



MONTHLY SCHOOL BOARD STANDING COMMITTEE MEETINGS

Educational Support Center
Board Meeting Room
3600-52nd Street
Kenosha, WI 53144

March 13, 2012

5:30 P.M. – Planning/Facilities/Equipment
6:10 P.M. – Audit/Budget/Finance
6:35 P.M. – Joint Audit/Budget/Finance &
Curriculum/Program
6:55 P.M. – Curriculum/Program
7:45 P.M. – Joint Personnel/Policy &
Curriculum/Program
8:30 P.M. – Personnel/Policy

Please Note: Committee meetings may start early
if preceding meeting adjourns early.

PLANNING/FACILITIES/EQUIPMENT – 5:30 P.M

- A) Approval of Minutes – December 6, 2011Page 1
- B) Proposed Middle School Boundary Change – Closing
 of McKinley Middle School Pages 2-9
- C) Kenosha County Easement – 60th Street Project Pages 10-19
- D) Kenosha County Wireless Network Easement Pages 20-47
- E) Information Items
 - 1) Major Maintenance Project Status Report Pages 48-50
 - 2) Utility Budget & Energy Savings Program Update Pages 51-53
- F) Future Agenda Items
- G) Adjournment

**AUDIT/BUDGET/FINANCE – 6:10 P.M. or Immediately Following Conclusion of
 Preceding Meeting**

- A) Approval of Minutes – January 10, 2012 and
 February 14, 2012 Pages 54-55
- B) Information Items
 - 1) 2012-2013 Budget Development Timeline..... Page 56
 - 2) Cash and Investment Quarterly Report..... Page 57
 - 3) Grants Summary Quarterly ReportPage 58-65
 - 4) Financial Dashboard Report Pages 66-67
 - 5) Monthly Financial Statements Pages 68-81
- C) Future Agenda Items
- D) Adjournment

JOINT AUDIT/BUDGET/FINANCE AND CURRICULUM/PROGRAM – 6:35 P.M. or Immediately Following Conclusion of Preceding Meeting

- A) Head Start Federal Grant Request for the 2012-2013
School Year Pages 82-85
- B) Request to Submit 21st Century Community Learning
Center (CLC) Program Grant Application for
2012-2013 SY Pages 86-90
- C) Adjournment of Joint Committee Meeting

CURRICULUM/PROGRAM – 6:55 P.M. or Immediately Following Conclusion of Preceding Committee Meeting

- A) Approval of Minutes – January 10, 2012 Page 91
- B) Information Items
- 1) Wisconsin Department of Health Services Youth
Tobacco Survey Pages 92-107
- 2) Update on Early Education Assessment Tool..... Pages 108-109
- 3) Opening the Door to the Common Core
- C) Future Agenda Items
- D) Adjournment

JOINT PERSONNEL/POLICY & CURRICULUM/PROGRAM – 7:45 P.M. or Immediately Following Conclusion of Preceding Meeting

- A) Approval of Minutes – January 10, 2012 Joint Committee
Meeting Page 110
- B) School Board Policies: Pages 111-143
- 6456 – Graduation Requirements (pgs. 111-118)
 - Recommended Policy - Service Animals in Schools (pgs. 119-128)
 - 6620 – Library Resources (pgs. 129-133)
 - 6460 – Testing Programs (pgs. 134-138)
 - 6461 – Parental Consent for Testing (pgs. 139-143)
 - 6462 – Non-Discrimination Testing/Assessment (pgs. 139-143)

JOINT PERSONNEL/POLICY & CURRICULUM/PROGRAM - Continued

C) Information Item

- 1) High School Update Pages 144-145
- 2) Teaching and Learning Handbook Informational Update ... Pages 146-154

D) Adjournment of Joint Committee Meeting

PERSONNEL/POLICY – 8:30 P.M. or Immediately Following Conclusion of Preceding Meeting

A) Approval of Minutes – January 10, 2011 Page 155

B) School Board Policies: Pages 156-169

- 4310 – Instructional Staffing – Removal (pgs. 156-160)
- 4320 – Individual Employee Contracts – Update (pgs. 161-163)
- 4340 – Substitute Personnel Employment – Removal (pgs. 164-166)
- 4350 – Instructional Staff Assignments and Transfers – Removal (pgs. 167-169)

C) Information Items

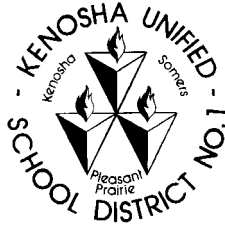
- 1) Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations..... Page 170
- 2) KUSD Protocols for Personnel Addressing Media

D) Future Agenda Items

E) Adjournment

<p>There may be a quorum of the board present at these Standing Committee meetings; however, under no circumstances will a board meeting be convened nor board action taken as part of the committee process. The three board members who have been appointed to each committee and the community advisors are the only voting members of the Standing Committees.</p>
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KENOSHA UNIFIED SCHOOL BOARD
PLANNING/FACILITIES/EQUIPMENT MEETING
Educational Support Center – Room 110
December 6, 2011
MINUTES

A meeting of the Kenosha Unified Planning/Facilities/Equipment Committee chaired by Mrs. Taube was called to order at 7:12 P.M. with the following Committee members present: Mr. Nuzzo, Ms. Bothe, Ms. Thomas, Mr. Coleman, and Mrs. Taube. Mr. Tenuta was also present. Mr. Bryan and Mr. Valeri were excused. Ms. Dahl, Ms. Kirkwood, and Ms. Huynh were absent.

Approval of Minutes of October 11, 2011 Meeting

Ms. Bothe moved to approve the minutes as contained in the agenda. Ms. Thomas seconded the motion. Unanimously approved.

Proposed Charter School Relocations

Mr. Patrick Finnemore, Director of Facilities, presented the Proposed Charter School Relocations which recommended a relocation of Harborside and Paideia to Reuther, a relocation of Brompton to Vernon, and a relocation of the Infant Lab and SAPAR program to Indian Trail.

Mr. Nuzzo moved to forward the Proposed Charter School Relocations to the full Board for consideration. Ms. Bothe seconded the motion. Motion carried. Ms. Thomas and Mr. Coleman dissenting.

Information Items

Due to time constraints, Information Items were not discussed and will be added to next month's agenda.

Future Agenda Items

No future agenda items were noted.

Meeting adjourned at 8:04 P.M.

Stacy Schroeder Busby
School Board Secretary

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012

**PROPOSED MIDDLE SCHOOL BOUNDARY CHANGE – CLOSING OF
McKINLEY MIDDLE SCHOOL**

Background:

The planned closing of McKinley Middle School at the end of the current school year, requires a change be made to the middle school boundaries in time for the 2012-13 school year. Board Policies 5320 and 5330 govern School Attendance Areas and Assignment of Students to Schools respectively. In order to provide McKinley Middle School parents and parents of current 5th graders in the McKinley Middle School boundary with information as quickly as possible, proposed boundaries were developed and communicated during the budget development process. Even though the new boundaries have been developed and communicated, they must be formally approved by the Board which begins with a review by the Planning, Facilities and Equipment Committee.

The McKinley boundary is surrounded by all five other boundary middle schools allowing for a boundary change that only affects students in the McKinley boundary. This was one of the contributing factors in the decision to close McKinley versus other schools. A number of factors were considered when determining the new boundaries, these factors included: proximity of students to the school, transportation costs, enrollment versus capacity at each school, minimizing the number of middle school splits for each of the elementary schools that feed into McKinley, socioeconomic diversity, amongst others. In addition, we continue to use the study area concept in determining boundaries which in part keeps students living in the same neighborhoods together using major roads or other geographical features as the school boundaries. In this case the new middle school boundaries are comprised of three of the major roads in Kenosha: 22nd Avenue, 39th Avenue and 60th Street.

Attachment 1 to this report shows the proposed new boundary for the students of McKinley Middle School. The students will be assigned to one of five schools:

- Bullen Middle School – depicted in green on the attachment, the Bullen boundary would include McKinley students who live west of 22nd Avenue, East of 39th Avenue and north of 60th Street.
- Lance Middle School – depicted in orange on the attachment, the Lance boundary would include McKinley students who live west of 39th Avenue and south of 60th Street.

- Lincoln Middle School – depicted in blue on the attachment, the Lincoln boundary would include McKinley students who live east of 39th Avenue and south of 60th Street.
- Mahone Middle School – depicted in yellow on the attachment, the Mahone boundary would include McKinley students who live west of 39th Avenue and north of 60th Street.
- Washington Middle School – depicted in pink on the attachment, the Washington boundary would include McKinley students who live east of 22nd Avenue.

The table below summarizes the projected increases and total enrollments at the five middle schools based on the current student enrollment at McKinley. It also provides the program capacities for each of the 5 schools.

School	Increase in Students	Projected Enrollment	Program Capacity
Bullen	88	918	1,042
Lance	189	1,101	1,290
Lincoln	222	883	1,190
Mahone	115	1,185	1,322
Washington	41	646	978

It also should be noted that the relocation of Harborside and Paideia to Reuther provides the opportunity to double the size of the middle school which will increase its middle school capacity by 75 students. In addition, the move of Brompton School to Jane Vernon Elementary allows Brompton to expand from a K-5 to a K-8 school which will provide additional middle school options for students. These two changes will have a positive impact on the projected enrollments of the five boundary middle schools.

As mentioned earlier, one of the factors considered was the number of splits that each of the elementary schools that currently feed into McKinley as one of their middle schools had. It was our goal to not split any elementary school more than it currently is and reduce the number of splits where possible. Attachment 2 shows the proposed middle school boundaries outlined over the existing elementary school boundaries. The table on the next page summarizes this information showing each of the seven elementary schools that feed all or in part to McKinley and what other middle schools they currently feed into and what middle schools they will feed into next school year.

Elementary School	Current Middle Schools	Proposed Middle Schools	Comparison
Brass Community	Lincoln McKinley	Lincoln	Improved
EBSOLA	Bullen McKinley Washington	Bullen Washington	Improved
Forest Park	McKinley	Lance	Same
Frank	Lincoln McKinley Washington	Lincoln Washington	Improved
McKinley	Bullen McKinley	Bullen Lincoln	Same
Roosevelt	Lance McKinley	Lance Lincoln	Same
Strange	Mahone McKinley	Mahone	Improved

Attachment 3 provides a quick look at what students would be provided transportation to their new middle schools. About 371 students out of the approximately 656 students would be required to receive some type of transportation to their new school. Many students would be given City bus passes for this transportation and we would not expect this to add any additional cost with the bus pass agreement we currently have with the City of Kenosha. The remaining students who do not qualify for transportation would be required to walk or have their parents provide their transportation. We have highlighted with the City where the students would be coming from and what forms of routes both City main line and shuttle routes would be affected, and have asked them to redeploy the two shuttle buses that currently service McKinley.

Washington students from McKinley would have 3 main route options for them. Lincoln students from McKinley would be able to use 1 main route option. Bullen students from McKinley would use one of the city shuttle routes that is currently servicing McKinley. Mahone students from McKinley would be able to use a combination of 2 main routes and a City shuttle that is currently servicing McKinley. Lance students from McKinley are the only students whose transportation may result in a slight cost to the district. We are looking to provide some type of shuttle stop arrangement for these students. If we use a yellow school bus for this shuttle the cost would be about \$7,848 for the year. We are still waiting to see what the City cost for this would be. This additional cost however will be absorbed by the transportation budget through reductions in other areas.

Although we do not have to adopt any changes for the coming year, we may want to consider some changes to the high school boundaries prior to the 2013-14 school year as a result of the McKinley closure. Attachment 4 shows the high school boundaries outlined over the new middle school boundaries. We have highlighted a couple of areas

that we may want to consider moving from Indian Trail to Bradford to continue to have all of the Bullen and Washington boundaries within the Bradford boundary after the middle school boundary change is made. It is recommended that we hold off on the high school boundary adjustment until later in the year just in case there are any other boundary adjustments that are identified for the 2013-14 school year.

As one might expect, not everyone is happy with the proposed boundary changes whether it be a preference for a different school, living a few blocks closer to one school than another, or something related to an elementary or high school boundary. Because the proposed boundaries were not announced until a meeting at the school on February 6th, the deadline for parent initiated transfer requests was extended from January 21st to February 24th. The schools will work with those families and evaluate whether a school transfer is possible based on available space.

Administration Recommendation:

Administration recommends the Planning, Facilities and Equipment Committee forward this report on to the full Board for their consideration.

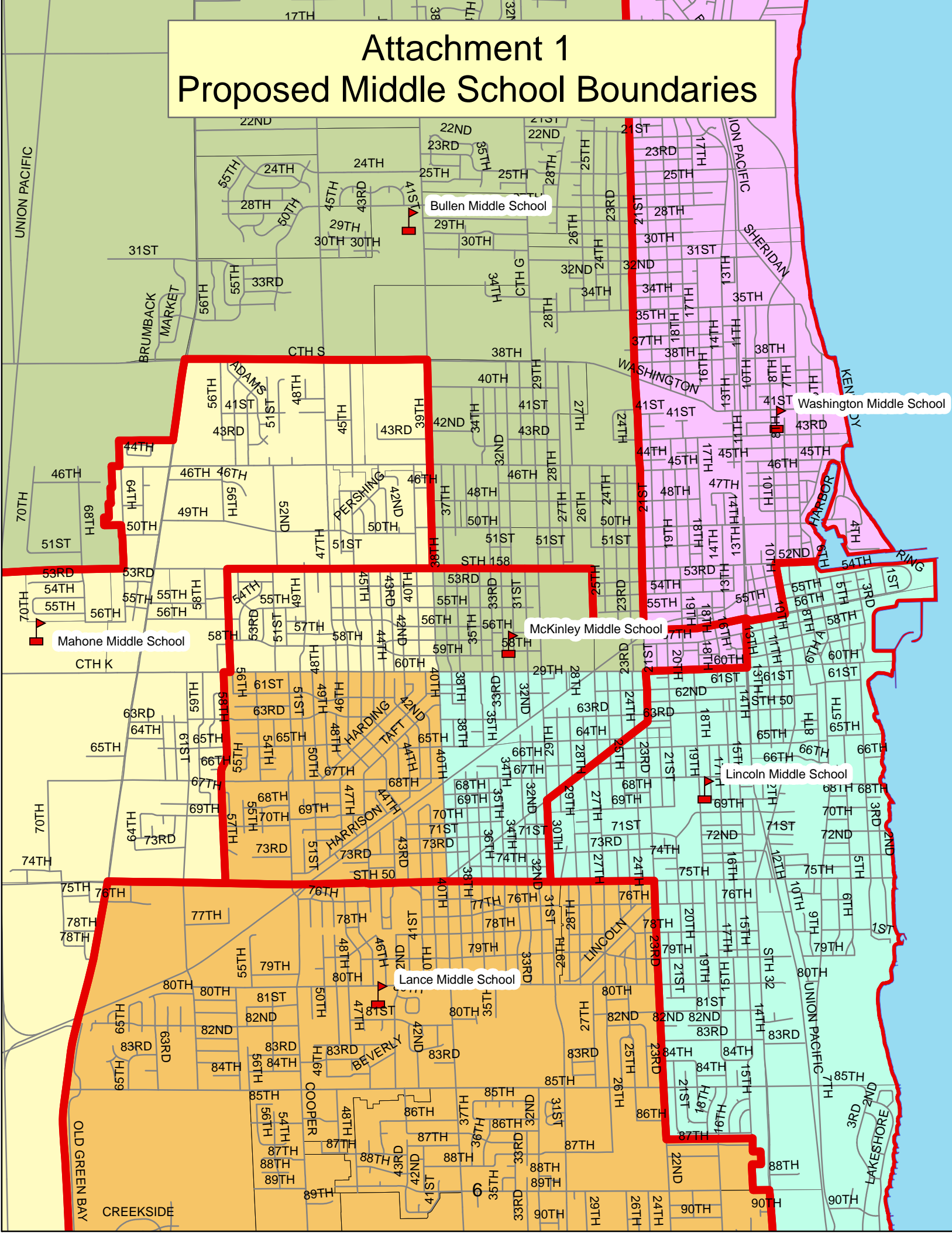
Dr. Michele Hancock
Superintendent of Schools

Mr. Daniel Tenuta
Executive Director of School Leadership

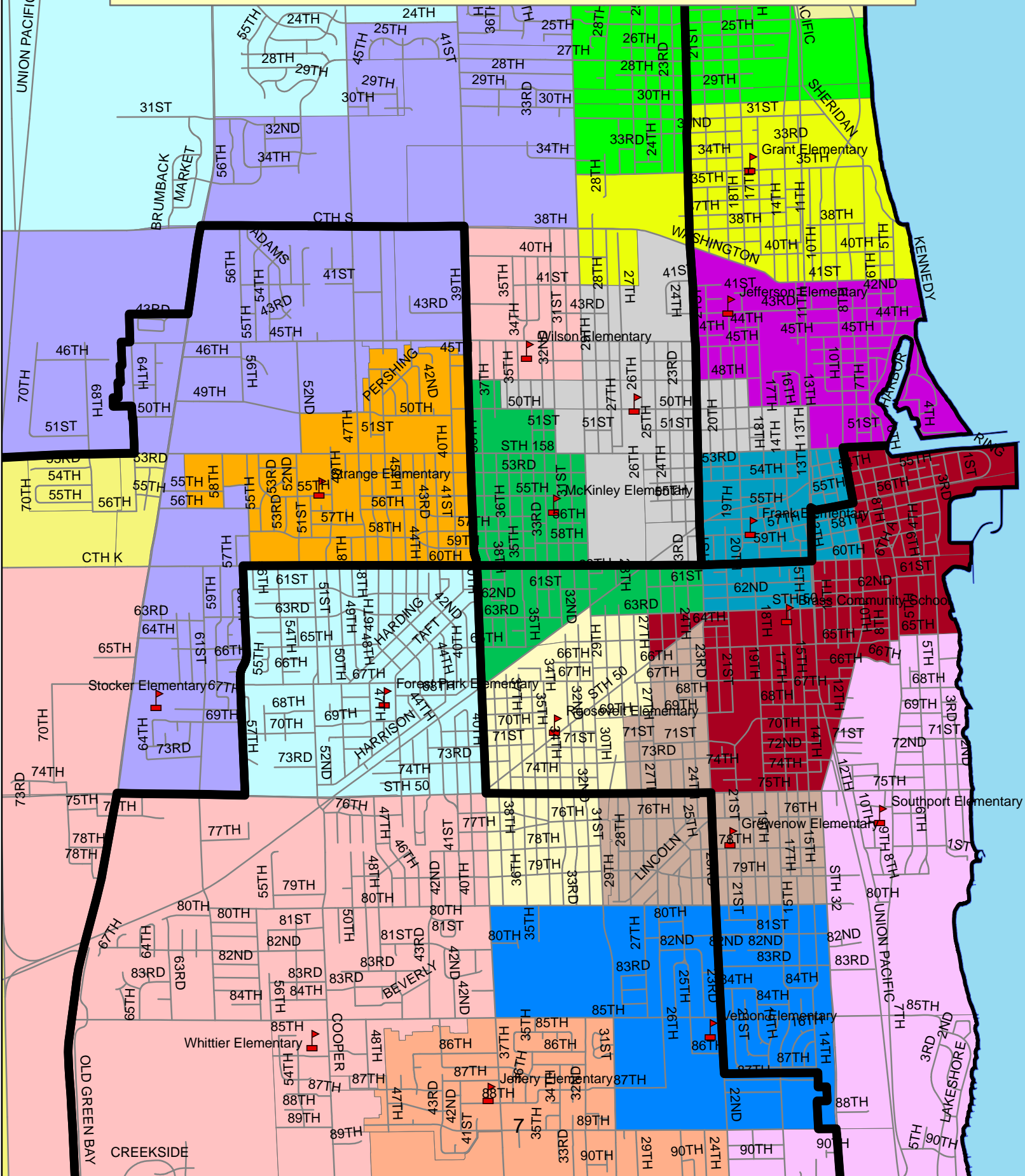
Mr. Patrick M. Finnemore, P.E.
Director of Facilities

