the I.E.P., a child with a disability shall be educated with children who are not children of disabilities. Special classes, separate schooling, or any other program that would remove a child with a disability from the regular educational environment may only be considered when the nature or severity of a child’s disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.~~

LEGAL REF.: ~~Wisconsin Statutes~~

~~Sections 115.787 [Individualized education programs]
115.79 [Educational placements]
115.792 [Procedural safeguards]
115.812 [Placement disputes]~~

~~Wisconsin Administrative Code~~

~~PI 11 [Rules governing programs for students with disabilities]
Individuals with Disabilities Education Act [Educational programs and services for students with disabilities]~~

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

~~5475, Discipline of Students with Disabilities~~

~~6421.1, Child Find Activities~~

~~6421.3, Individualized Education Program~~

~~6421.4, Due Process Procedural Safeguards for Special Education Students and Students Referred for IEP Evaluation and Their Parents/Guardians~~

~~6422, Homebound Instruction~~

~~6427, Individual and Remedial Services~~

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

~~6462, Nondiscriminatory Testing/Assessment~~

~~Special Education Program and Procedure Manual~~

ADMINISTRATIVE REGULATIONS: ~~None~~

AFFIRMED: ~~August 13, 1991~~

REVISED: ~~August 22, 1995~~

~~September 14, 1999~~

~~January 29, 2002~~

RULE 6421.2

~~LEAST RESTRICTIVE ENVIRONMENT FACTORS~~

1. ~~Within the District, a continuum of alternative special education placements shall be made available for a student with a disability. The student may receive special education through a variety of service alternatives including: general education classroom with special education consultation, general education classroom with full time special education support, general education classroom with itinerant special education support, general education classroom with the use of a resource room for part of the day, part time special class, full time special class, special day school, or homebound instruction.~~
2. ~~The District endorses the practice of "Inclusion"; wherein, each student with a disability, to the maximum extent appropriate as defined in the I.E.P., will be educated with students who do not have a disability. These services will be provided in the student's neighborhood school as a first option. Special classes, separate schooling or other removal of students from the general education environment will occur only when the nature of severity of the disability is such that education in regular classes, with the use of supplementary aids and services, cannot be achieved satisfactorily. When making decisions regarding the level of inclusion (the amount of time a student spends in the general education environment) for an individual child, the needs of the child with the disability, the impact of such decisions on the general education environment, and the impact on other students in the classroom and school will be considered. Where the student with a disability is so disruptive that the education of other students is significantly impaired, a change in the amount of support or a more restrictive program will be implemented through the process.~~
3. ~~The most appropriate special education placement and/or continuing placement will be determined by the Executive Director of K-8 Instruction, based upon recommendations made by the I.E.P. Team and the Individualized Education Program.~~
4. ~~For staffing purposes, all students who spend 30 percent or more of their day within the general education classroom will be counted as a student in the classroom.~~
5. ~~The general education teacher along with the special education teacher shall have the responsibility for the grading of students in their assigned class/classes. The special education teacher and general education teacher shall discuss the special education student's ability to determine the grading criteria to be followed in the general education classroom.~~

APPENDIX D

Kenosha Unified School District No. 1
Kenosha, Wisconsin

School Board Policies
Rules and Regulations

~~POLICY 6421.3~~

~~INDIVIDUALIZED EDUCATION PROGRAM (I.E.P)~~

~~The District shall utilize an I.E.P. Team approach when evaluating students suspected of having a disability. The I.E.P. Team shall determine and document that a student has a disability and a need for special education and related services.~~

~~An annual written individualized education program shall be in effect for each student with a disability. An I.E.P. shall be revised periodically but not less than annually, to indicate needed programmatic changes.~~

~~LEGAL REF.: Wisconsin Statutes~~

~~Sections 115.77 [Local educational agency duties related to students with disabilities]~~

~~115.782 [Evaluation of students with disabilities]~~

~~115.78 [Individualized education program team]~~

~~115.787 [Individualized education programs]~~

~~115.79 [Educational placements]~~

~~115.792 [Procedural safeguards]~~

~~115.797 [Mediation]~~

~~115.80 [Due process hearings]~~

~~115.812 [Placement disputes]~~

~~Wisconsin Administrative Code~~

~~PI 11 [Rules governing programs for students with disabilities]~~

~~Individuals with Disabilities Education Act [Educational programs and services for students with disabilities]~~

