

REGULAR MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD JULY 24, 2012

A regular meeting of the Kenosha Unified School Board was held on Tuesday, July 24, 2012, 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 7:02 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.

There were no awards to be presented.

There were no Administrative or Supervisory Appointments.

Mr. Bryan gave the Legislative Report.

Views and comments were made by the public.

Mrs. Snyder made her remarks.

Dr. Hancock gave the Superintendent's Report.

Mrs. Snyder noted that a revised agenda was issued which listed the LEGO Smart Schools Grant Program and the 2012-2013 LakeView Technology Academy Parent-Teacher Conference Proposal under Old Business as opposed to under the Consent Agenda.

Consent-Approve item IX-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations was pulled from the revised Consent Agenda.

The Board then considered the following revised Consent-Approve items:

Consent-Approve item IX-B – Minutes of 6/26/12 Regular Meeting, 7/9/12 Special Meeting, and 6/26/12, 7/2/12, and 7/9/12 Special Meetings and Executive Sessions.

Consent-Approve item IX-C – Summary of Receipts, Wire Transfers and Check Registers submitted by Ms. Heather Kraeuter, Accounting Supervisor; Mrs. Tina Schmitz, Chief Financial Officer; Mrs. Sheronda Glass, Assistant Superintendent of Business Services; and Dr. Hancock, excerpts follow:

“It is recommended that the June 2012 cash receipts deposits totaling \$484,739.70 and cash receipt wire transfers-in totaling \$52,151,577.87, be approved.

Check numbers 483578 through 485103 totaling \$8,747,892.01, and general operating wire transfers-out totaling \$397,610.67, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the June 2012 net payroll and benefit EFT batches totaling \$12,614,444.44 and net payroll check batches totaling \$15,521.96, be approved.”

Consent-Approve item IX-D – Policy/Rule and Administrative Regulations 6520 and 6521 Field/Co-Curricular Trips and Foreign Educational Tours submitted by Mr. Mark Hinterberg, Coordinator of K-12 Social Studies and Career and Technical Education; and Dr. Hancock, excerpts follow:

“Field/Co-Curricular and International trips are considered extensions of the classroom/co-curricular activity of expanding or enriching the regular curriculum. Policy 6520 has been reviewed and updated by the Department of Teaching and Learning to reflect current information. The Rule portion of 6520 will be incorporated into the Teaching and Learning Handbook. Portions of Policy/Rule 6521 have been incorporated into Policy 6520 as well as the Teaching & Learning Handbook. Therefore, Policy 6521 is being eliminated. Administrative Regulations 6520A through G are being updated to reflect current information and will be removed from policy and instead placed in the Teaching and Learning Handbook.

At its June 12, 2012 meeting, the Personnel/Policy and Curriculum/Program Committees voted to forward changes to Policies 6520 and 6521 to the School Board for consideration. The Board approved the changes as a first reading on June 26, 2012. Administration recommends that the School Board approve as a second reading the changes to Policy 6520 Field/Co-Curricular Trips with removal of the rule portion and removal of Administrative Regulations 6520A-G as well as removal of Policy/Rule 6521.”

Consent-Approve item IX- E – Head Start State Supplemental Grant Request for the 2012-2013 School Year submitted by Ms. Kim Kurklis, Interim Chavez Center Director; Ms. Belinda Grantham, Director of Early Education; Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning; and Dr. Hancock, excerpts follow:

“Approval from the Board of Education is requested to submit and implement the Head Start State Supplemental Grant for the 2012-2013 school year. The funding for this grant is \$340,725. It is designed to supplement the operating costs of the Kenosha Unified School District Head Start Child Development Program.

The purpose of the Head Start program is to provide comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool children and their families. This grant will service 59 high-risk children that will be three or four years of age on or before September 1, 2012. 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.

At their joint July 10, 2012 meeting, the Curriculum/Program & Audit/Budget/Finance Committees voted to forward this grant to the School Board for consideration. Administration recommends that the School Board grant permission to submit and implement, if approved, the 2012-2013 Head Start State Supplemental Grant.”

Mrs. Taube moved to approve the revised consent agenda. Ms. Stevens seconded the motion. Unanimously approved.

Ms. Karen Davis, Assistant Superintendent of Elementary School Leadership, indicated that notification has been received that the LEGO Smart Schools Grant has been denied; therefore, no action was needed on the item.

Mr. Daniel Tenuta, Assistant Superintendent of Secondary School Leadership, presented the 2012-13 LakeView Technology Academy Parent-Teacher Conference Proposal submitted by Mr. William Hittman, Principal at LakeView Technology Academy; Mr. Tenuta; and Dr. Hancock, excerpts follow:

“School Board approval is requested to implement the following waiver for the 2012/2013 school year. This waiver request does not negatively impact student contact time, District budget, transportation or food service. This request supports the District’s focus as defined in the Transformation Design, as it relates to professional development, community involvement and student achievement.