Attachment 1

Proposed Middle School Boundaries

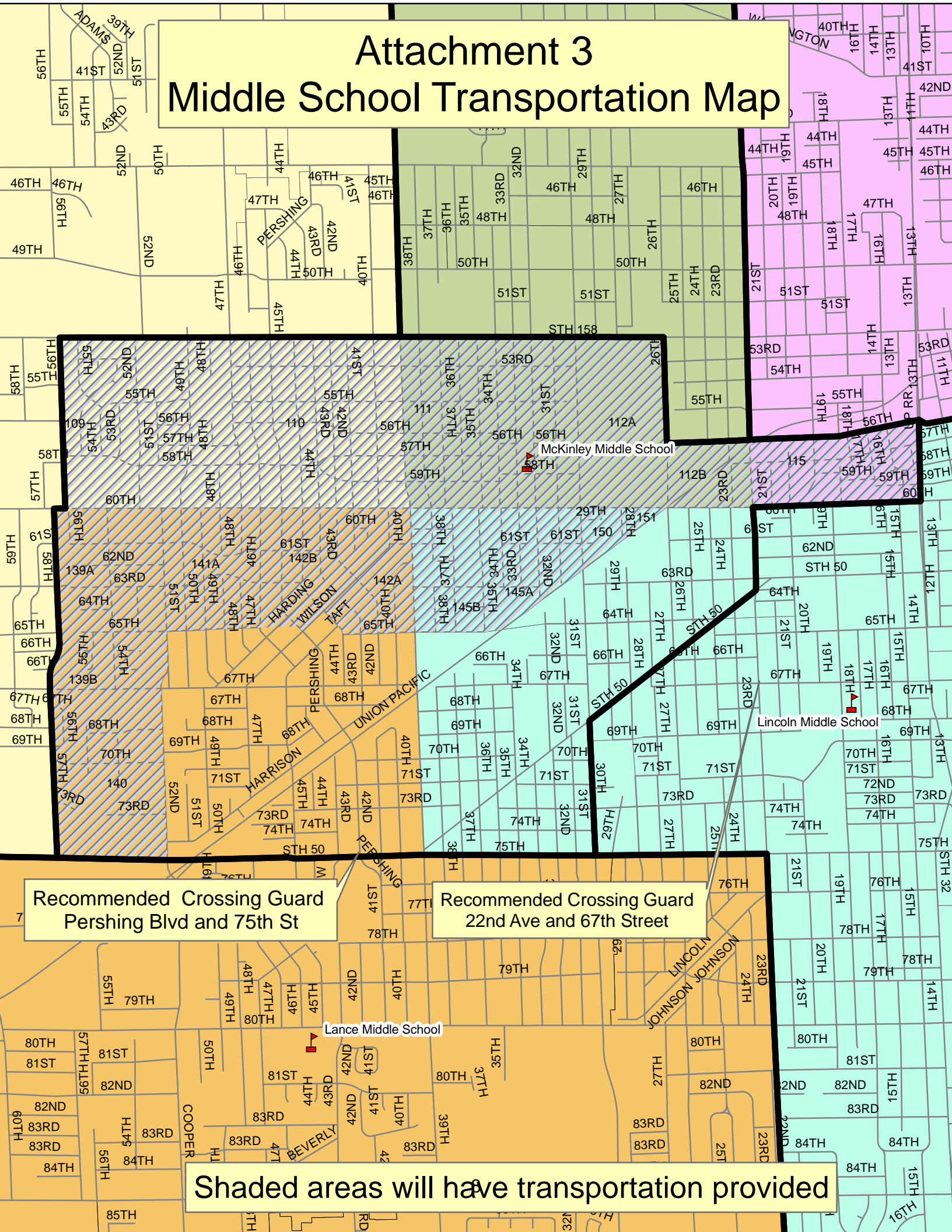


Attachment 2
Proposed Middle School Boundaries Outlined
Over Existing Elementary



Attachment 3

Middle School Transportation Map



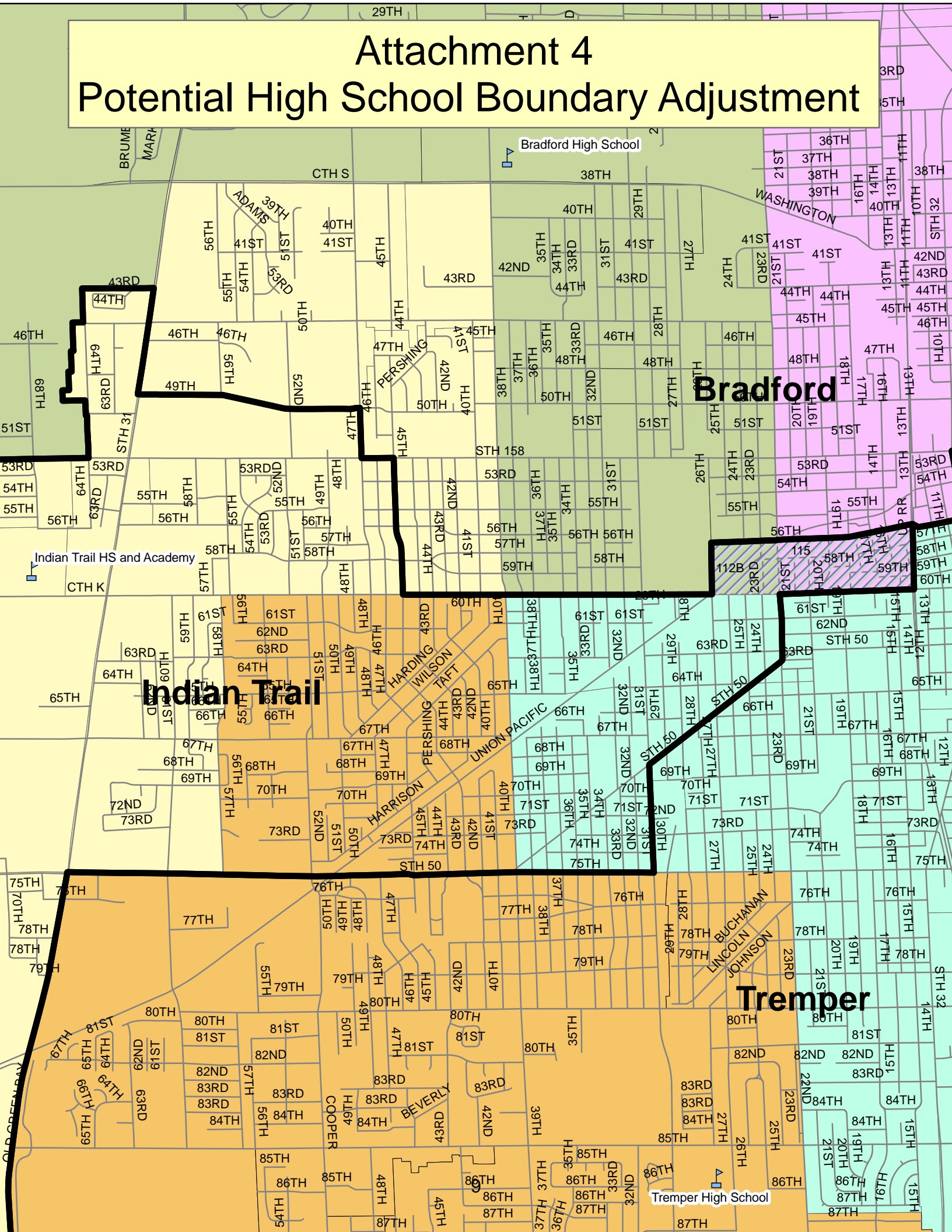
Recommended Crossing Guard
Pershing Blvd and 75th St

Recommended Crossing Guard
22nd Ave and 67th Street

Shaded areas will have transportation provided

Attachment 4

Potential High School Boundary Adjustment



KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 13, 2012

KENOSHA COUNTY EASEMENT – 60th STREET PROJECT

Background:

Kenosha County has requested School Board approval of both a Permanent Limited Easement and a Temporary Limited Easement associated with the widening of 60th Street scheduled for this summer. The Permanent Limited Easement is associated with 0.21 acres of the KUSD property that houses Indian Trail High School and Academy and Mahone Middle School, and the Temporary Limited Easement is associated with 10.4 acres on the same property.

The Permanent Limited Easement is for land that will house the controls and transformer for the permanent traffic signal that the County will be installing to replace the temporary signal at the intersection of our school entrance and 60th Street, and for the land that a permanent storm water drainage pipe will be installed to handle water runoff from 60th Street to the retention basin on the west end of our property. The Temporary Limited Easement is for land along 60th Street that will be disturbed during the widening project and for the retention pond which a portion of will be dredged one foot deeper to support the additional storm water runoff from the widened street. Attachment 1 to this report is a series of three drawings which depict the areas covered by the easements. Attachment 2 to this report is a copy of the easement document which covers both the Permanent and Temporary Limited Easements.

Kenosha County has proposed the following financial terms for the easement:

- Permanent Limited Easement: \$700
- Temporary Limited Easement: \$15,600
- Total: \$16,300

The financial terms were developed as part of a three-step process. The first step was an appraisal of the property affected by the easement performed by a consultant for Kenosha County; that appraisal estimated the total value at \$9,300. Wisconsin Statutes allow landowners to obtain a second appraisal from a qualified appraiser of their choice and be reimbursed by the County for that second appraisal. KUSD and some of the other property owners opted to have a second appraisal performed in order to ensure a fair price for the value of the property. That second appraisal performed by Pitts Brothers estimated the value at \$28,000. The third step in the process was the development of a compromise between the two appraisals. That compromise includes the amount listed above along with other considerations including the County finishing the bike path on the west end of the KUSD property and recognition of the fact that the County is funding the cost to make the temporary traffic signal at our entrance and 60th Street a permanent signal.

This item minus the financial terms was brought to the School Board at their February 28, 2012 meeting to obtain approval to hold a Special Meeting of Electors in March. The next step in the timeline would be to have the Special Meeting of Electors on March 27, 2012 followed by a regular School Board meeting for consideration of final approval later that evening. This timeline is consistent with Kenosha County's construction project schedule for the widening of 60th Street.

Administration Recommendation:

Administration recommends the Planning, Facilities and Equipment Committee forward this report on to the full Board for their consideration.

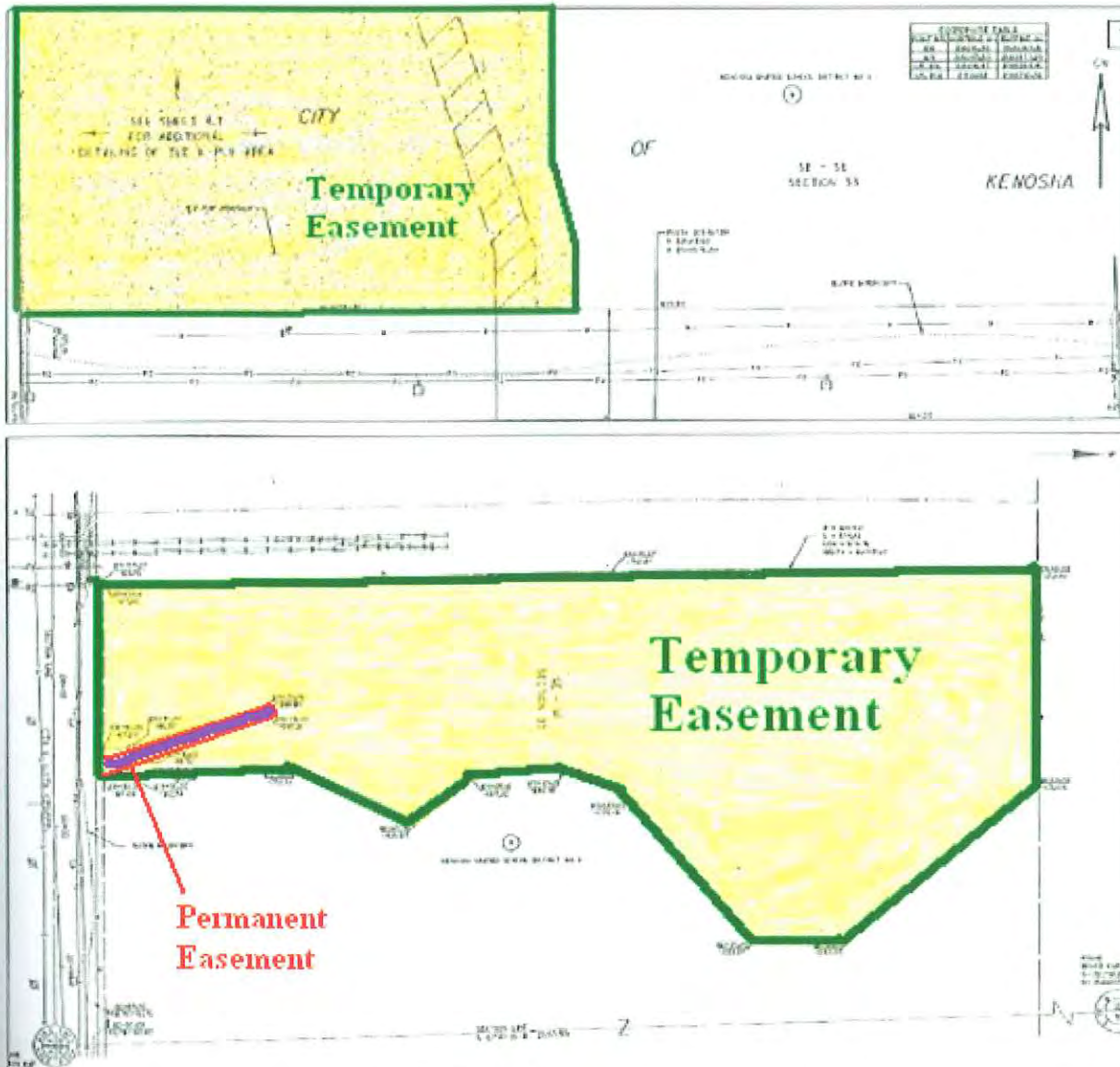
Dr. Michele Hancock
Superintendent of Schools

Ms. Sheronda Glass
Assistant Superintendent of
Business Services

Patrick Finnemore, P.E.
Director of Facilities

recognize that devaluation logically must occur with a restriction in rights even though market does not appear to place an absolute dollar amount on the easements.

Plat of Permanent Easement & Temporary Limited Easement



The area outlined in **green** and colored in **yellow** is the temporary limited easement area. The area outlined in **red** and colored in **purple** is the Permanent Easement area.