~~GROSS REF.: 5260, Full-Time Public School Open Enrollment~~

~~5270, Part-Time Public School Open Enrollment~~

~~5375, Discipline of Students with Disabilities~~

~~6421.1, Child Find Activities~~

~~6421.2, Least Restrictive Environment~~

~~6421.4, Due Process Procedural Safeguards for Special Education Students and Students Referred for IEP Evaluation and Their Parents/Guardians~~

~~6427, Individual and Remedial Services~~

~~6461, Parental Consent for Testing~~

~~6462, Nondiscriminatory Testing/Assessment~~

~~Special Education Program and Procedure Manual~~

~~ADMINISTRATIVE REGULATIONS: None~~

~~AFFIRMED: August 13, 1991~~

~~REVISED: September 14, 1999~~

~~January 29, 2002~~

RULE 6421.3

INDIVIDUALIZED EDUCATION PROGRAM (I.E.P.) PROCEDURES

1. The Executive Director of K-8 Instruction shall be responsible for the I.E.P. Team process, as specified in Wisconsin Statutes.
2. The I.E.P. Team shall follow the procedures outlined in District Policy 6462 to ensure that all evaluations are nondiscriminatory.
3. Each meeting to develop the individualized education program should include:
 - a. a local education representative of the District other than the student's teachers, who is qualified to provide or supervise the provision of special education;
 - b. the student's special and regular teacher(s), who have direct responsibility for implementing the student's individualized education program;
 - c. at least two members who have expertise in assessment and programming for the disability of the student being evaluated;
 - d. one or both of the student's parents or the guardian;
 - e. where appropriate, the student;
 - f. for a student who has been evaluated for the first time, a representative of the District who is knowledgeable about the evaluation procedures and the results of the evaluation;
 - g. other individuals, at the discretion of the parent/guardian or District.
4. The I.E.P. shall include:
 - a. a statement of the student's present levels of educational performance, including areas of need, strengths, interests, learning style, the concerns of the parents for enhancing the education of the student, and the results of the initial or most recent evaluation of the student;
 - b. a statement of annual goals and benchmarks or short term objectives;
 - c. a statement describing the specific special education and related services to be provided to the student and the extent to which the student will be able to participate in regular educational programs;
 - d. the projected dates for initiation of services and the anticipated duration of the services;
 - e. procedures for measuring progress toward the annual goal and procedures for notifying parents of the student's progress.
5. Parent/guardian involvement in the development of the I.E.P. is essential. The District will take the necessary steps to insure proper encouragement, notification, and involvement in the process.
6. When an I.E.P. has been completed for a student, the District shall have the I.E.P. Team develop a placement offer for the student. The placement offer shall be based upon and carry out the student's I.E.P. and it shall consist of:
 - a. The school in which the I.E.P. will be implemented and the projected date of implementation.
 - b. The District's assurances regarding the least restrictive environment.
7. Students enrolled in a special education program will not have a change in their placement unless an I.E.P. Team committee has recommended such change. If a parent/guardian believes that the current special education program does not satisfactorily serve the needs of the student, the parent/guardian may request Mediation or a Due Process Hearing. Pending any hearing on placement, the student shall remain in present placement unless re-evaluation using District procedures occurs and a transfer is found to be warranted. Parent/guardian, adult student, or the District has the right to appeal the decision of the hearing officer to the State Superintendent and/or the courts.
8. Students receiving special education and related services will be evaluated by an I.E.P. Team every three years or earlier if requested by the student's parent/guardian or teacher.
9. Except as otherwise provided by law, the District may not stop providing special education to a student unless, as a result of a re-evaluation, an I.E.P. Team determines that the student is no longer a student with a disability.

POLICY 6421.4

~~DUE PROCESS PROCEDURAL SAFEGUARDS FOR SPECIAL EDUCATION
STUDENTS AND FOR STUDENTS REFERRED FOR I.E.P.
EVALUATION AND THEIR PARENT/GUARDIAN~~

~~The Executive Director of K-8 Instruction will be responsible for implementing procedures to ensure that students and parents are afforded the procedural safeguards established by State and Federal laws, when the District proposes to or refuses to initiate or change the identification, evaluation, or educational placement of the student or the provision of an appropriate education.~~

~~LEGAL REF.: Wisconsin Statutes~~

~~Sections 115.792 [Procedural safeguards]~~

~~115.797 [Mediation]~~

~~115.80 [Due process hearings]~~

~~115.812 [Placement disputes]~~

~~Wisconsin Administrative Code~~

~~PI 11 [Rules governing programs for students with disabilities]~~

~~Individuals with Disabilities Education Act [Educational programs and services for students with disabilities]~~