Eighty-seven percent (87%) of the staff at LakeView Technology Academy supports this waiver to hold four parent/teacher conferences during the school year. Parent conferences would be held on October 4, 2012, December 13, 2012 February 28, 2013 and May 9, 2013. Students would attend a full day of classes on the Friday following parent conferences (October 5, 2012, December 14, 2012, March 1, 2013 and May 10, 2013).

On November 9, 2012 and March 28, 2013 when there is no school for students, LakeView teachers will be off the entire day. The majority of classes at LakeView will be block scheduled and run one semester. This will allow scheduled parent contact with teachers in sufficient time before classes conclude at the semester. On November 9, 2012 and March 28, 2013, parents and students will be able to attend conferences at their student’s boundary area school. All students at Lakeview Academy are scheduled for classes the final block of the day at their boundary area high school and would have a need for conferences with these teachers.

At its July 10, 2012 meeting, the Personnel/Policy Committee voted to forward this waiver request to the School Board for consideration. Administration recommends that the School Board approve the 2012-13 LakeView Technology Academy Parent-Teacher Conference Proposal.”

Mr. Nuzzo moved to approve the 2012-13 LakeView Technology Academy Parent-Teacher Conference Proposal. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Activities Code of Conduct and Concussion Protocol submitted by Mr. Steven Knecht, Coordinator of Athletics, PE, Health, and Recreation; Dr. Savaglio-Jarvis; and Dr. Hancock, excerpts follow:

“The process of updating and fine tuning the Activities Code of Conduct is on-going and requires adaptations and revisions almost annually. Enforcing the Activities Code of conduct fairly and consistently is the common goal of all the stakeholders in the KUSD.

Revisions in the Activities Code of Conduct have been made for the following reasons: adding consistent language throughout the code, adding wording that covers violations not before covered by the code, a change in the appeal process, academic eligibility changes, and editorial changes.

A new State Law has recently been passed called: Wisconsin’s Sideline for Safety Act 172. Within this law, requirements have been put into place for organizations to deliver information to athletes, parents/guardians, and coaches about concussions. This information covers everything from general information about concussions, processes to return to competition, and coaches’ education. KUSD sponsors sports within the Wisconsin Interscholastic Athletic Association and therefore must comply with the new state law and adopt new documentation for students, parents, and coaches.

At its July 10, 2012 meeting, the Curriculum/Program Committee voted to forward the revisions and new documentation to the School Board for consideration. Administration recommends that the Board approve the revisions in the Activities Code of Conduct and the new documentation covering the Concussion Protocol as a first and second reading this evening.”

Ms. Stevens moved to approve the revisions in the Activities Code of Conduct and the new documentation covering the Concussion Protocol as a first and second reading. Mr. Nuzzo seconded the motion. Unanimously approved.

Dr. Hancock presented the Renewal of the Southeastern Wisconsin School Alliance Membership submitted by Mrs. Glass and Dr. Hancock, excerpts follow:

“For the past nine (9) years, the District has participated in the Southeastern Wisconsin School Alliance (SWSA) which provides school officials and parents with objective, non-partisan information and training needed to be strong advocates for educational excellence. The SWSA serves over 30 urban and suburban school districts with a combined enrollment of more than 240,000 students.

The mission of the SWSA is to support and promote world class schools through research, advocacy, public policy and effective communication for the benefit of students and the economic vitality of the region. The SWSA is guided by the following six core beliefs:

- A strong public school system is essential for educating all students to become contributing members of society.
- A world class education is an investment in a vibrant community and a strong economy.
- A collective commitment to high quality education requires strong, proactive, courageous leadership at all levels.

- Educating and informing stakeholders creates ownership and advocacy for public education.
- Regional collaboration and healthy dialogue among school, business, and government and community groups promote effective public policy.
- Objective and accurate information, research, and data provide the foundation for sound public policy.

The SWSA meets at least once a month and the annual membership fee is \$3,000. Attached is the required resolution to be approved by the Board to participate in the Alliance and the 66.0301 Agreement that authorizes the School District of South Milwaukee as the fiscal agent to manage the SWSA funds. Also included is the proposed budget for the SWSA and the current participating member school districts.

At its July 10, 2012 meeting, the Audit/Budget/Finance Standing Committee voted to forward the Renewal of the Southeastern Wisconsin School Alliance Membership to the full Board. Administration recommends that the Board approve the attached resolution and membership in SWSA for the 2012-2013 fiscal year and authorization of Board Officers and District Administration to execute any and all documents related to the renewal.”

Mrs. Taube moved for approval of the resolution and membership in SWSA for the 2012-2013 fiscal year and authorization of Board Officers and District Administration to execute any and all documents related to the renewal. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Schmitz presented the Board Approved Fees for the 2012-2013 School Year submitted by Mr. Hamdan, Mrs. Schmitz, and Dr. Hancock, excerpts follow:

“The Audit, Budget and Finance Committee reviewed the proposed fees for the 2012-2013 school year at their July 10, 2012 standing committee meeting. Schedules for all fees were compared to previous years and discussion took place on the recommended increases.