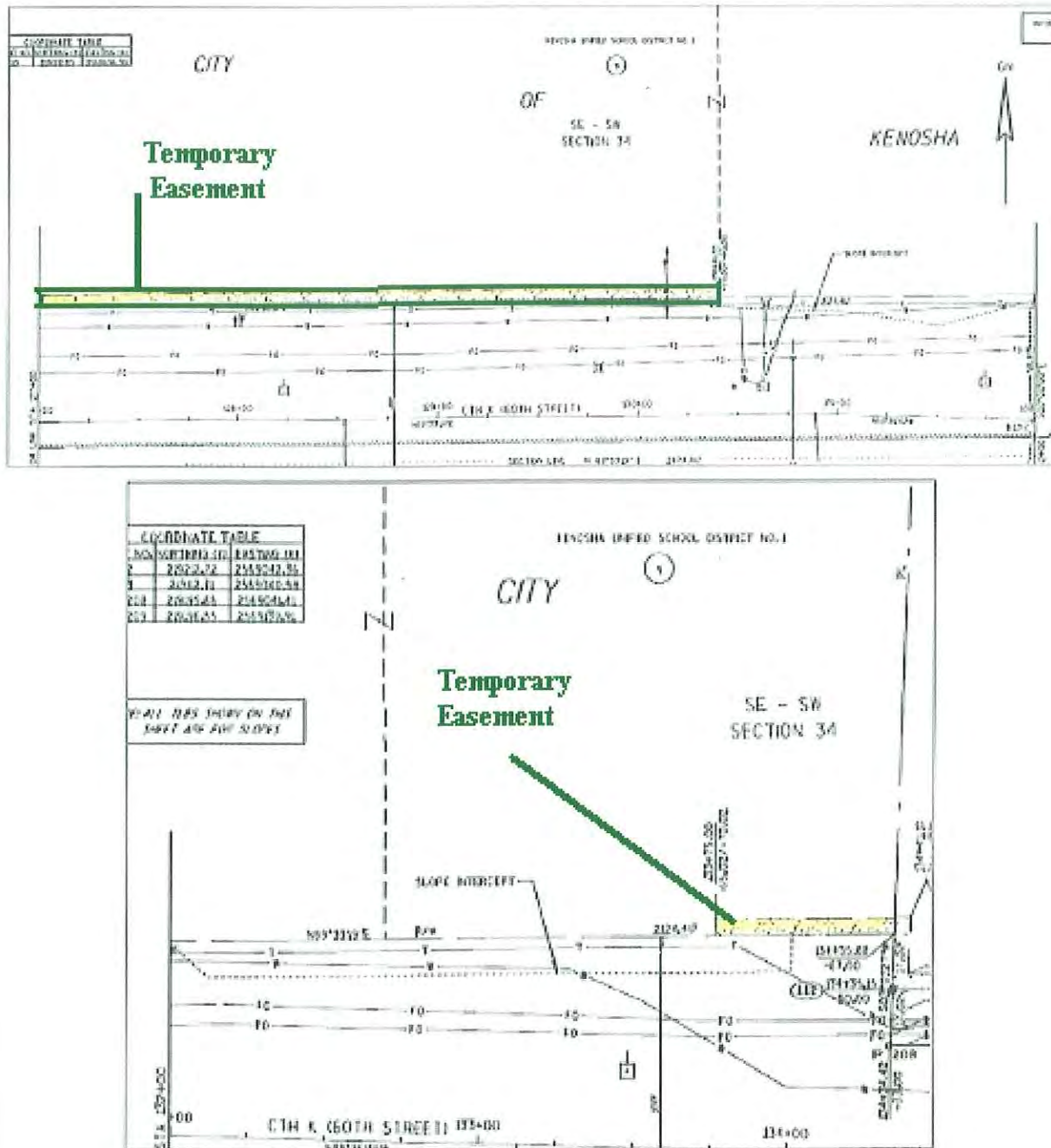
Southeastern Wisconsin's Premier Real Estate Appraisers, Brokers, & Consultants
6309 - 60th Street - Suite 100- Kenosha, Wisconsin 53144 • Phone: 262-654-4900 • Email: marty@pittsbros.com

Project - No. 3728- 03-03

Kenosha Unified School District No.1 - Parcel No. 9



Continued - Plat of Permanent Easement & Temporary Limited Easement



The area outlined in **green** and colored in **yellow** is the temporary limited easement area.

Southeastern Wisconsin's Premier Real Estate Appraisers, Brokers, & Consultants
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Project - No. 3728- 03-03

Kenosha Unified School District No.1 - Parcel No. 9

PERMANENT LIMITED EASEMENT

Exempt from fee: s.77.25(2r) Wis. Stats.
LPA1552 08/2011 (Replaces LPA3043) Ch. 84 Wis. Stats.

THIS EASEMENT, made by Kenosha Unified School District No. 1, GRANTOR, conveys a permanent limited easement as described below to the Kenosha County, GRANTEE, for the sum of Nine Thousand Three Hundred and 00/100 dollars (\$9,300.00) for the purpose of: Traffic Signal.

Any person named in this conveyance may make an appeal from the amount of compensation within six months after the date of recording of this conveyance as set forth in s.32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the conveyance shall be treated as the award, and the date the conveyance is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property: None

Legal description:

LEGAL DESCRIPTION IS ATTACHED HERETO AND MADE A PART HEREOF BY REFERENCE.

This space is reserved for recording data	
Return to	Single Source, Inc. Attn: Marc McSorley 1250 South Sunny Slope Road Brookfield, Wisconsin 53005
Parcel Identification Number/Tax Key Number	08-222-34-370-033

Signature _____ Date _____

Kenosha Unified School District No. 1
Print Name _____

Signature _____ Date _____

Print Name _____

Signature _____ Date _____

Print Name _____

Signature _____ Date _____

Print Name _____

_____ Date _____

State of Wisconsin)
County) ss.

On the above date, this instrument was acknowledged before me by the named person(s).

Signature, Notary Public, State of Wisconsin _____

Print Name, Notary Public, State of Wisconsin _____

_____ Date Commission Expires _____

A Permanent Limited Easement for the right to construct and maintain a drainage facility, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary to desirable, but without prejudice to the owner's right to make or construct improvements on said lands or to flatten the slopes, providing said activities will not impair or otherwise adversely affect the highway facilities within the right of way, in and to the following tract of land in Kenosha County, State of Wisconsin, described as:

Commencing at the Southeast corner of Section 33;
Thence S89°33'31"W along the South Line of the SE 1/4 of Section 33, 422.57 feet;
Thence N00°26'59"W, 67.00 feet to the North Right of Way of County Trunk Highway K also being the POINT OF BEGINNING;
Thence continuing N00°26'29"W, 29.49 feet;
Thence N17°38'25"W, 201.37 feet;
Thence N71°10'55"E, 20.00 feet;
Thence S17°38'25"E, 204.80 feet;
Thence S00°26'29"E, 32.51 feet to the North Right of Way of County Trunk Highway K;
Thence S89°33'31"W along the north Right of Way of County Trunk Highway K, 20.00 feet to the POINT OF BEGINNING.

Also

Commencing at the Southwest corner of Section 34;
Thence N89°33'19"E along the South Line of the SW 1/4 of Section 34, 685.22 feet;
Thence N00°26'41"W, 67.00 feet to the North Right of Way of Way of County Trunk Highway K, also being the POINT OF BEGINNING;
Thence continuing N00°26'41"W, 40.00 feet;
Thence N89°33'19"E, 112.00 feet;
Thence S00°26'41"E, 40.00 feet to the North Right of Way of Way of County Trunk Highway K;
Thence S89°33'19"W along the North Right of Way of County Trunk Highway K, 112.00 feet to the POINT OF BEGINNING;

Located in part of the of the SE 1/4 of Section 33 and the SW 1/4 of Section 34, T02N, R22E, City of Kenosha, Kenosha County, Wisconsin.

Said parcel contains 0.21 acres, more or less.

Also a Temporary Limited Easement for the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable, in and to the following tract of land in Kenosha County, State of Wisconsin, described as:

Commencing at the Southeast corner of Section 33;

Thence S89°33'31"W along the South line of the SE1/4 of Section 33, 422.57 feet;

Thence N00°26'29"W, 67.00 feet to the North Right of Way of County Trunk Highway K also being the POINT OF BEGINNING;

Thence S89°33'31"W along the North Right of Way of County Trunk Highway K, 234.89 feet to the East Right of Way of the Union Pacific Railroad.

Thence N01°10'48"W, along the East Right of Way of the Union Pacific Railroad, 685.29 feet to the beginning of a curve to the right.

Thence along the East Right of Way of the Union Pacific Railroad being a curve to the right having a radius of 11409.17 feet, a chord distance of 574.76 feet bearing N00°19'53"E, thence along the arc of the curve 574.82 feet to the North Line of the SE1/4 of the SE1/4 of Section 33;

Thence N89°35'24"E along the North Line of the SE1/4 of the SE1/4 of Section 33, 300.00 feet;

Thence S40°59'13"E, 337.43 feet;

Thence S00°00'00"E, 129.39 feet;

Thence S°50'01'59"W, 259.04 feet;

Thence S28°25'34"W, 102.40 feet;

Thence S07°51'33"E, 123.66 feet;

Thence S39°19'29"E, 98.29 feet;

Thence S27°14'44"W, 174.70 feet;

Thence S00°00'00"E, 191.78 feet;

Thence S17°38'25"E, 40.10 feet;

Thence S00°26'29"E, 35.54 feet to the North Right of Way of County Trunk Highway K;

Thence S89°33'31"W along the North Right of Way of County Trunk Highway K, 20.00 feet;

Thence N00°26'29"W, 32.51 feet;

Thence N17°38'25"W, 204.80 feet;

Thence S71°10'55"W, 20.00 feet;

Thence S17°38'25"E, 201.37 feet;

Thence S00°26'29"E, 29.49 feet to the North Right of Way of County Trunk Highway K, also being the POINT OF BEGINNING.

Located in part of the SE1/4 of the SE1/4 of Section 33, T02N, R22E, City of Kenosha, Kenosha County, Wisconsin.

Also

Commencing at the Southeast corner of Section 33;

Thence N01°47'19"W along the East Line of the SE1/4, 67.02 feet to the North Right of Way of County Trunk Highway K;

Thence S89°33'31"W, along the North Right of Way of County Trunk Highway K 23.14 feet to the POINT OF BEGINNING;

Thence S89°33'31"W, along the North Right of Way of County Trunk Highway K, 26.02 feet;

Thence N02°26'29"W, 5.00 feet;

Thence N89°33'31"E, 26.02 feet;

Thence S02°26'29"E, 5.00 feet to the POINT OF BEGINNING.

Located in part of the SE1/4 of the SE1/4 of Section 33, T02N, R22E, City of Kenosha, Kenosha County, Wisconsin.

Also

Commencing at the Southwest corner of Section 34;

Thence N89°33'19"E along the South Line of the SW 1/4 of Section 34, 797.22 feet;

Thence N00°26'41"W, 67.00 feet to the North Right of Way of County Trunk Highway K, also being the POINT OF BEGINNING;

Thence continuing N00°26'41"W, 25.00 feet;

Thence N89°33'19"E, 140.00 feet;

Thence S00°26'41"E, 20.00;

Thence N89°33'19"E, 791.33 feet;

Thence S00°26'41"E, 5.00 feet to the North Right of Way of County Trunk Highway K;

Thence S89°33'19"W along the North Right of Way of County Trunk Highway K, 931.33 feet to the POINT OF BEGINNING;

Located in part of the SW1/4 Section 34, T02N, R22E, City of Kenosha, Kenosha County, Wisconsin.

Also

Commencing at the South quarter corner of Section 34;

Thence S89°33'19"W along the South Line of the SW 1/4 of Section 34, 554.40 feet;

Thence N02°01'27"E, 67.06 feet to the North Right of Way of County Trunk Highway K, also being the POINT OF BEGINNING;

Thence S89°33'19"W along the North Right of Way of County Trunk Highway K, 58.57 feet;

Thence N01°31'15"E, 5.00 feet;

Thence N89°33'19"E, 58.62 feet;

Thence $S02^{\circ}01'27''W$, 5.00 feet to the North Right of Way of County Trunk Highway K, also being the POINT OF BEGINNING;

Located in part of the SW1/4 Section 34, T02N, R22E, City of Kenosha, Kenosha County, Wisconsin.

Said parcels contain 10.40 acres, more or less.

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 13, 2012

KENOSHA COUNTY WIRELESS NETWORK EASEMENT

Background:

In February of 2011, Kenosha County requested School Board approval of a series of five easements to install antenna relay units on the roofs of five KUSD schools to support an initiative to provide broadband communication ability for emergency services. The five schools were: Grant Elementary School, Washington Middle School, Edward Bain School of Language and Art, Jefferson Elementary School, and Columbus Elementary School. The School Board approved this request at its March 22, 2011 meeting, and the units were installed shortly thereafter. Since that time, the unit at Columbus Elementary was removed in conjunction with the sale of the building.

On January 26, 2012, the County requested that antenna relay units be installed at seven additional KUSD buildings. The attachment to this report contains a letter from Bernard Vash of the County that makes the request and also provides various documents that explain the project in detail including the draft easements. The seven additional buildings that would be used are:

- Lincoln Middle School
- McKinley Middle School
- Educational Support Center
- Bose Elementary School
- Jeffery Elementary School
- Roosevelt Elementary School
- Whittier Elementary School

The impact on the seven buildings is negligible as the antennas are fairly small and provide no interference to anything in our facilities. In addition, we have not had any problems in the buildings that the units were installed last year. The request was reviewed by KUSD Facilities and Information Systems staff members along with our legal counsel and everything was found to be acceptable as the easements are identical to those previously approved. During the process, we did make the County aware of the planned closure of McKinley Middle School, but similar to Columbus last year, they would still like to install the unit even if it is in place for a relatively short period of time.

Administration Recommendation:

Administration recommends the Planning, Facilities and Equipment Committee forward this report on to the full Board for their consideration.

Dr. Michele Hancock
Superintendent of Schools

Patrick M. Finnemore, P.E.
Director of Facilities

John E. Setter, AIA
Project Architect



COUNTY OF KENOSHA

Frank Volpintesta
Corporation Counsel

Bernard R. Vash
First Assistant Corporation Counsel

Courthouse, 912 – 56th Street
Kenosha, WI 53140-3747
Phone : (262) 925-8020
Fax: : (262) 925-8028

January 26, 2012

Kenosha Unified School District No. 1
3600 – 52nd Street
Kenosha, WI 53144

RE: Public Safety Communications Network Relay Stations at District Schools

Dear Hon. Members of the School Board:

This letter is to request assistance in the location of a second set of small antenna/relay units to provide public emergency services the broadband communications ability for the sheriff's department, fire department, ambulance, emergency dispatch and police services. Attached please find Dr. Kenneth J. Schlager's letter of January 19, 2012 which better explains the development plan and the request.

After the Kenosha Unified School Board granted the first set of easements last year, the antenna/relay units were installed. They are working very well. Thank you for your support in this important project.

Mr. John Setter, Project Engineer, has requested easement papers for the new locations at the schools involved. I have prepared the enclosed easements, written with the language agreed upon with KUSD last year, for each location.

On behalf of the Kenosha Community's emergency response agencies mentioned above, I would request your favorable consideration of this request.

Sincerely,


Bernard R. Vash

Cc:

Mr. Martin Lacock, Director of Kenosha County Information Technology Division
Dr. Kenneth Schlager, HierComm, Inc.
Mr. John E. Setter, AIA, Facilities Division Project Engineer –w/encl.
Kenosha County Executive Jim Kreuser

HierComm, Inc.
W233 N2080 Ridgeway Parkway
Waukesha, Wisconsin 53188-1020
Phone: (262)347-3096
Fax: (262)347-3290
E-mail: ken.schlager@hiercomm.com

To: John Setter
Project Engineer
Facilities Division
Kenosha Unified School District
Kenosha, Wisconsin

Subject: Additional Public Safety Communications Network Relay Stations at District Schools

Date: January 19, 2012

Background

HierComm, Inc. has been contracted by Kenosha County to develop, install and maintain a 4.9/5.8 GHz broadband wireless public safety communications system for all of Kenosha County. This new system will provide high speed data and real-time video communications for county and municipal law enforcement, fire fighting and emergency medical service agencies throughout the County. The initial contract was awarded to HierComm in August, 2010 for a Phase I program area that includes a major part of the City of Kenosha out across I-94 to the Village of Bristol. The Phase I network infrastructure consists of three antenna towers: one at the Gateway Technical College, one at the County Safety Building and one east of the County Center in the Village of Bristol. Tower network coverage is supplemented by six relay stations, all in the City of Kenosha. These relay stations will assist the antenna towers in supporting near universal radio coverage throughout the County.

In July 15, 2011, HierComm received a follow-on Phase II/III contract to complete the deployment of the 4.9/5.8 GHz public safety communications network throughout Kenosha County. As part of that network expansion, additional relay stations are required at KUSD school sites. The school sites and their installation and maintenance procedures are described in the sections that follow.

Additional Relay Station Schools

The following additional seven schools have been tentatively selected as relay station sites:

1. Lincoln Middle
2. McKinley Middle
3. Educational Support Center

4. Bose
5. Jeffrey
6. Roosevelt
7. Whittier (in Pleasant Prairie)

Installation and Maintenance of Public Safety Relay Stations

A drawing and photograph of the relay station antenna package is attached to this memorandum. This compact 24.5 by 11.5 by 2.2 inches unit consists of two small antennas connected to a transceiver/router electronic module. This antenna package is linked to a backup power module near the power source with a CAT5 coaxial cable with POE capabilities. The power module box is 11.0 by 8.5 by 3.5 inches in size and contains the backup battery and a POE injector unit.

HierComm will install and maintain the relay station at no cost to the school district. The Company requests only guidance on acceptable relay station locations and on the best path to the power source. Power needs are minimal with an average power consumption of only 10 watts.

HierComm, Inc. and Kenosha County sincerely appreciate the cooperation of the Kenosha Unified School District in the deployment of this important new broadband communications network for all the people of Kenosha County.

Respectfully,

5/

Kenneth J. Schlager, PhD, PE
President

Document Number

EASEMENT
Communications Antenna & Relay Unit

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 - 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

1. **Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.

2. **Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.

3. **Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.

4. **Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: KENOSHA UNIFIED SCHOOL DISTRICT NO.1

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named

_____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 - 56TH Street
Kenosha, WI 53140

09-222-36-378-001

(Parcel Identification Number)

McKINLEY MIDDLE SCHOOL

Exhibit A.