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

~~5475, Discipline of Students with Disabilities~~

~~6330, Privacy Rights in District Programs~~

~~6421.1, Child Find Activities~~

~~6421.2, Least Restrictive Environment~~

~~6421.3, Individualized Education Program~~

~~6427, Individual and Remedial Services~~

~~6461, Parental Consent for Testing~~

~~6462, Nondiscriminatory Testing/Assessment~~

~~*Special Education Program and Procedure Manual*~~

~~ADMINISTRATIVE REGULATIONS: None~~

~~AFFIRMED: August 13, 1991~~

~~REVISED: September 14, 1999~~

~~January 29, 2002~~

RULE 6421.4

~~DUE PROCESS PROCEDURES~~

- ~~1. Parents and/or adult students will be informed in writing of their procedural rights when the District proposes to or refuses to initiate or change the identification, evaluation, or educational placement of a student with a disability.~~
- ~~2. Parents and/or adult students will be informed that they or the District has the right to appeal the identification, evaluation, placement or the provisions of a free appropriate public education at any time when an appeal is made.~~
- ~~3. The District will be responsible for implementing procedures to conduct an impartial due process hearing in accordance with State and Federal laws.~~

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 26, 2013

HEAD START FEDERAL GRANT REQUEST FOR THE 2013-2014 SCHOOL YEAR

Approval from the Kenosha Unified School District Board of Education is requested to submit and implement the Head Start Federal Grant for the 2013-2014 school year. The funding for this grant is \$1,999,031. The grant is designed to fund the operating costs of the Kenosha Unified School District Head Start program.

Grant Title

Federal Head Start Grant

Funding Source

Administration for Children and Families, U.S. Department of Health and Human Services

Grant Time Period

July 1, 2013, to June 30, 2014

Purpose

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 pre-school children and their families. This grant will service 330 high-risk children that will be 3 or 4 years of age on or before September 1, 2013. 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.

Number of Students Served

330 eligible Head Start students

Relationship to District Plan and Goals

The Head Start approach to school readiness ensures that families have the skills and knowledge necessary to support development and learning in children. This correlates to the district's Transformational Plan and the following goals:

- Improve student achievement.
- Expand collaborative partnerships with families, community, and industry.

- Secure resources to support learning.

The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and the transition into kindergarten is effective. 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, wellbeing, and motor and social/emotional development. Success in these areas will support each child's readiness for kindergarten.

Fiscal Impact

See the attached Fiscal Impact statement (Appendix A).

Changes in Program Service

The following additional positions have been proposed:

- One full-time equivalent instructional coach
- One-half full-time equivalent family engagement specialist

These positions will be added to better serve Head Start staff and families. The salaries and benefits for these positions will be attributed to the Head Start grant.

Included in this Instructional Coach position will be the responsibilities of the Head Start disability coordinator. The Head Start disability coordinator responsibilities were divided and absorbed by other positions when the previous disability coordinator became the interim principal of the Chavez Learning Station. The responsibilities of the Head Start disability coordinator have proven too involved to be added to other positions. For this reason Head Start is electing to re-establish the role.

A national Head Start current initiative is to build relationships with families that support family wellbeing, strong parent-child relationships, and ongoing learning and development of parents and children alike. The family engagement specialist will support this initiative.

These two positions will strengthen and enhance the Head Start program. The instructional coach will be able to support staff, ensuring that Head Start children receive the very best education. The family engagement specialist will support parents, guiding them toward increased engagement in their child's education at home, school, and in the community.

Evaluation Plan

- The Head Start program meets a community need for the services that it provides. This will be evident through the maintenance of a Head Start waiting list of families that qualify for the program.
- Student outcomes are monitored within the Head Start Child Development and Early Learning Framework in eight developmental domains. The progress of every child is

reported to parents/guardians three times during the school year. The outcomes measured are aligned with Wisconsin Model Early Learning Standards and Common Core Standards.

- Semiannual program report to the policy council and school board to monitor the program
- Program plan report to the Head Start Region V office in Chicago
- Head Start monthly reports (HS 22) to the policy council and school board
- Quarterly calls to the Head Start Region V office in Chicago
- The Head Start program conducts an annual self-assessment in January to determine strengths and areas that are in need of improvement.
- An annual report is available to the community and all stakeholders providing statistics, services, and budget information.