The Each year, as a component of the budget development process, a review of the fees charged (i.e., student fees, building use fees and recreation fees) is conducted. Consistent with past years, Finance has met with various stakeholders that administer fees to review the procedures and adequacy of the established fees.

Over the last several years, the schedule of student fees has been simplified to assist the processing of student fees in the student system (Zangle) and at the school level. This simplification has reduced most of the individual course fees and any additional fee associated with Elective, Honors and Advanced Placement courses at the middle school and high school levels. In addition, the practice of charging additional fees associated with disposable materials, supplies and workbooks was eliminated in 2010.

Administration is recommending a 3% change to the 2012-2013 fee schedule. Attachment A delineates the proposed 2012-2013 student fee schedule compared to the previous six (6) year's student fees.

Based on District practice, it is the expectation that all students be able to pay the student fees. A fee payment procedure has been implemented to allow families to make periodic payments until the fees are paid in full. Only in extreme circumstances shall the current year's required student fees be waived with a recommendation of the Principal. The

District also has a long-standing practice of not charging student fees for foster children and students housed in a homeless facility.

The collection of all non-waived fees will continue to be aggressively reinforced to all schools and those fees that remain unpaid will be forwarded to Finance for more serious collection efforts.

District practice has been to consider the consumer price index (CPI) for the Chicago, Kenosha and Milwaukee urban area, and the District's overall costs to maintain facilities. In addition, the District has taken into consideration square footage and building amenities. On average, the proposed fees for building use on average increased 5%. Attachment B is a comparison of the prior four (4) year's building use fees to the proposed building use fees.

Administration is recommending a 3% increase to adult recreation fees for activities through the Recreation Center. No change is recommended for student fees for other activities organized by the Recreation Center. See Attachment C for a comparison indicating the recreation fees for the last six (6) years and the proposed fees for fiscal year 2012-2013.

At its July 10, 2012 meeting, the Budget, Audit and Finance Committee voted to forward the proposed schedule of fees for the 2012-2013 school year to the full board for consideration. It is also recommended that the student fee structure be reflected in the General Fund's revenue and expenditures for the 2012-2013 District Budget."

Ms. Stevens moved to approve the schedule of fees for the 2012-2013 school year and that the student fee schedule be reflected in the General Fund's revenue and expenditures for the 2012-2013 District budget. Mr. Nuzzo seconded the motion. Unanimously approved.

Mrs. Schmitz presented the 2012-13 Preliminary Budget submitted by Mr. Hamdan, Mrs. Schmitz, and Dr. Hancock, excerpts follow:

"At the February 14, 2012 joint Standing Committee meeting, the 2012-2013 initial budget assumptions and process was presented. That report outlined the rationale for Administration's initial revenue and expenditure additions or subtractions to the 2012-2013 budget. The budget assumptions including the proposed reductions were approved by the Board on February 28, 2012.

The Superintendent's Leadership Council and Budget Council have met on many occasions to review and evaluate the submitted budget assumptions and District contractual obligations. These discussions have become the basis of the budget assumption priorities that Administration is presenting to the Board for preliminary approval at the July regular meeting.

The presentation including a budget timeline, enrollment projections and assumptions used in developing the budget will be distributed to the District Board members and the District's Audit, Budget and Finance Committee in advance of the Board meeting. Additional copies of the presentation will be made available at the Board meeting.

The proposed 2012-2013 budget assumptions continue to support all of the current instructional programs of the district, taking into consideration the beliefs, parameters and objectives of the Transformation Design Plan. Budget development is a dynamic and continuous process until the Board formally adopts the budget on or before November 1st.

Administration will be incorporating these budget assumptions into the District's Preliminary 2012-2013 Budget to be presented at the Public Hearing on the Budget scheduled for September 12, 2012. As always, the budget is developed and implemented with the ultimate goal of meeting the needs of all the students in the District.

Administration requests that the Board of Education approve the preliminary 2012-2013 Budget Assumptions and that these assumptions be used in formulating the preliminary budget to be used at the Public Hearing on the Budget in September."

Mr. Nuzzo moved to approve the preliminary 2012-2013 budget assumptions and that the assumptions be used to formulate the preliminary budget to be presented at the public hearing on the budget in September. Mr. Gallo seconded. Unanimously approved.

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

Mrs. Coleman moved to approve the Donation to the District as presented. Mr. Nuzzo seconded the motion. Unanimously approved.

Mrs. Schmitz presented the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations as presented in the agenda.

Mr. Nuzzo moved to approve the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations as presented in the agenda. Mr. Gallo seconded the motion. Unanimously approved.

Meeting adjourned at 8:50 P.M.

Stacy Schroeder Busby  
School Board Secretary