Description of Easement Area

Page 1 of 2 pages

McKinley Middle School of Kenosha Unified School District No. 1 at 5710 – 32nd Avenue, Kenosha, WI (the "School"); bearing Parcel No. 09-222-36-378-001 and more particularly described as:

That portion of a structure known as McKinley Middle School located on the following described lands: Lots 1 through 17 and lots 39 through 55 Lawndale subdivision also including lots 120 through 126 and 75 through 81 in Hollywood subdivision; in addition vacated 56th Street being North of lots 8 and 48 in Lawndale subdivision, South of lots 7 and 49 in Lawndale subdivision, East of the East line of 33rd Avenue, and West of the West line of 32nd Avenue; also vacated alleys lying East of the East line of 33rd Avenue, West of the West line of 32nd Avenue, North of the North line of 58th Street, and South of the North line of Lawndale subdivision; said lands being in the Southwest ¼ of Section 36, Town 2 North, Range 22 East of the Fourth Principle Meridian; said lands being in the City of Kenosha, County of Kenosha and State of Wisconsin

At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 2. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See attached Page 2 containing the Site Plan)

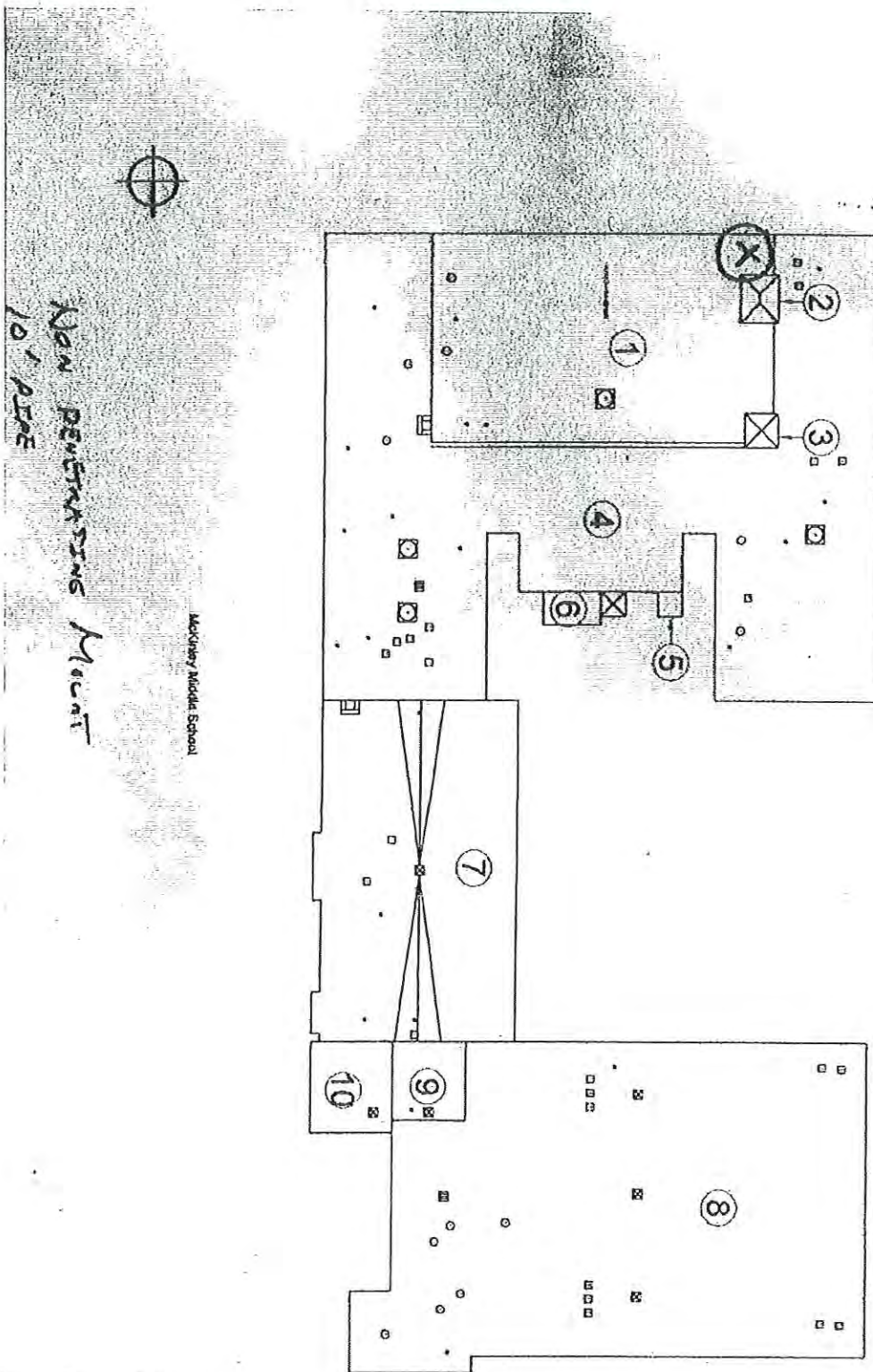


Exhibit A., Page 2 of 2,
Site Plan of McKinley Elementary School

EASEMENT
Communications Antenna & Relay Unit

Document Number _____

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 – 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

1. **Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.
2. **Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.
3. **Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.
4. **Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: **KENOSHA UNIFIED SCHOOL DISTRICT NO.1**

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named _____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 – 56TH Street
Kenosha, WI 53140

09-222-36-254-004
(Parcel Identification Number)

ESC

Exhibit A.

Description of Easement Area

Page 1 of 2 pages

Educational Support Center, 3600 - 52nd Street, Kenosha WI 53144 – Parcel # 09-222-36-254-004

That portion of a structure known as the Educational Support Center on the following described lands:

Part of the Northwest ¼ of Section 36, Town 2 North, Range 22 East of the Fourth Principle Meridian, described as follows; Beginning at the Northeast corner of 52nd Street and 38th Avenue; thence North 0 degrees 10 minutes 30 seconds East along the East line of 38th Avenue 486.56 feet, thence South 88 degrees 13 minutes East 631.52 feet; thence South 0 degrees 10 minutes 30 seconds West 486.56 feet to the North line of 52nd Street; thence North 88 degrees 13 minutes West along the North line of 52nd Street 631.52 feet to the point of beginning, lying and being in the City of Kenosha, County of Kenosha and State of Wisconsin

At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 2. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See Exhibit A attached Page 2 containing the Site Plan)

EXISTING TOWER

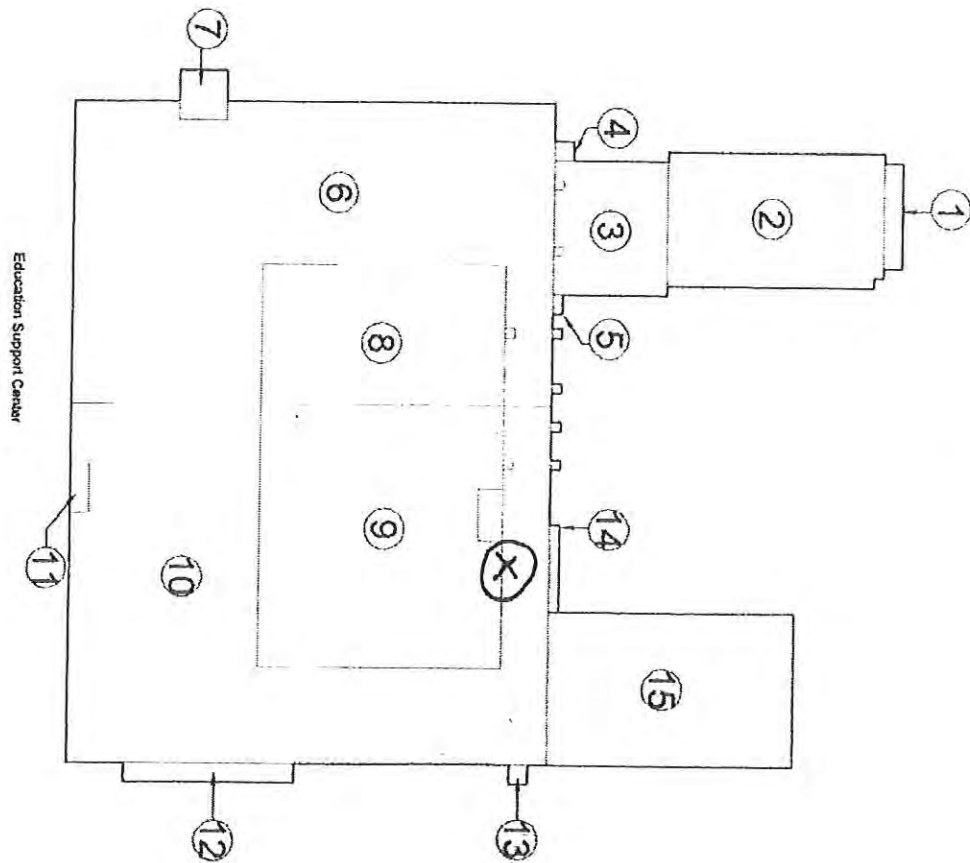


Exhibit A., Page 2 of 2,
Site Plan of Educational Support Center

Document Number

EASEMENT
Communications Antenna & Relay Unit

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 - 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 - 56TH Street
Kenosha, WI 53140

10-223-18-251-001
(Parcel Identification Number)

BOSTE

1. **Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.
2. **Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.
3. **Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.
4. **Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: KENOSHA UNIFIED SCHOOL DISTRICT NO.1

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named _____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

Exhibit A.

Description of Easement Area

Page 1 of 2 pages

Bose Elementary School, 1900 15th Street, Kenosha, WI 53140 – Parcel # 10-223-18-251-001

That portion of a structure known as Bose School located on the following described lands: Part of the Northwest $\frac{1}{4}$ of Section 18, Township 2 North, Range 23 East of the Fourth Principle Meridian, lying and being in the City of Kenosha, County of Kenosha and State of Wisconsin being more particularly described as : Commencing on the South line of said $\frac{1}{4}$ Section at a point 660 feet East from the Southwest corner of said $\frac{1}{4}$ Section; thence North parallel to the West line of said $\frac{1}{4}$ section 955.02 feet; thence East parallel to the South line of said $\frac{1}{4}$ section 510 feet; thence South parallel to the West line of said $\frac{1}{4}$ Section 955.02 feet to the South line of said Quarter Section; thence West along the South line 510 feet to the point of beginning, containing 11.18 acres more or less. Reserving therefrom the entire 30 feet on the East, West, and North sides and 40 feet on the South side of property for public highway purposes. Also excepting right of way known as 18th Avenue.

At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 2. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See Exhibit A attached Page 2 containing the Site Plan)



TREPO Mount

Bose Elementary School

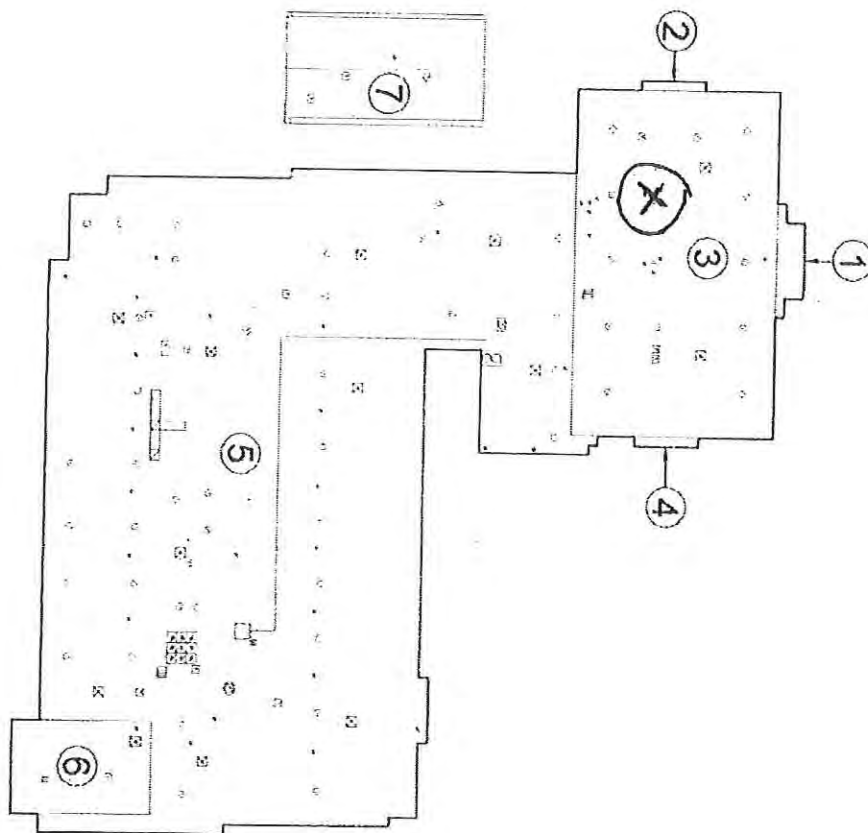


Exhibit A., Page 2 of 2,
Site Plan of Bose Elementary School

Document Number

EASEMENT
Communications Antenna & Relay Unit

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 - 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 - 56TH Street
Kenosha, WI 53140

04-122-14-180-001

(Parcel Identification Number)

JEFFERY

- 1. Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.
- 2. Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.
- 3. Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.
- 4. Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: **KENOSHA UNIFIED SCHOOL DISTRICT NO.1**

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named _____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

Exhibit A.

Description of Easement Area

Page 1 of 2 pages

Jeffery Elementary School, 4011 87th Street, Kenosha, WI 53142 – Parcel # 04-122-14-180-001

That portion of a structure known as Jeffery School located on the following described lands:

Part of the Northeast Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian, lying and being in the City of Kenosha, County of Kenosha and State of Wisconsin more particularly described as: Beginning on the East line of said ¼ section at a point 645.23 feet North from the Southeast corner of said ¼ section, which point is the intersection of the center of 39th Avenue with the center of 88th Street; thence North along the East line of said ¼ section, 535.63 feet to a point that is 150.14 feet South from the North line of the South Half of said ¼ Section; thence West parallel to the North line of the South Half of said ¼ Section, and along the proposed centerline of 87th Street, 916.17 feet; thence South at right angles to the last course and along the proposed centerline of 42nd Avenue 535.14 feet; thence East parallel to the North line of the South Half of said ¼ section, and along the proposed centerline of 88th Street, 939.87 feet to the point of beginning; excepting therefrom the entire East 33 feet, which is the right of way of existing 39th Avenue.

At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 2. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See Exhibit A attached Page 2 containing the Site Plan)

TRIMMOUNT
10' PIPE

Jeffery Elementary School

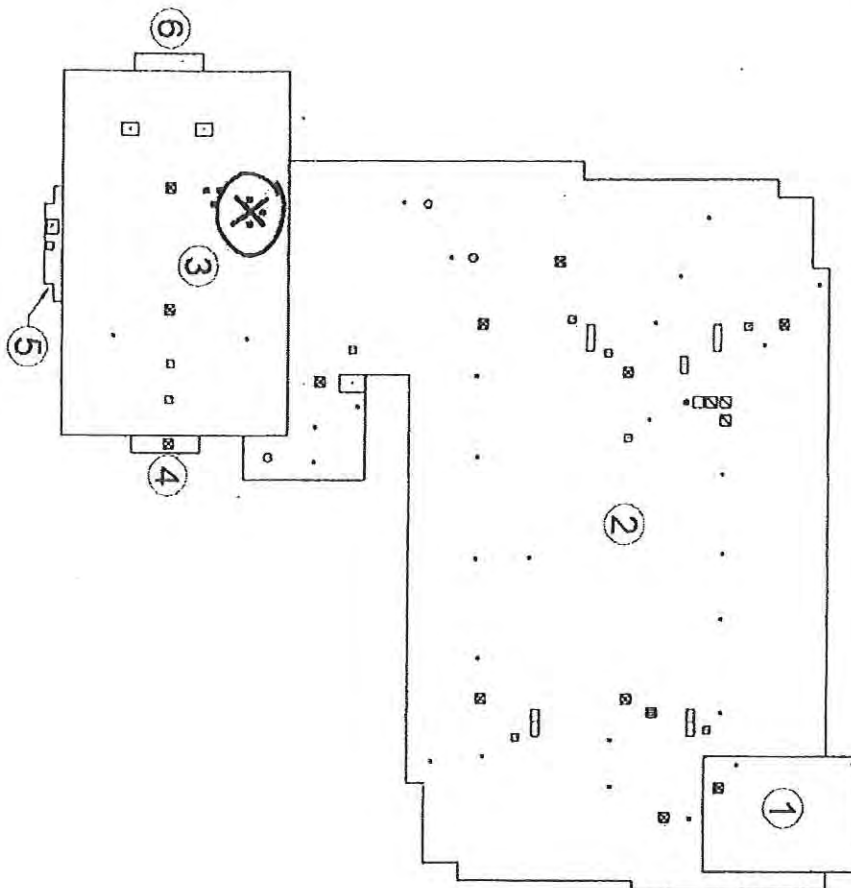


Exhibit A., Page 2 of 2,
Site Plan of Jeffery Elementary School

EASEMENT
Communications Antenna & Relay Unit

Document Number _____

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 - 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

1. **Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.

2. **Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.

3. **Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.