Staff Persons Involved in Preparation of the Grant Application

Belinda Grantham, Director of Early Education
Kim Kurklis, Interim Principal, Chavez Learning Station
Lynda Dower, Family and Community Coordinator
Samantha McGovern, Education and Disabilities Coordinator
Debbie Moran, Policy Council President
Jodee Rizzitano, Health Coordinator

Administrative Recommendation

At its March 12, 2013, meeting, the joint Curriculum/Program and Audit/Budget/Finance Committees voted to forward this grant request to the School Board for consideration. Administration recommends that the School Board approve the 2013-14 Head Start Federal Grant request.

Dr. Michele Hancock
Superintendent of Schools

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

Ms. Belinda Grantham
Director of Early Education

Ms. Kim Kurklis
Interim Principal, Chavez Learning Station

Kenosha Unified School District No. 1

Fiscal, Facilities and Personnel Impact Statement

Title: Head Start Federal Grant Request **Budget Year:** 2013-2014

Department: Head Start **Budget Manager:** Kim Kurklis

REQUEST

Approval from the Board of Education is requested to submit and implement the Head Start Federal Grant for the 2013-2014 school year. It is designed to fund the program operations with \$1,999,031.

RATIONALE/ INSTRUCTIONAL FOCUS

This grant serves the academic, social/emotional, and health needs of low-income three and four year old children and their families. Children who qualify must reside within the boundaries of KUSD. The Head Start approach provides the foundation for implementing systemic and integrated comprehensive child development services and family engagement efforts that lead to school readiness for young children and families. This supports stronger attendance rates, academic performance, and higher graduation rates in later years.

IMPACT

This Head Start grant provides:

- Funding for staffing (teachers and educational assistants) to serve 330 children within the guidelines of the Head Start Performance Standards.
- Funding for support staff (family service providers, coordinators, director) for families of Head Start children as specified in the Head Start Performance Standards.
- Utilities and maintenance of the Chavez Learning Station
- Purchased services and supplies to support Head Start Performance Standards.
- All Head Start staff are employed through the Kenosha Unified School District and follow the contract agreements for their work classification.

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	\$992,961.00
200's	Fringes	\$658,547.00
300's	Purchased Services	\$148,369.00
400's	Non-Capital Objects	\$123,202.00
500's	Capital Objects	\$0.00

	Dues/Fees	\$75,952.00
	TOTAL	\$1,999,031.00

This is a ☐ one-time or a ☒ recurring expenditure

FUNDING SOURCES
Select Funding Sources:

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**Kenosha Unified School District
Kenosha, Wisconsin**

March 26, 2013

PHYSICAL EDUCATION PROGRAM GRANT APPLICATION

Background

In 2008 Kenosha Unified School District received a federal grant named the Carol White Physical Education Program Grant (PEP Grant). At the time, Kenosha Unified School District received \$839,388 (over a three-year period) that was used to focus on the rebuilding of the physical education curriculum. The money purchased the Sports, Play & Active Recreation for Kids (SPARK) curriculum, equipment for the SPARK curriculum, and training for how to apply the SPARK curriculum. It has recently been announced that this grant is going to be offered again to 75 different school districts nationally who will receive an average of \$479,000 each to improve physical education and health in school districts.

Kenosha Unified School District has ascertained the expertise of a professional grant writer who was the same grant writer that the district used in 2008 when the grant was received. This grant writer, Mr. Mike Russell of Advanced Fitness Solutions, will be paid through the grant should it be awarded to the district and only if the grant is awarded to the district. Advanced Fitness Solutions will analyze all of the data collected through the grant so that a district summary report may be done at the end of the grant term. Kenosha Unified School District's reputation with the federal government and this particular grant writer from the first PEP Grant has targeted the district as a strong candidate for receiving this grant again.

Rationale

In order to continue with the momentum created by the previous PEP Grant, application for funding under the same federal program is preferred. The funding will be used to expand the scope of the current kindergarten through twelfth grade physical education program and provide district students with additional opportunities for physical activity during the school day. Additionally, the type of student assessment that is conducted throughout the district will be expanded by purchasing items such as (but not limited to) pedometers and heart rate monitors. These tools will assess growth and will be used in conjunction with a Web-based system where students, parents, and teachers can monitor growth.

In order to increase the amount of physical activity available to students, elementary classroom teachers will be trained in the delivery of Brain Breaks. Brain Breaks are short five-minute sessions that are delivered in the classroom by academic teachers. During these Brain Breaks students will be physically active to help improve brain function. Physical education teachers at each school site will help classroom teachers acquire the skills needed to deliver these breaks.