4. **Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: KENOSHA UNIFIED SCHOOL DISTRICT NO.1

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named _____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 - 56TH Street
Kenosha, WI 53140

01-222-01-303-003
(Parcel Identification Number)

ROOSEVELT

Exhibit A.
Description of Easement Area

Page 1 of 3 pages

Roosevelt Elementary School, 3322 Roosevelt Rd, Kenosha WI 53142 – Parcel # 01-122-01-303-003

That portion of a structure known as Roosevelt School located on the following described lands: Part of the Southwest $\frac{1}{4}$ of Section 1, Town 1, Range 22 East of the Fourth Principle Meridian beginning at the point on the North line of Salem Avenue which is 128.169 feet Easterly of the Northeast corner of Salem Avenue and Fourth Avenue, if extended North from said Salem Avenue; thence North parallel with the East line of said Fourth Avenue, so extended North from Salem Avenue as aforesaid, a distance of 132 feet; thence Easterly, parallel with the North line of Salem Avenue, a distance of 170.892 feet and to the West line of Third Avenue, if said Third Avenue as now platted be extended North from Salem Avenue; thence South along and upon the West line of said Third Avenue, so extended as aforesaid, a distance of 132 feet, and to the North line of Salem Avenue as aforesaid; thence Westerly along and upon the North line of Salem Avenue a distance of 170.892 feet to the place of beginning, lying and being in the City of Kenosha, County of Kenosha, State of Wisconsin. ALSO Part of the Southwest $\frac{1}{4}$ of Section 1, Town 1, Range 22 East of the Fourth Principle Meridian beginning at a point on the North line of Salem Avenue which is 126.169 feet Easterly of the Northeast corner of Salem Avenue and Fourth Avenue, if extended North from said Salem Avenue; thence North, parallel with the East line of said Fourth Avenue, so extended North from Salem Avenue as aforesaid, a distance of 132 feet; thence Easterly, parallel with the North line of Salem Avenue, a distance of 170.892 feet and to the West line of Third Avenue, if said Third Avenue as now platted be extended North from Salem Avenue; thence North along and upon the West line of Third Avenue, so extended as aforesaid, to the Southwest corner of said Third Avenue, so extended North as aforesaid, and Keating Avenue extended East from the East line of Rategan's Ridgeland Heights Subdivision as platted and recorded in the office of the Register of Deeds; thence West along and upon the South line of Keating Avenue so extended East as aforesaid, to the Southeast corner of said Keating Avenue, so extended, and Fourth Avenue, extended North from the North line of said Salem Avenue; thence South along and upon the East line of said Fourth Avenue so extended North as aforesaid, to the Northeast corner of said Fourth Avenue and said Salem Avenue; thence Easterly along and upon the North line of said Salem Avenue, a distance of 128.169 feet to the point of beginning lying and being in the City of Kenosha, County of Kenosha and State of Wisconsin: Also Part of the Southwest $\frac{1}{4}$ of Section 1, Town 1, Range 22 East of the Fourth Principle Meridian beginning at the point on the North line of Roosevelt Road (formerly Salem Avenue) which is about 357.56 feet Northeast of the Southeast corner of Ratigan's Ridgeland Heights Subdivision, as platted measured along the North line of Roosevelt Road, which point of beginning shall be on the extension North of the West line of 33rd Avenue (formerly Third Avenue) as laid out to the South of Roosevelt Road; thence North along the West line of 33rd Avenue, if extended North from Roosevelt Road, as aforesaid, to the Southwest corner of said 33rd Avenue, so extended North, as aforesaid and 68th Street (formerly Keating Avenue) extended East from the East line of said Ratigan's Ridgeland Heights Subdivision; thence West along and upon the

Exhibit A. Description Page 2 of 3 pages

South line of said 68th Street so extended East as aforesaid to the Southeast corner of 68th Street so extended and 34th Avenue (formerly Fourth Avenue) extended North from the North line of Roosevelt Road; thence North along and upon the East line of 34th Avenue so extended as aforesaid to the North line of said Quarter Section; thence East along and upon the North line of said Quarter Section to the point being 11 chains and 59 links West of the Northeast corner of said Quarter Section and the Northwest corner of a parcel of land deeded by William E. Rategan to one Ellen F. Toner in June 1893; thence South along and upon the West line of said Toner property to the North line of Roosevelt Road; thence Southwesterly along and upon the North line of Roosevelt Road to the place of beginning. Said land being in the City of Kenosha, County of Kenosha and State of Wisconsin: Also Part of the Southwest Quarter of Section 1, Town 1 North, Range 22 East of the Fourth Principle Meridian; commencing at a point on the North line of Salem Avenue (now Roosevelt Road) where the East line of 34th Avenue (Formerly Fourth Avenue) extended Northerly intersects said North line; thence Southwesterly along and upon the North line of Roosevelt Road 46.79 feet and to the East line of Rategan's Ridgeland Heights Subdivision; thence North along and upon the East line of said subdivision 1,424.85 feet and to the North line of said Quarter Section, thence East along and upon the North line of said Quarter Section 37.69 feet and to its intersection with the aforesaid extension of the East line of 34th Avenue (formerly Fourth Avenue); thence South along and upon said extension 1,397.12 feet and to the place of beginning being in the City of Kenosha, County of Kenosha, and State of Wisconsin: Also Part of the Southwest Quarter of Section 1, Town 1 North, Range 22 East of the Fourth Principle Meridian; beginning at a point on the West line of Harry L. Goldberg's subdivision which is 630 feet South of the North line of said Quarter section; thence West parallel with the North line of said Quarter Section 91.58 feet and to the East line of Third Avenue, extended North from Salem Avenue; thence South along said East line of Third Avenue so extended 40 feet; thence East parallel with the North line of said Quarter Section 91.58 feet and to the West line of said Harry L. Goldberg's Subdivision; thence North along said last mentioned line 40 feet to the place of beginning. Said land being in the City of Kenosha, County of Kenosha, and State of Wisconsin.

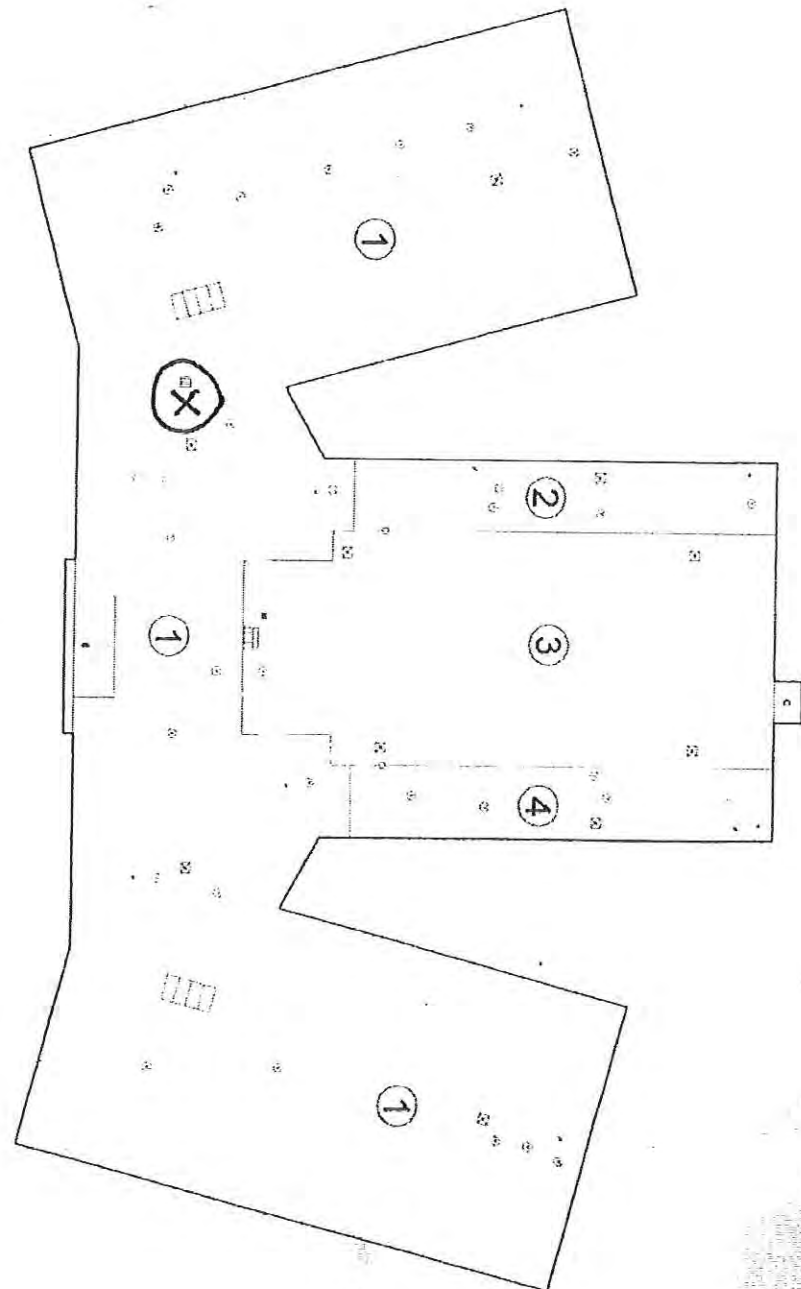
At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 3. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See Exhibit A. attached Page 3 containing the Site Plan)

*New Penetration Mount
10' PIDS*



Roosevelt Elementary School



**Exhibit A., Page 3 of 3,
Site Plan of Roosevelt Elementary School**

Document Number

EASEMENT
Communications Antenna & Relay Unit

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 - 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 - 56TH Street
Kenosha, WI 53140

05-123-06-305-003

(Parcel Identification Number)

LINCOLN JR.

1. **Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.
2. **Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.
3. **Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.
4. **Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: **KENOSHA UNIFIED SCHOOL DISTRICT NO.1**

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named _____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

Exhibit A.

Description of Easement Area

Page 1 of 2 pages

Lincoln Jr. High School , 6729 18th Avenue, Kenosha 53143 – Parcel # 05-123-06-305-003

That portion of a structure known as Lincoln Jr. High School located on the following described lands. Part of Southwest quarter of Section 6, Town 1 North , Range 23 East of the Fourth Principal Meridian, being more particularly described as: Beginning at the intersection of the North line of 68th Street and the East line of 18th Avenue; thence North along the East line of 18th Avenue 456.07 feet; thence S 89 degrees 54 minutes 48 seconds E along the south face of a chain-link fence 138.34 feet and to the centerline of the South face of a chain-link fence corner post; thence N 0 degrees 5 minutes 28 seconds W 3.00 feet; thence N 89 degrees 05 minutes, 17 seconds East 104.62 feet and to the West line of 17th Avenue; thence S 0 degrees 07 minutes 48 seconds W along the said West line 467.86 feet and to the North line of 68th Street; thence N 88 degrees 15 minutes 50 seconds W along said North line 242.00 feet and to the point of beginning. Said land being in the City of Kenosha, County of Kenosha and State of Wisconsin.

At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 2. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See Exhibit A attached Page 2 containing the Site Plan)

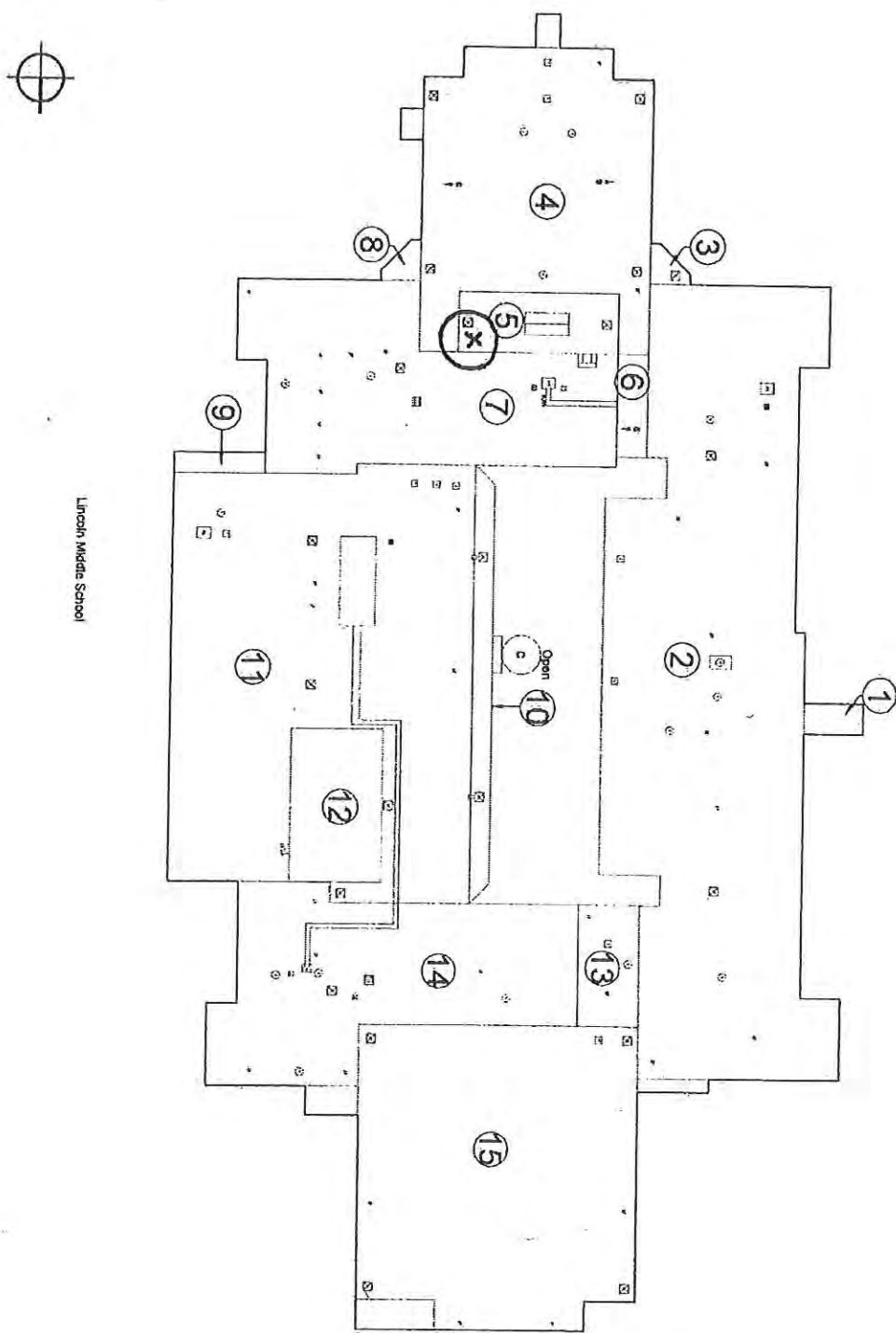


Exhibit A., Page 2 of 2,
Site Plan of Lincoln Middle School

Document Number

EASEMENT
Communications Antenna & Relay Unit

For good and valuable consideration, **KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**, a Wisconsin school district having its principal offices at 3600 52nd Street, Kenosha, WI 53144, hereinafter referred to as "grantor", owner of land, grants and warrants to **KENOSHA COUNTY**, a Wisconsin municipal corporation having its principal offices at 1010 - 56th Street, Kenosha, WI 53140, hereinafter referred to as "grantee", a permanent easement upon, within and above a part of grantor's land hereinafter described, for the sum of one dollar (\$1.00) for installing, maintaining, repairing and operating a communications antenna, relay and appurtenances.

The easement area is described as set forth in attached Exhibit A.

RETURN TO:
Corporation Counsel's Office
County of Kenosha
912 - 56TH Street
Kenosha, WI 53140

92-4-122-142-0582
(Parcel Identification Number)

Whittier

1. **Buildings or Other Structures:** The grantee agrees that no buildings or other structures will be erected in the easement area, **except as described in the attached document**, and that any unit or equipment installed will not interfere with the grantor's continuous use of the property. Further, grantee represents and warrants that all installations, maintenance, repairs and operations of the communications antenna, relay and appurtenances will be performed in a safe and prudent manner and will be in compliance with all State of Wisconsin and local building codes, and other state, federal and local regulations for the type of work, relay units, lines or service installed.
2. **Restoration:** Grantee agrees after installation, maintenance and repair of the communications antenna, relay and appurtenances, to restore or cause to have restored the grantor's property, as nearly as is reasonably possible, to the condition existing prior to such entry, or to a better condition, by the grantee or its agents.
3. **Binding on Approved Successor; Effective Period.** This grant of easement may not be transferred or assigned by grantee without the express written consent of the grantor. If permission for assignment shall be given, the terms of this easement shall be binding upon grantee's assigns or transferees. This easement shall only be effective as long as the building upon which the installation is made remains owned by or a part of the Kenosha Unified School District No. 1.
4. **Move or repair at Grantee Expense.** This easement is being granted for nominal consideration, and If grantor shall need to conduct future construction, building alteration or remodeling in this easement area, grantee shall, at grantor's request, temporarily move, suspend and replace such any structures, relays, lines, or other facilities installed under this easement, at grantee's expense. Grantor agrees to reasonably consider all costs and interruptions before making such request.

Grantor: KENOSHA UNIFIED SCHOOL DISTRICT NO.1

By: _____

By: _____

(Print name and title): _____

(Print name and title): _____

Subscribed and sworn to before me in Kenosha County, Wisconsin on _____, 2012, by the above named
_____ and _____.

Signature Wisconsin Notary Public; (Print name of Notary): _____; commission expires: _____.

This document was drafted by: Mr. Bernard R. Vash, Wis. State Bar No. 1017871

Exhibit A.
Description of Easement Area

Page 1 of 3 pages

Whittier School, 8542 Cooper Road, Pleasant Prairie, WI 53158 – Parcel # 92-4-122-142-0582

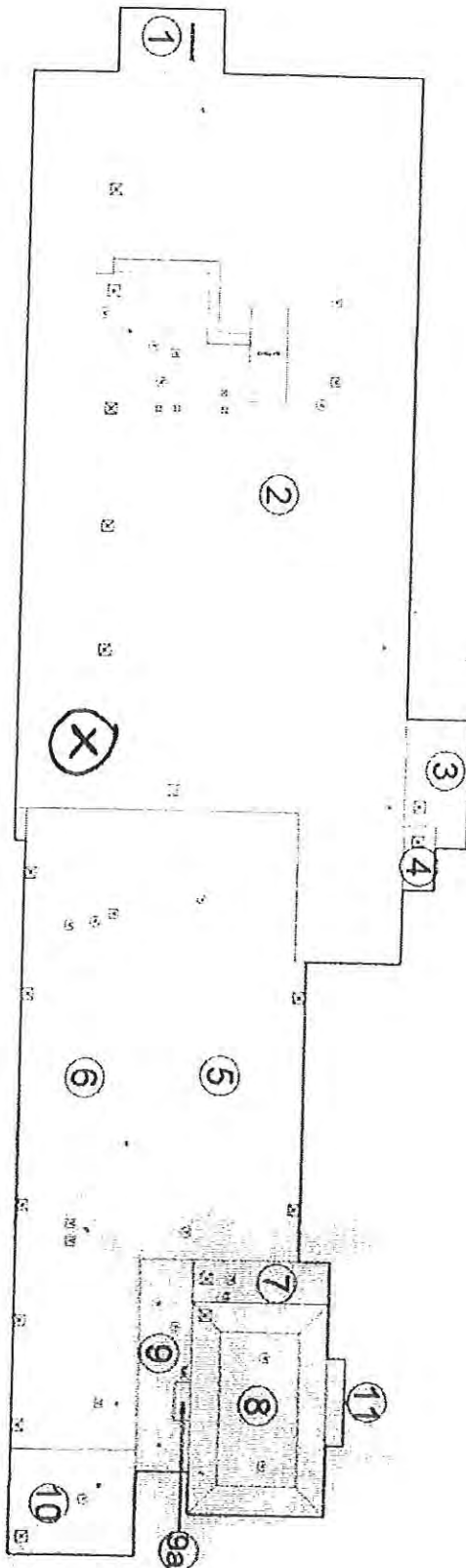
That portion of a structure known as Whittier School located on the following described lands: Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian being the South 208 feet of the North 558.8 feet of the East 208.8 feet of the West half of the Northwest Quarter said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian beginning on the East line of the Northwest Quarter of the Northwest Quarter of said Section at a point 330 feet South from the Northeast corner of the Northwest Quarter of said Quarter Section thence South along the East line of the Northwest Quarter of said Quarter Section 20 feet; thence West Parallel to the North line of said Quarter Section 208.8 feet; thence North parallel to the East line of said Northwest Quarter of said Quarter section 20 feet thence East parallel to the said North line of said Northwest Quarter of said Quarter section 208.8 feet to the point of beginning said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also : Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian beginning at a point that is located by starting on the East line of the Northwest quarter of the Northwest quarter of said section 350 feet South from the Northeast corner of the Northwest Quarter of said Quarter Section; thence West parallel to the North line of said Quarter Section 208.8 feet to the point of beginning of the property to be herein described; thence South parallel to the East line of the Northwest Quarter of said Quarter Section 208.5 feet; thence West parallel to the North line of said Quarter Section 208.8 feet; thence North parallel to the East line of the Northwest Quarter of said Quarter Section 208.5 feet; thence East parallel to the North line of said Quarter Section 208.8 feet to the point of beginning said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also : Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian beginning at a point which is 330 feet South of the North line of the Northwest Quarter of the Northwest Quarter of said Section and 208.8 feet West of the East line of the Northwest Quarter of said Quarter Section; thence West parallel to the North line of said Quarter Section 553.6 feet; thence South parallel to the East line of said Northwest Quarter of said Quarter Section 228.5 feet; thence East parallel to the North line of said Quarter Section 344.8 feet; thence North parallel to the East line of said Northwest Quarter of said Quarter Section 208.5 feet; thence East parallel to the North line of said Quarter Section 208.8 feet ; thence North 20 feet to the place of beginning said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also: Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian beginning on the East line of the West ½ of said Quarter section 558.5 feet South from the Northeast corner of the West ½ of said Quarter Section, which point is 1,030 feet North from the Northeast corner of the South 32.5 acres of the West ½ of said Quarter Section and on the South boundary line of Whittier School property; thence

Exhibit A. Description Page 2 of 3 pages

West parallel to the North line of the W1/2 of said Quarter Section and along the South boundary of said school 396 feet; thence South parallel to the East line of the West ½ of said Quarter Section 165 feet; thence East parallel to the North line of the West ½ of said Quarter Section 396 feet to the East line of the West ½ of said Quarter Section; thence North along the East line of the West ½ of said Quarter Section 165 feet to the point of beginning. Said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also: Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian beginning at the Northeast corner of lot 30 Whittier Heights thence Westerly along the North line of lots 29 and 30 of Whittier Heights to the Northwest corner of lot 29 Whittier Heights; thence North along the extension of the Westerly line of lot 29, 40 feet; thence Easterly parallel to the North lines of lots 29, and 30 of Whittier Heights to a point which is 40 feet North of the extension of the East line of lot 30 of said subdivision; thence South 40 feet to the place of beginning. Said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also: Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian being the South 80 feet of the following: Commencing at the Northwest corner of the Northwest Quarter of said Quarter section thence Easterly along the North line of said Quarter Section to a point being the Northwest corner of Certified Survey Map 2562 extended; thence South parallel to the West line of said Quarter Section 330 feet; thence Westerly parallel with the North line of said Section 288 feet; thence Northerly parallel with the West line of said Quarter Section 330 feet thence Easterly to the place of beginning. Said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin: Also Part of the Northwest Quarter of Section 14, Town 1 North, Range 22 East of the Fourth Principle Meridian being all of Parcel B in Certified Survey Map 484 as recorded in the Kenosha County Register of Deeds Office and also including the South 80 feet of Parcel 2 of Certified Survey Map 1001. Also that part of Parcel 1 of Certified Survey Map 1001 beginning at the Southwest corner of said Certified Survey parcel; thence Easterly along the South line of said Parcel 1 38.13 feet; to the place of beginning of land conveyed; thence continue Easterly along said parcel 45.87 feet; thence North along the East line of said parcel 80 feet; thence West parallel with the South line of said parcel 1, 45.84 feet; thence Southerly 80 feet to the place of beginning. Said land being in the Village of Pleasant Prairie, County of Kenosha and State of Wisconsin.

At and upon a 5 ft. by 5 ft. square area on the roof top of the School, centered on the point marked with an "x" inside of a circle, on the Overall Site Plan of the School shown on Page 3. of this Exhibit A, where the antenna relay unit will be located, with a 20 ft by 20 ft. buffer area around the antenna location on the rooftop, where no object or structure may be installed after the antenna relay unit is installed, if such new object would be higher in elevation than the bottom of the antenna of the relay unit installed under this easement; together with electrical lines, signal conduit, a 2 ft. by 2 ft cabinet for backup power, and other appurtenant devices.

(See Exhibit A. attached Page 3 containing the Site Plan)



Whittier Elementary School
 Non Penetrating Mount
 10' PER INCH

Exhibit A., Page 3 of 3,
 Site Plan of Whittier Elementary School

Kenosha Unified School District No. 1
Annual Schedule for Maintenance Projects, 2011 - 2012 Fiscal Year

<i>School Name / Description</i>	<i>ID</i>	<i>Budget</i>	<i>Estimate Cost</i>	<i>Actual Cost</i>	<i>Variance</i>
A-Various	1264	\$250,000.00		\$287,361.35	(\$37,361.35)
Asphalt/Concrete Replacement/Repair					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
A-Various	1265	\$90,000.00		\$97,500.00	(\$7,500.00)
Flooring Projects					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
A-Various	1266	\$465,000.00	\$465,000.00		\$0.00
Building Exterior Wall Major Maintenance					
<i>Project Completed</i>	<input type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i> Awaiting final invoices.					
A-Various	1267	\$450,000.00		\$454,805.18	(\$4,805.18)
Roofing Replacement and Major Repairs					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
A-Various	1268	\$15,000.00		\$6,085.00	\$8,915.00
Capacity Projects					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	6A
<i>Board Comments:</i>					
A-Various	1270	\$60,000.00		\$51,743.30	\$8,256.70
Bradford/Tremper/Bose Portable Removal					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					

<i>School Name / Description</i>	<i>ID</i>	<i>Budget</i>	<i>Estimate Cost</i>	<i>Actual Cost</i>	<i>Variance</i>
Bose Elementary	1271	\$20,000.00		\$10,838.95	\$9,161.05
Art / Cafeteria Classroom Renovation					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
McKinley Elementary	1272	\$5,000.00		\$5,850.00	(\$850.00)
Art & Music Room Ceiling					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
A-Various	1273	\$10,000.00		\$9,525.00	\$475.00
Locker Painting					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
A-Various	1274	\$10,000.00		\$9,989.00	\$11.00
Toilet Partition Replacement					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	John Setter	<i>Priority</i>	2A
<i>Board Comments:</i>					
A-Various	1275	\$10,000.00		\$0.00	\$10,000.00
Security Projects					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	Kevin Christoun	<i>Priority</i>	2A
<i>Board Comments:</i> No security projects this year.					
A-Various	1276	\$40,000.00		\$8,075.01	\$31,924.99
Exterior Door Replacement					
<i>Project Completed</i>	<input checked="" type="checkbox"/>	<i>Supervisor</i>	Kevin Christoun	<i>Priority</i>	2A
<i>Board Comments:</i>					

<i>School Name / Description</i>	<i>ID</i>	<i>Budget</i>	<i>Estimate Cost</i>	<i>Actual Cost</i>	<i>Variance</i>
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A-Various	1277	\$25,000.00		\$24,445.00	\$555.00
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Athletic Field Irrigation System

Project Completed ☒ *Supervisor* Kevin Christoun *Priority* 2A

Board Comments:

A-Various	1278	\$50,000.00	\$0.00		\$50,000.00
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Contingency

Project Completed ☐ *Supervisor* John Setter *Priority* N/A

Board Comments:

Reuther HS	1279	\$500,000.00	\$0.00	\$500,000.00	\$0.00
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Exterior Masonry Repair Project

Project Completed ☒ *Supervisor* John Setter *Priority* N/A

Board Comments: Budgeted annual payment for Reuther Masonry Project. Construction completed August 2011.

Bradford	1285	\$0.00	\$0.00	\$15,213.00	(\$15,213.00)
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Emergency Repair - Water Meter Hookup

Project Completed ☒ *Supervisor* John Setter *Priority* 1A

Board Comments: Emergency Project - Repair Water Meter Bypass

<i>Total Sum of Budget</i>	\$2,000,000.00
<i>Total Sum of Estimate Cost:</i>	\$465,000.00
<i>Total Sum of Actual Cost:</i>	\$1,481,430.79
<i>Total Sum of Variance:</i>	\$53,569.21

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012

UTILITY BUDGET & ENERGY SAVINGS PROGRAM UPDATE

The purpose of this report is to provide the regular update on the 2011-12 utilities budget and the operational energy savings program.

Utilities Budget Update:

The following is a brief summary of the costs incurred for natural gas, electricity, and the entire utilities budget.

- We have spent \$95,480 less on natural gas this year as compared to last year. Natural Gas was significantly lower for the month of January than in recent years due to the warmer than normal temperatures. The normal heating degree days (HDD) for January is 1,490. January 2012 had 1,217 heating degree days making this January 273 HDD lower than normal. A Heating Degree Day is a way of measuring how cold it has been over a 24 hour period. Whenever the average, (or mean) temperature is below 65 degrees Fahrenheit, each degree below 65 is counted as 1 heating degree day.
- We have spent \$119,662 more on electricity this year as compared to last year which is mainly attributed to the opening of the north addition at Indian Trail High School and Academy.
- We have spent 51% of the overall utility budget as compared to 45% last year at this time which is primarily a result of a \$579,000 reduction in the utilities budget during the budget development process this year and the addition to Indian Trail High School.

Operational Energy Program Update:

The following is a brief summary of the amount of energy saved September through January 2012. Please see the attachment for energy savings by school:

	2011-12	2010-11
Electricity Saved (KWh)	4,138,159	2,776,431
Gas Saved (Therms)	248,782	203,993
Dollars Saved	\$565,827	\$356,157

Indian Trail High School Earns EPA's Energy Star:

Indian Trail High School has earned the EPA's Energy Star in recognition of superior energy performance. Indian Trail High School is one of the largest High Schools in the State of Wisconsin to receive the Energy Star.

Dr. Michele Hancock
Superintendent of Schools

Mr. Patrick M. Finnemore, P.E.
Director of Facilities

Mr. John Allen
Distribution and Utilities Manager

Mr. Kevin Christoun
Maintenance Supervisor

Monthly Energy Tracking Summary

UTILITY INFORMATION

Savings: September 2011 Through June 2012

End of FY - 2012 - 06		Current Month: 2012 - 01															
BUILDING		ACTUAL				BASEYEAR				SAVINGS vs. BASEYEAR				%Savings Relative to Base Year	Facility Avg Sq Ft	Weather Adjusted 5Yr Avg Energy Use	1yr Avg Energy Use
		kWh	kW	therms	\$	kWh	kW	therms	\$	kWh	kW	therms	\$	%		kBtu/sqft	kBtu/sqft
Bradford H		1,088,260	3,532	61,305	\$165,131	1,485,169	4,045	88,225	\$217,112	396,909	513	26,920	\$51,981	23.9%	300,401	76.9	70.0
Hillcrest H		34,400	-	6,837	\$9,485	41,070	-	7,398	\$10,679	6,670	0	561	\$1,195	11.2%	22,405	66.6	69.7
Indian Trail H		1,171,200	4,928	51,258	\$183,210	1,968,125	7,013	56,188	\$276,472	796,925	2,085	4,930	\$93,262	33.7%	335,775	56.5	52.4
Lakeview H		156,640	670	2,615	\$22,795	347,919	880	5,574	\$40,682	191,279	210	2,959	\$17,887	44.0%	40,000	60.3	48.9
Reuther H		309,120	1,507	44,385	\$73,141	456,552	1,917	76,227	\$108,386	147,432	410	31,842	\$35,245	32.5%	143,366	99.6	85.6
Tremper H		887,786	2,529	80,824	\$143,931	1,295,792	3,135	88,754	\$187,481	408,006	606	17,930	\$43,549	23.2%	313,802	83.8	76.5
HS Subtotal:		3,647,406	13,166	247,224	\$597,693	5,594,627	16,989	332,366	\$840,812	1,947,221	3,823	85,142	\$243,118	28.9%			
Bullen M		293,632	1,065	23,250	\$51,641	486,411	1,203	40,780	\$77,603	192,779	138	17,530	\$25,962	33.5%	121,962	67.6	60.5
Lance M		239,651	939	26,286	\$47,978	298,435	1,114	29,787	\$56,605	58,784	175	3,501	\$8,627	15.2%	137,290	54.7	52.0
Lincoln M		353,330	1,584	30,496	\$67,438	491,340	1,795	44,150	\$87,953	138,010	211	13,654	\$20,514	23.3%	134,038	80.3	70.6
Mahone M		514,800	2,409	28,672	\$89,262	709,656	2,605	43,198	\$113,414	194,856	196	14,526	\$24,152	21.3%	175,053	65.8	62.4
McKinley M		228,300	913	432	\$29,897	306,863	1,119	21,311	\$50,813	78,563	206	20,879	\$20,915	41.2%	101,622	59.8	47.4
Washington M		180,918	860	24,110	\$41,759	259,915	1,127	24,322	\$51,074	78,997	267	212	\$9,315	18.2%	99,643	67.0	62.8
MS Subtotal:		1,810,631	7,769	133,246	\$327,976	2,552,620	8,962	203,548	\$437,461	741,989	1,193	70,302	\$109,485	25.0%			
Bain E		270,000	1,314	9,810	\$46,924	352,297	1,550	21,778	\$62,981	82,297	236	11,968	\$16,058	25.5%	126,900	37.2	34.8
Bose E		99,599	400	12,328	\$21,988	166,377	522	17,350	\$32,879	66,778	122	5,022	\$10,891	33.1%	45,109	74.7	71.7
Brass E		194,640	996	7,481	\$33,635	223,100	1,082	13,346	\$40,191	28,460	86	5,865	\$6,556	16.3%	72,887	52.5	49.9
Dimensions E		35,579	-	8,646	\$11,011	38,489	-	8,430	\$11,293	2,910	0	(216)	\$282	2.5%	30,509	58.1	60.4
Forest Park E		80,975	334	21,124	\$25,619	103,909	355	21,548	\$28,288	22,934	21	424	\$2,669	9.4%	53,830	89.7	89.9
Frank E		261,700	982	11,418	\$41,416	347,242	1,161	14,712	\$52,318	85,542	179	3,294	\$10,902	20.8%	82,956	55.9	53.4
Grant E		61,640	237	16,220	\$19,690	74,181	322	16,522	\$21,595	12,541	85	302	\$1,905	8.8%	43,040	86.2	86.6
Grewenow E		91,200	322	15,925	\$23,047	139,961	417	19,665	\$31,034	48,761	95	3,740	\$7,986	25.7%	49,230	87.4	85.5
Harvey E		73,891	304	16,742	\$21,695	107,130	401	20,701	\$28,418	33,239	97	3,959	\$6,723	23.7%	47,980	81.2	76.3
Jefferson E		68,715	264	15,285	\$20,551	115,538	334	19,114	\$28,630	46,823	70	3,829	\$8,079	28.2%	49,528	83.1	82.4
Jeffery E		98,257	388	10,939	\$20,755	155,981	535	11,517	\$28,318	57,724	147	578	\$7,563	26.7%	45,209	60.6	54.5
Ktech (Lincoln)		94,080	430	6,605	\$17,490	89,328	402	9,649	\$19,125	(4,752)	(28)	3,044	\$1,635	8.5%	43,390	60.0	54.8
McKinley E		54,800	273	10,947	\$15,547	79,975	311	13,224	\$19,927	25,175	38	2,277	\$4,380	22.0%	35,085	79.1	75.2
Nash E		185,520	1,006	12,158	\$35,933	213,920	1,009	18,842	\$42,073	28,400	3	6,684	\$6,140	14.6%	73,636	66.4	56.3
Pleasant Prairie E		216,800	978	10,424	\$36,831	306,177	945	12,288	\$43,716	89,377	(33)	1,864	\$6,885	15.7%	73,306	50.9	56.5
Prairie Lane E		127,010	494	9,916	\$23,742	165,387	529	12,101	\$29,722	38,377	35	2,185	\$5,980	20.1%	65,778	49.5	45.5
Roosevelt E		74,160	292	13,936	\$19,707	109,147	394	15,022	\$24,721	34,987	102	1,086	\$5,014	20.3%	47,994	79.5	70.7
Somers E		155,680	651	11,122	\$28,350	231,004	827	17,340	\$40,324	75,324	176	6,218	\$11,974	29.7%	69,100	56.8	53.8
Southport E		91,360	474	11,030	\$20,744	143,569	560	12,403	\$27,596	52,209	86	1,373	\$6,852	24.8%	53,200	63.1	60.5
Stocker E		175,040	787	5,659	\$28,191	270,970	944	9,739	\$39,641	95,930	157	4,080	\$11,450	28.9%	80,621	40.5	34.9
Strange E		102,366	448	6,587	\$18,597	181,566	555	11,808	\$30,861	79,200	107	5,221	\$12,264	39.7%	57,192	47.8	41.8
Vernon E		145,943	577	34,557	\$41,771	242,247	838	41,530	\$55,976	96,304	262	6,973	\$14,205	25.4%	88,280	105.7	96.7
Whittier E		150,600	784	9,125	\$28,755	307,646	1,151	11,592	\$46,080	157,046	367	2,467	\$17,325	37.6%	63,888	56.9	48.9
Wilson E		54,360	271	14,123	\$17,776	97,083	373	18,298	\$25,530	42,723	102	4,175	\$7,754	30.4%	38,200	83.4	75.0
ELEM Subtotal:		2,963,915	13,006	302,107	\$619,766	4,262,234	15,516	388,519	\$811,240	1,298,309	2,510	86,412	\$191,474	23.6%			
Cesar Chavez		85,400	275	3,516	\$13,998	105,623	315	4,407	\$16,977	20,223	40	891	\$2,979	17.5%	20,500	71.4	71.7
ESC		508,640	1,603	21,300	\$71,479	636,938	1,935	27,251	\$88,700	128,298	332	5,951	\$17,220	19.4%	128,000	76.4	68.8
Recreation		37,202	199	3,360	\$7,926	39,321	217	3,444	\$9,477	2,119	18	84	\$1,551	16.4%	13,090	74.5	72.5
Other Subtotal:		631,242	2,078	28,176	\$93,403	781,882	2,467	35,102	\$115,154	150,640	390	6,926	\$21,750	18.9%			
Totals:		9,053,194	36,019	710,753	\$1,638,839	13,191,353	43,935	959,535	\$2,204,666	4,138,159	7,916	248,782	\$565,827	25.7%			

Note: Refinement of the base year may take place over time. Should this happen, some of the above figures may change. As a general rule changes will be minimal.