In addition to what has been previously mentioned, the Office of Physical Education and Health will work in cooperation with the Office of Food Services to add an important component of this project. The project will provide resources to the Office of Food Services so they can help expand messages related to healthy food choices and eating. The messages will be simple and stay within the guidelines set by the National School Lunch Program and School Breakfast Program. An example of this would be purchasing new school lunch trays that have positive nutritional messages written on them.

Finally, the scope of student assessment within the physical education program will be expanded. Student activity levels will be evaluated using available technology, student body mass index (BMI) will be measured, eating behaviors will be measured, fitness levels will be assessed using the same criteria throughout the district, and student attitudes towards physical activity will be measured (sixth through twelfth grade secondary level only). The expanded student assessment will provide students and parents with an accurate picture of the fitness levels and eating behaviors so that appropriate changes can be made.

Note

In 2008, when the Kenosha Unified School District was awarded the PEP Grant the first time, there were no district resources required to be committed. However, a 20 percent in-kind match was made. The majority of the matched amount was made through allotted staff time (including a project leader) and time staff volunteered for training. Kenosha Unified School District would again focus on matching their in-kind funds in this similar way.

Further guidelines for the grant will be detailed on February 22, 2013 with a due date for final application predicted to be on April 12, 2013. The deadline for intergovernmental review is June 12, 2013.

Recommendation

At its March 12, 2013, meeting, the joint Curriculum/Program and Audit/Budget/Finance Committees voted to forward this grant to the School Board for consideration. Administration recommends that the School Board approve the Carol White Physical Education Program (PEP) Grant.

Dr. Michele Hancock
Superintendent of Schools

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

Mr. Steven Knecht, CAA
Coordinator of Athletics, Physical Education, Health, and Recreation

Kenosha Unified School District

Fiscal, Facilities and Personnel Impact Statement

Title: Carol White Physical Education Program Grant

Budget Year: 2013-2014

Department: Physical Education and Health

Budget Manager: Steve Knecht

REQUEST

It has recently been announced that the Carol White Physical Education Grant is going to be offered to 75 different school districts nationally who will receive an average of \$479,000 each to improve physical education and health in school districts. The Physical Education and Health Department would like to pursue this grant to expand the scope of current K-12 PE program.

RATIONALE/ INSTRUCTIONAL FOCUS

To provide district students with additional opportunities for physical activity during the school day. Additionally, we will expand the type of student assessment that is conducted throughout the district by purchasing items such as (but not limited to): pedometers and heart rate monitors. These tools will assess growth and will be used in conjunction with a web based system where students, parents, and teachers can monitor growth.

IMPACT

Through assessment, students and teachers have measurements to understand their students' health. Ultimately, this is an additional resource to fight against childhood obesity.

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	\$60,000.00
200's	Fringes	\$40,000.00
300's	Purchased Services	\$150,000.00
400's	Non-Capital Objects	\$179,000.00
500's	Capital Objects	\$50,000.00
		\$0.00
	TOTAL	\$479,000.00

This is a ☒ one-time or a ☐ recurring expenditure

FUNDING SOURCES

Select Funding Sources:

20% in kind match of the grant will be a responsibility of the district. This will be allocated through items such as: technology, staff time for assistance in coordination, and hours teachers are trained.

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 26, 2013

DONATIONS TO THE DISTRICT

The District has received the following donations:

1. Mary Joy Madrigano donated \$2,500.00 to the Bradford Boys Basketball Team. The donation is to be used to purchase new basketball uniforms.
2. William Aiello donated \$2,000.00 to the Bradford Theatre Arts program.
3. The Bradford Class of 1962 donated \$500.00 to the Bradford Football Stadium and \$500.00 to the Bradford Baseball Field.
4. Rust-O-Leum Corporation donated \$300.00 to the Bradford Wrestling Team. The donation is to be used to purchase wrestling medals.

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

March 26, 2013

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board**
March-April

March

- March 12, 2013 - Standing Committee Meetings in ESC Board Room
- March 26, 2013 – Regular Board of Education Meeting –7:00 P.M. in ESC Board Meeting Room
- March 28, 2013 – Third Quarter Ends - Half Day for Students
- March 29-April 7, 2013 – Spring Recess – Schools Closed

April

- April 9, 2013 – Standing Committee Meetings in ESC Board Room
- April 22, 2013 – Organizational and Regular Board of Education Meetings – 6:30 and 7:00 P.M. in ESC Board Room

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