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KENOSHA UNIFIED SCHOOL BOARD
AUDIT/BUDGET/FINANCE MEETING
Educational Support Center – Room 110
January 10, 2012
MINUTES

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Ms. R. Stevens was called to order at 5:30 P.M. with the following Committee members present: Mr. Nuzzo, Ms. Marcich, Mr. Thalman, Mr. Fredriksson, Mr. Kent, Mr. Aceto, Mr. McNair, and Ms. R. Stevens. Dr. Hancock was also present. Mr. Gallo arrived later.

Approval of Minutes – December 6, 2011 Meeting

Mr. Nuzzo moved to approve the minutes as presented in the agenda. Mr. Kent seconded the motion. Unanimously approved.

Mr. Gallo arrived at 5:31 P.M.

Information Items

Mrs. Tina Schmitz indicated that the 2010-2011 Financial Audit Report was distributed last month and brought back this month to allow time for the Committee members to review the information. Mr. David Maccoux, CPA, of Schenck, S.C., was present and answered questions of the Committee. Mr. Maccoux noted the OPEB liability and the reserve fund balance are areas that the District should evaluate.

Mrs. Schmitz presented the Vacancy Dollars Estimated as of December 16, 2011 and noted that there is no longer a budget for vacancies as there was in the past.

Mrs. Schmitz presented the Monthly Financial Statements and there were no questions from Committee members.

Mrs. Schmitz presented the Refinancing of Taxable G.O. Refunding Bonds Series 2002B. Mrs. Michele Wiberg, representative from PMA Financial Network, Inc., was present and explained that this refinancing was initially approved in September, 2011 but was postponed due to the drop in the District's credit rating shortly following the approval. She noted that six responses were received from the RFP and that moving forward with the lowest bidder would save the district at least \$400,000 overall. There were no objections and this item will be forwarded to the Board at their January 24, 2012 meeting.

Future Agenda Items

No future agenda items were noted.

Meeting adjourned at 6:04 P.M.

Stacy Schroeder Busby
School Board Secretary



KENOSHA UNIFIED SCHOOL BOARD
AUDIT/BUDGET/FINANCE MEETING
Educational Support Center – Room 110
February 14, 2012
MINUTES

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Ms. R. Stevens was called to order at 8:35 P.M. with the following Committee members present: Mr. Gallo, Ms. Marcich, Mr. Thalman, Mr. Fredriksson, Mr. Kent, Mr. Aceto, Mr. McNair, and Ms. R. Stevens. Dr. Hancock was also present.

2012-2013 Transformation/Budget Plan

Administration responded to the questions asked by the members of the Committee.

Mr. Kent moved to forward the 2012-2013 Transformation/Budget Plan to the full Board for consideration. Mr. Thalman seconded the motion. Unanimously approved.

Meeting adjourned at 9:06 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District No. 1

Kenosha, Wisconsin

March 13, 2012
Audit/Budget/Finance Committee

2012-2013 Budget Development Timeline

Below is a full timeline of activities that have occurred and those that will be initiated in the coming months. These activities form the basis of the District's budget priorities for the 2012-2013 fiscal year.

2012-13 Budget Development Timeline	
October 4, 2011	Initial meeting of the Budget Council (Budget Council meets regularly each month)
October - December 2011	Budget Council sub committees and strategies are formed and developed
December - January 2011	School Principals worked on school redesign plans
February 14, 2012	The Transformation Budget was presented at the Special Meeting and Audit, Budget & Finance Standing Committee meeting.
February 28, 2012	The Board of Education votes on the Transformation Budget Plan
March - May 2012	The Human Resources Department works with the Principals to determine staffing needs based on redesigned school plans
April 23, 2012	Preliminary Budget presentation at the regular School Board Meeting
June - July 2012	The Human Resources Department updates the Bi-Tech system to reflect staff assignments for the 2012-13 School Year
July 2012	The Finance/Budget Department will send out preliminary budget allocations to Budget Managers
August 31, 2012	The Finance/Budget Department populates the Bi-Tech system with annualized staffing costs based on the updated assignments and authorized vacant positions identified by HR
September 14, 2012	The official student enrollment day (3rd Friday of September) takes place, this enrollment number is a key variable in the Revenue Limit Formula
September 2012	The 2012-2013 budget will be presented to the public at the Annual Meeting of Electors
October 2012	Certification of the 2012-2013 Aid Eligibility (State Aid) is scheduled to be received
October 2012	Formal adoption of the 2012-2013 Budget occurs at a regular School Board Meeting
November 6, 2012	Tax levy information to each respective Municipality must be sent out by this date
December 2012	Detailed Budget Reports are due to DPI

Administration is providing this report as informational only.

Dr. Michele Hancock
Superintendent of Schools

Tina M. Schmitz
Chief Financial Officer

Tarik Hamdan
Budget & Grant Manager

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KENOSHA UNIFIED SCHOOL DISTRICT #1
CASH AND INVESTMENT QUARTERLY REPORT
FISCAL YEAR ENDING JUNE 30, 2012

Financial Institution	Total Fiscal Year-To-Date 2011-12 (thru Dec 2011)				Total Fiscal Year 2010 - 2011				Total Fiscal Year 2009 - 2010		
	Cash Balance	Interest Earned*	Rate		Cash Balance	Interest Earned*	Rate		Cash Balance	Interest Earned	Rate
General (Funds 10, 20s, 50, 75 & 80)											
Johnson Bank Checking	\$ 2,827,194	\$ -	0.00%		\$ 958,740	\$ -	0.05%		\$ 936,146	\$ -	0.12%
Johnson Bank Repurchase Account	400,000	264	0.05%		4,377,063	6,025	0.05%		4,836,299	17,647	0.12%
U.S. Bank Savings	10,314	2	0.05%		10,351	5	0.04%		10,396	52	0.12%
Petty Cash Accounts	6,190				6,265				6,265		
Local Government Investment Pool	13,624,538	5,249	0.14%		19,288	36	0.11%		19,253	93	0.22%
Wisconsin Investment Series Coop	6,308,981	10,745	0.11%		38,320,707	15,586	0.20%		35,211,686	194,819	0.23%
	\$ 23,177,217	\$ 16,260			\$ 43,692,414	\$ 21,651			\$ 41,020,045	\$ 212,611	
Debt Service (Fund 30s)											
Local Government Investment Pool	620,835	393	0.14%		620,443	1,148	0.11%		619,295	1,584	0.22%
Wisconsin Investment Series Coop	1,412,179	1,656	(1)		4,253,523	6,536	0.20%		4,615,624	425,764	0.23%
	\$ 2,033,014	\$ 2,048			\$ 4,873,966	\$ 7,684			\$ 5,234,919	\$ 427,348	
Capital Projects (Fund 40s)											
Wisconsin Investment Series Coop	5,692	34,415	0.01%		2,811,771	219,553	0.20%		27,065,098	432,869	0.23%
	\$ 5,692	\$ 34,415			\$ 2,811,771	\$ 219,553			\$ 27,065,098	\$ 432,869	
OPEB (Fund 73)											
Wisconsin Investment Series Coop (CDO)	5,699,579	1,238	0.13%		account opened 11/2011				account opened 11/2011		
Wisconsin Investment Series Coop	4,438,976	6,944	0.55%		4,432,418	35,745	0.54%		4,396,673	9,561	0.51%
	\$ 10,138,555	\$ 8,182			\$ 4,432,418	\$ 35,745			\$ 4,396,673	\$ 9,561	

* This represents the interest recognized at this time. The interest earned from Certificates of Deposits will be recognized when the CD matures.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

DISTRICT GRANTS

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
ESEA Title I-D Delinquent <i>Julie Housaman, Manager</i> #140	\$48,404	\$48,404	\$16,257	\$64,661	7/1/2011-6/30/2012 Renewable Federal	Partnership with Kenosha County Detention Center to serve delinquent children and youth to implement the Improving America's School Act.
ESEA Title I-A <i>Julie Housaman, Manager</i> #141	\$5,580,801	\$5,580,801	\$419,796	\$6,000,597	7/1/2011-6/30/2012 Renewable Federal	Improve teaching and learning coupled with increased accountability for improved student achievement on the basis of poverty.
Wisconsin Partnership for Childhood Fitness <i>Bullen Middle School</i> <i>David Domine, Manager</i> #334	\$1,000	\$1,000		\$1,000	7/1/2011-6/30/2012 Renewable Federal	Increase physical activity by providing increased activities with elevated heart rate, organizing activities during recess, before and after school opportunities, and classroom activity breaks.
Wisconsin Partnership for Childhood Fitness <i>Lincoln Middle School</i> <i>Judith Lenart, Manager</i> #334	\$1,000	\$1,000		\$1,000	7/1/2011-6/30/2012 Renewable Federal	Increase physical activity by providing increased activities with elevated heart rate, organizing activities during recess, before and after school opportunities, and classroom activity breaks.
Wisconsin Partnership for Childhood Fitness <i>McKinley Middle School</i> <i>Robin Wilson, Manager</i> #334	\$1,000	\$1,000		\$1,000	7/1/2011-6/30/2012 Renewable Federal	Increase physical activity by providing increased activities with elevated heart rate, organizing activities during recess, before and after school opportunities, and classroom activity breaks.
Homeless Children <i>Pam Black, Manager</i> #335	\$60,225	\$60,225		\$60,225	7/1/2011-6/30/2012 Renewable Federal	Provide assistance to students experiencing homelessness to maintain continuous public education by supporting school enrollment, attendance, and supports homework assistance and etc.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
IDEA Flow Through <i>Sue Valeri, Manager</i> #341	\$4,122,056	\$4,122,056	\$666,549	\$4,788,605	7/1/2011-6/30/2012 Renewable Federal	The purposes of this grant is to ensure that all children with disabilities have available to them a free and appropriate public education (FAPE), to ensure that the rights of children with disabilities and parents of such children are protected, to ensure that educators and parents have the necessary tools to improve educational results for children with disabilities, and to assess and ensure the effectiveness of efforts to educate children with disabilities.
IDEA Early Intervention Services <i>Sue Valeri, Manager</i> #345	\$362,147	\$362,147		\$362,147	7/1/2011-6/30/2012 Renewable Federal	The Purposes of this grant are to develop and implement coordinated, early intervening services (CEIS). This provision became effective July 1, 2005. Early intervening services are intended for students who have not been identified as students with disabilities under IDEA but who are determined to need additional academic and behavioral supports to succeed in general education.
IDEA/Preschool Entitlement <i>Sue Valeri, Manager</i> #347	\$176,484	\$176,484	\$117,980	\$294,464	7/1/2011-6/30/2012 Renewable Federal	The purpose of this grant is to provide school districts with funds that can be used to develop and enhance quality educational programming and related services for preschool children with disabilities and their families.
ESEA Title II-A <i>Jennifer Navarro, Manager</i> #359/604	\$928,142	\$928,142	\$20,850	\$948,992	7/1/2011-6/30/2012 Renewable Federal	Title IIA is aimed at preparing and training teachers and principals to insure knowledge of best teaching practices in all core subject areas.
Charter School Dissemination Grant (Harborside) Kenosha Expeditionary Learning <i>Bill Haithcock, Manager</i> #360	\$125,000	\$125,000	\$19,590	\$144,590	8/1/2011-7/31/2012 Renewable Federal	Dissemination Grant for Kenosha Expeditionary Learning Charter School.
Charter School Dissemination Grant (KTEC) Kenosha School of Technology Enhanced Curriculum <i>Angela Andersson, Manager</i> #360	\$125,000	\$125,000		\$125,000	8/1/2011-7/31/2012 Renewable Federal	Dissemination Grant for Kenosha School of Technology Enhanced Curriculum.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
USDA Fresh Fruit and Vegetable Program <i>Cindy Gossett, Manager</i> #376	\$125,792	\$125,792		\$125,792	10/1/2011-6/30/2012 Renewable Federal	The purpose of the program is to make available free fresh fruits and vegetables to children.
ESEA Title III-A English Language Acquisition <i>Iva Plumley, Manager</i> #391	\$251,311	\$251,311	\$10,937	\$262,248	7/1/2011 - 6/30/2012 Renewable Federal	Provides services to children to obtain a proficient level of the English language.
AODA <i>Pat Demos, Manager</i> #395	\$20,000	\$20,000		\$20,000	7/1/2011- 6/30/2012 Renewable State	Develop alcohol, tobacco, & other drug prevention programs.
WI. Head Start <i>Belinda Grantham, Manager</i> #399	\$340,725	\$340,725		\$340,725	7/1/2011 - 6/30/2012 Renewable State	Provide funds to help provide services in the Head Start program.
Carl Perkins <i>William Hittman, Manager Mark Hinterberg, Manager</i> #430	\$214,840	\$214,840		\$214,840	7/1/2011 - 6/30/2012 Renewable Federal	Provide capital equipment purchases and curriculum development initiative for school-to-career program with emphasis directed toward integrated and applied curriculum.
Safe and Supportive Schools <i>Dan Tenuta, Manager</i> #592	\$375,000	\$375,000	\$97,816	\$472,816	7/1/2011 - 6/30/2012 Renewable Federal	To improve learning conditions for students.
USDA Fresh Fruit and Vegetable Program <i>Cindy Gossett, Manager</i> #594	\$15,344	\$15,344		\$15,344	7/1/2011-9/30/2011 Renewable Federal	The purpose of the program is to make available free fresh fruits and vegetables to children.
Education Jobs Fund <i>Sheronda Glass, Manager</i> #595	\$1,602,190	\$1,602,190		\$1,602,190	7/1/2011 - 9/30/2012 Renewable Federal Remaining Funds	To retain existing employees, to recall or rehire former employees, and to hire new employees, in order to provide early childhood, elementary, or secondary educational and related services.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
Education Jobs Fund - Supplemental <i>Sheronda Glass, Manager</i> #595	\$77,164	\$77,164		\$77,164	12/1/2011 - 9/30/2012 Renewable Federal Funds	To retain existing employees, to recall or rehire former employees, and to hire new employees, in order to provide early childhood, elementary, or secondary educational and related services.
Head Start - Federal <i>Belinda Grantham, Manager</i> #601/611	\$2,030,346	\$2,030,346		\$2,030,346	7/1/2011 - 6/30/2012 Renewable Federal	Assistance for children and families. Full year/part day handicapped training and technical assistance.
Youth Opportunities (KABA) <i>William Hittman, Manager</i> <i>Mark Hinterberg, Manager</i> #614	\$22,500	\$22,500		\$22,500	7/1/2011 - 6/30/2012 Renewable State	Youth apprenticeship program.
21st Century - Learning Center <i>Lautauscha Shell, Manager</i> #623	\$600,000	\$600,000		\$600,000	7/1/2011 - 6/30/2012 Renewable Federal	Provide school-based safe havens with expanded learning activities during after-school and early evening hours.
Office of Justice Assistance AIMS Program <i>Lautauscha Shell, Manager</i> #640	\$73,793	\$73,793		\$73,793	9/1/2010-7/31/2013 Renewable Federal Remaining Funds	Three year grant. Program funds school based truancy prevention and reduction initiatives.
District Grant Totals	\$17,280,264	\$17,280,264	\$1,369,775	\$18,650,039		

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
SCHOOL-BASED GRANTS						
EFK - Lights, Camera, Action EBSOLA Sue Norton, Manager #750	\$499	\$525		\$525	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Ipad and necessary applications for students to make demonstation videos. Multiple uses.
EFK - Forest Park Climbing Wall Forest Park Elementary School Dan Atkins, Manager #750	\$1,500	\$1,000		\$1,000	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Climbing Wall to build self esteem and upper body strength. Entire school can utilize.
EFK - Jefferson's Jammin Jaguars Jefferson Elementary School Danielle Dukas, Manager #750	\$1,050	\$500		\$500	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Funds to support stomp group.
EFK - Stocker Steel Drum Ensemble Stocker Elementary School Betty Petersen, Manager #750	\$1,500	\$1,500		\$1,500	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Steel drum set and tunes book.
EFK - Frisbee Golf Course Hill Crest William Robinsons, Terry Ehiorobo, Ellen Becker , Managera #750	\$5,750	\$5,750		\$5,750	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Provides funds for Frisbee golf baskets and hardware, signage, tees, frisbee, and golf design materials.
EFK - Visual Arts Classic Team Competition Tremper High School Laura Dorow, Manager #750	\$690	\$690		\$690	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Provides funds for the cost of the competition.
EFK - Ping Pong Club Tremper High School Becky Knapp, Manager #750	\$530	\$530		\$530	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Ping Pong tables, paddles and balls for after school club.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
EFK - KUSD Academic Showcase <i>Kenosha Unified School District</i> <i>Robert Wells, Manager</i> #750	\$2,000	\$2,000		\$2,000	7/1/2011-6/30/2012 Non-renewable Educ.Foundation of Kenosha	Vision graphic and signante, supplies for student project demonstrations and table skirting to promote education.
2011 Take Charge of Education <i>Frank Elementary</i> <i>Heather Connolly, Manager</i> #750	\$108	\$108		\$108	7/1/2011-6/30/2012 Non-renewable Target Corporation	Reimbursement Program for school needs.
State Farm Youth Advisory Board Grant <i>Harborside Academy</i> <i>Mary Bohning, Manager</i> #750	\$69,997	\$69,997		\$69,997	7/1/2011-6/30/2012 Non-renewable State Farm Youth Advisory Board	To support service-learning project "Harborside Community Urban Garden Project"
Back to School Family Celebration Superintendent's Office #751	\$20,000	\$20,000		\$20,000	7/1/2011-6/30/2012 Non-renewable Mary Frost Ashley Trust	Engaging families in back to school activities.
Alcohol and Other Drug Abuse Program Community and Parent Relations <i>Pat Demos, Manager</i> #751	\$60,000	\$60,000		\$60,000	7/1/2010-6/30/2011 Non-renewable Mary Frost Ashley Trust	Provide support for AODA Program.
AMB Foundation Grant <i>Brass Elementary</i> <i>Beth Berger, Manager</i> #751	\$2,500	\$2,500		\$2,500	7/1/2011-6/30/2012 Non-renewable AMB Foundation	AMB Foundation Award
Target Field Trip Grant <i>Frank Elementary</i> <i>Tammy Cruz, Manager</i> #751	\$700	\$700		\$700	7/1/2011-6/30/2012 Non-renewable Scholarship AMERICA	Target Field Trip Grant to pay for the cost of a field trip submitted by the school.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
Movin' and Munchin' Schools <i>Jefferson Elementary</i> <i>Judy Vanderford, Manager</i> #751	\$250	\$250		\$250	7/1/2011-6/30/2012 Non-renewable Federal	To improve physical activity for the health and well-being of students by keeping students physically fit.
Movin' and Munchin' Schools <i>Jefferson Elementary</i> <i>Judy Vanderford, Manager</i> #751	\$250	\$250		\$250	7/1/2011-6/30/2012 Non-renewable Federal	Matching Award from WEA Trust . To encourage physical activity or healthy eating among school staff and students.
Girl's Night Out Project <i>Jefferson Elementary</i> <i>Sheri Stipek, Manager</i> #751	\$250	\$250		\$250	7/1/2011-6/30/2012 Non-renewable GAP Foundation	GAP Foundation Award
Girl's Night Out Project <i>Jefferson Elementary</i> <i>Sheri Stipek, Manager</i> #751	\$250	\$250		\$250	7/1/2011-6/30/2012 Non-renewable GAP Foundation	GAP Foundation Gift Match Program
Fuel Up to 60 <i>Jefferson Elementary</i> <i>Judy Vanderford, Manager</i> #751	\$1,000	\$1,000		\$1,000	7/1/2011-6/30/2012 Non-renewable Wisconsin Milk Marketing Board	Implement healthy eating and physical activity strategies.
Creating a Classroom of Future Problem Solvers with the Touch of the Promethen World <i>Jeffery Elementary</i> <i>Debbie Short, Manager</i> #751	\$1,428	\$1,428		\$1,428	7/1/2011-6/30/2012 Non-renewable Mathematics Education Trust	National Council of Teachers of Mathematics Classroom Research Based Grant.
Target Field Trip Grant <i>Roosevelt Elementary</i> #751	\$700	\$700		\$700	7/1/2011-6/30/2012 Non-renewable Scholarship AMERICA	Target Field Trip Grant to pay for the cost of a field trip submitted by the school.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

GRANTS SUMMARY

As of February 24, 2012

2011 - 2012

GRANT TITLE	REQUEST	AWARD	CARRY OVER	TOTAL BUDGET	GRANT PERIOD/ SOURCE	PURPOSE
Nutrition, Physical Activity, & Obesity Program(NPAO) <i>Harborside Academy</i> <i>Mary Bohning, Manager</i> #751	\$6,040	\$6,040		\$6,040	7/1/2011-12/31/2011 Non-renewable Wi Dept of Health Services Division of Public Health	Collaborative effort which will provide students and their parents the knowledge necessary to grow and prepare fresh fruits and vegetables in an effort to increase their consumption and reduce the incidence of childhood obesity.
Healthy Classrooms <i>Harborside Academy</i> <i>Mary Bohning, Manager</i> #751	\$2,000	\$2,000		\$2,000	7/27/2011-07/26/2012 Non-renewable Healthy Classrooms Foundation Division of Public Health	To teach students about composting full circle from garden to compost.
TOSA Wisconsin Technology Initiative Lighthouse District Grant <i>Library Media/Instructional Technology</i> <i>Ann Fredriksson, Manager</i> #751	\$26,669	\$26,669		\$26,669	7/1/2011-6/30/2012 Renewable TOSA Foundation	To enhance student academic achievement, 21st Century skills, attendance and engagement through the effective use of interactive classroom technologies .
School-Based Grant Totals	\$205,661	\$204,637	\$0	\$204,637		
GRANT TOTALS	\$17,485,925	\$17,484,901	\$1,369,775	\$18,854,675		

Kenosha Unified School District No. 1
Kenosha, Wisconsin

March 13, 2012
Audit/Budget/Finance Committee

Financial Dashboard Report

In a continuing effort to keep the stakeholders of Kenosha Unified School District informed on a regular basis of financial matters, Administration will be providing a new monthly report. The Dashboard Report will be provided as part of the regular standing Audit, Budget and Finance Committee package and updated each month to include the most current data.

This report provides a financial summary of the operations of the District along with a forecast of how the year will end compared to budget. The report also includes charts representing how the District revenue and expenses are divided, and data showing the operational revenue and expenses by student. A current bond rating by Moody's Investors Service is also provided on this report.

Administration is providing this report as informational only.

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Assistant Superintendent
of Business

Tina M. Schmitz
Chief Financial
Officer

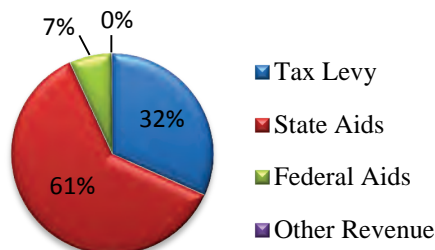
Operations Summary

(General & Special Education Funds)

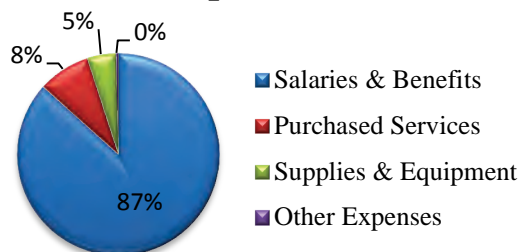
Stated in Thousands	FY11 Prior Year	FY12 Budget	FY12 Forecast	Percent of Total
Tax Levy	\$ 82,431	\$ 79,997	\$ 79,997	32%
State Aids	164,779	155,066	155,066	61%
Federal Aids	21,438	16,904	16,904	7%
Other Revenue	1,785	406	515	0%
Total Revenues	\$ 270,433	\$ 252,372	\$ 252,481	100%
Salaries & Benefits	237,684	222,475	223,035	87%
Purchased Services	22,101	22,792	21,572	8%
Supplies & Equipme	16,213	14,461	11,880	5%
Other Expenses	1,259	876	876	0%
Total Expenses	\$ 277,257	\$ 260,603	\$ 257,362	100%
NET CHANGE	\$ (6,824)	\$ (8,231)	\$ (4,881)	

Summary: Revenues and expenses overall are in alignment with budget. Included in the forecast are expected reductions totaling \$3.4 million taken to date by leadership. Detail of those reductions were presented at the February 14th special Board meeting and Finance Committee meeting.

Revenue



Expense



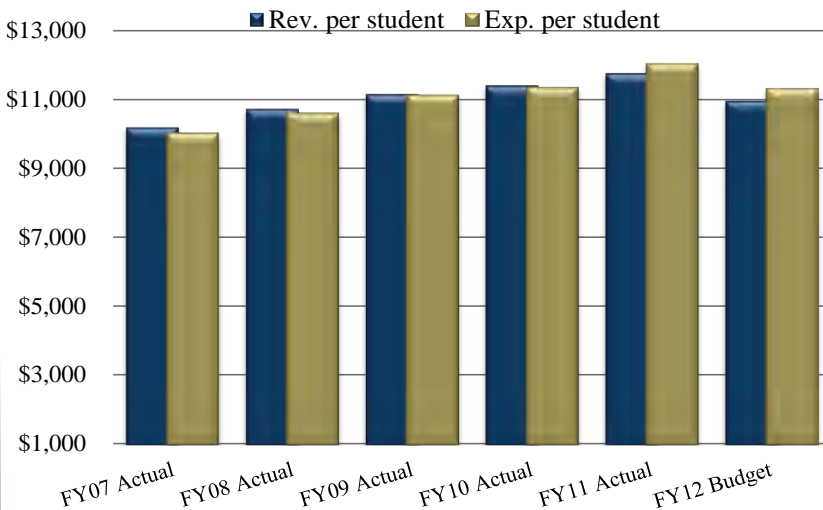
A1 Rating-Moody's Investors Service

In November 2011 Moody's downgraded the District's rating to A1 from Aa3 with a negative outlook.

General Operating Revenues and Expenses per Student

This chart and data below represent the revenues and expenses from Fund 10 (General Fund) and Fund 27 (Special Education). These two funds make up our general operations where all revenues and costs tied to instruction and operations are recorded.

Student membership is the actual student count used in the state equalization aid formula.



Operations	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Actual	FY12 Budget
Total Revenue	\$ 228,547,041	\$ 241,405,470	\$ 252,986,435	\$ 261,488,881	\$ 270,432,913	\$ 250,905,027
Total Expense	\$ 225,014,722	\$ 238,868,813	\$ 252,405,286	\$ 260,461,835	\$ 277,256,623	\$ 259,135,850
Net Change	\$ 3,532,319	\$ 2,536,657	\$ 581,149	\$ 1,027,046	\$ (6,823,710)	\$ (8,230,823)
Rev. per student	\$ 10,192	\$ 10,729	\$ 11,161	\$ 11,402	\$ 11,755	\$ 10,957
Exp. per student	\$ 10,035	\$ 10,616	\$ 11,135	\$ 11,357	\$ 12,051	\$ 11,316
Membership	22,424	22,500	22,668	22,934	23,006	22,900

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 10 General Fund

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	16,814,885	16,814,885				23,633,695	23,633,695				
100 Operating Transfers In	0	0		0		0	0		0		0
200 Local revenues	80,030,010	78,484,194		1,545,816	98.07	82,665,228	80,740,291		1,924,938	97.67	82,430,823
300 Interdistrict revenues	300,000	0		300,000	0.00	306,000	0		306,000	0.00	315,958
500 Intermediate revenues	59,500	61,776		-2,276	103.83	81,517	41,047		40,471	50.35	78,481
600 State aid	144,536,572	56,303,760		88,232,812	38.95	154,213,513	59,707,034		94,506,478	38.72	154,334,277
700 Federal aid	10,883,846	2,734,883		8,148,964	25.13	16,662,847	1,222,632		15,440,216	7.34	13,724,132
800 Debt proceeds	0	77,369		-77,369		0	0		0		0
900 Revenue adjustments	26,669	26,982		-313	101.18	157,732	293		157,438	0.19	1,361,022
Total Revenues	235,836,597	137,688,964		98,147,633	58.38	254,086,837	141,711,297		112,375,541	55.77	252,244,694
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	117,054,895	59,885,809	420	57,168,667	51.16	119,575,975	63,926,934	17,632	55,631,409	53.46	123,812,685
200 Benefits	63,501,879	30,941,961		32,559,918	48.73	67,820,540	32,915,590	255	34,904,694	48.53	70,460,944
300 Purchased Services	17,951,087	8,217,233	2,678,721	7,055,134	45.78	20,141,131	9,084,090	2,407,926	8,649,114	45.10	17,557,602
400 Supplies	9,934,002	3,807,119	1,302,546	4,824,337	38.32	13,817,453	7,198,706	1,058,514	5,560,233	52.10	12,902,112
500 Capital Outlay	1,975,502	1,171,773	613,688	190,041	59.32	2,029,044	1,454,334	425,021	149,689	71.68	2,598,800
600 Debt Services	450,000	255,454		194,546	56.77	450,000	337,954		112,046	75.10	459,197
700 Insurance	1,326,707	1,098,281	0	228,426	82.78	596,707	454,522	0	142,185	76.17	568,192
800 Operating Transfers Out	30,759,834	500,000		30,259,834	1.63	29,269,597	500,000		28,769,597	1.71	30,498,836
900 Other objects	1,113,513	28,425	540	1,084,548	2.55	386,391	86,260	3,833	296,298	22.32	210,037
Total Expenditures	244,067,419	105,906,054	4,595,914	133,565,451	43.39	254,086,837	115,958,391	3,913,181	134,215,266	45.64	259,068,404
Net Revenue/Expenses	-8,230,823	31,782,910				0	25,752,906				-6,823,710
Fund Balance - Ending	8,584,063	48,597,795				23,633,695	49,386,601				16,809,985

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 21 Special Revenue Trust

----- 2012 -----					----- 2011 -----						
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal		
Fund Balance - Beginning	0	0			0	0					
200 Local revenues	0	0	0		0	0	0		0		
Total Revenues	0	0	0		0	0	0		0		
----- 2012 -----					----- 2011 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
300 Purchased Services	0	0		0		0	0		0		0
500 Capital Outlay	0	0		0		0	0		0		0
Total Expenditures	0	0		0		0	0		0		0
Net Revenue/Expenses	0	0				0	0				0
Fund Balance - Ending	0	0				0	0				0

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 25 Head Start

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0				0	0				
700 Federal aid	1,968,420	808,276		1,160,144	41.06	2,047,632	722,853		1,324,779	35.30	2,047,632
Total Revenues	1,968,420	808,276		1,160,144	41.06	2,047,632	722,853		1,324,779	35.30	2,047,632
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	944,502	451,603		492,898	47.81	955,280	516,565		438,715	54.07	986,014
200 Benefits	690,712	310,146		380,566	44.90	711,374	341,219		370,155	47.97	659,201
300 Purchased Services	116,428	39,940	42,203	34,285	34.30	54,815	32,025	0	22,790	58.42	81,866
400 Supplies	48,003	28,518	4,800	14,685	59.41	157,388	40,745	3,531	113,112	25.89	156,552
500 Capital Outlay	168,775	109,333		59,442	64.78	168,775	109,333		59,442	64.78	164,000
900 Other objects	0	0		0		0	0		0		0
Total Expenditures	1,968,420	939,541	47,003	981,877	47.73	2,047,632	1,039,886	3,531	1,004,215	50.78	2,047,632
Net Revenue/Expenses	0	-131,264				0	-317,033				0
Fund Balance - Ending	0	-131,264				0	-317,033				0

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 27 Special Education

----- 2012 -----					----- 2011 -----						
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0				0	0				
100 Operating Transfers In	29,292,741	0		29,292,741	0.00	28,283,672	0		28,283,672	0.00	29,512,911
200 Local revenues	7,000	6,206		794	88.66	0	3,406		-3,406		8,138
300 Interdistrict revenues	20,000	0		20,000	0.00	0	0		0		21,740
600 State aid	10,555,000	4,628,954		5,926,046	43.86	10,163,463	4,540,723		5,622,740	44.68	10,444,563
700 Federal aid	6,932,616	1,819,515		5,113,101	26.25	8,824,280	2,260,007		6,564,273	25.61	7,713,778
900 Revenue adjustments	0	0		0		0	0		0		0
Total Revenues	46,807,357	6,454,675		40,352,682	13.79	47,271,415	6,804,136		40,467,279	14.39	47,701,130
----- 2012 -----					----- 2011 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	25,582,441	12,751,050		12,831,391	49.84	26,428,767	13,534,217		12,894,551	51.21	26,907,462
200 Benefits	16,352,846	7,813,216		8,539,630	47.78	16,502,979	7,897,757		8,605,222	47.86	16,502,479
300 Purchased Services	2,757,972	1,739,973	124,910	893,089	63.09	3,367,515	2,451,066	254,159	662,290	72.79	3,515,973
400 Supplies	2,107,097	211,100	21,205	1,874,792	10.02	676,459	219,411	38,885	418,162	32.44	504,417
500 Capital Outlay	7,000	48,846	9,093	-50,939	697.79	295,695	11,850	6,104	277,740	4.01	270,527
900 Other objects	0	0		0		0	-75	75	0		273
Total Expenditures	46,807,357	22,564,184	155,208	24,087,964	48.21	47,271,415	24,114,227	299,224	22,857,964	51.01	47,701,130
Net Revenue/Expenses	0	-16,109,510				0	-17,310,091				0
Fund Balance - Ending	0	-16,109,510				0	-17,310,091				0

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 30-39 Debt Services Fund

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal	
Fund Balance - Beginning	760,673	760,673				1,161,315	1,161,315				
100 Operating Transfers In	985,925	500,000	485,925	50.71		985,925	500,000	485,925	50.71	985,925	
200 Local revenues	14,631,273	14,628,275	2,997	99.98		13,528,038	13,525,019	3,019	99.98	13,528,038	
800 Debt proceeds	0	0	0			9,500,000	0	9,500,000	0.00	9,500,000	
900 Revenue adjustments	1,517,678	280,000	1,237,678	18.45		1,104,081	280,000	824,081	25.36	1,104,081	
Total Revenues	17,134,876	15,408,275	1,726,601	89.92		25,118,044	14,305,019	10,813,025	56.95	25,118,044	
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
600 Debt Services	16,817,894	2,837,333		13,980,561	16.87	25,518,686	3,061,482		22,457,204	12.00	25,518,686
Total Expenditures	16,817,894	2,837,333		13,980,561	16.87	25,518,686	3,061,482		22,457,204	12.00	25,518,686
Net Revenue/Expenses	316,982	12,570,942				-400,642	11,243,537				-400,642
Fund Balance - Ending	1,077,655	13,331,615				760,673	12,404,852				760,673

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 40-49 Capital Project Fund

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	4,244,696	4,244,696				20,571,141	20,571,141				
200 Local revenues	34,415	34,415		0	100.00	35,000	95,844		-60,844	273.84	219,553
800 Debt proceeds	0	0		0		0	0		0		0
Total Revenues	34,415	34,415		0	100.00	35,000	95,844		-60,844	273.84	219,553
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	0	0		0		0	1,806		-1,806		1,806
200 Benefits	0	0		0		0	351		-351		351
300 Purchased Services	4,279,111	4,259,050	4,463,297	-4,443,237	99.53	17,868,691	10,694,906	9,254,076	-2,080,290	59.85	16,303,722
500 Capital Outlay	0	0		0		0	0		0		0
600 Debt Services	0	0		0		0	120,060		-120,060		240,120
800 Operating Transfers Out	0	0		0		0	0		0		0
Total Expenditures	4,279,111	4,259,050	4,463,297	-4,443,237	99.53	17,868,691	10,817,123	9,254,076	-2,202,508	60.54	16,545,999
Net Revenue/Expenses	-4,244,696	-4,224,635				-17,833,691	-10,721,279				-16,326,446
Fund Balance - Ending	0	20,061				2,737,450	9,849,862				4,244,696

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 50 Food Service

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	480,864	480,864				354,952	354,952				
200 Local revenues	2,857,631	1,562,000		1,295,631	54.66	3,315,380	1,542,752		1,772,628	46.53	2,963,644
600 State aid	142,370	0		142,370	0.00	144,200	0		144,200	0.00	139,790
700 Federal aid	5,036,044	2,101,529		2,934,515	41.73	3,841,631	1,955,315		1,886,316	50.90	5,215,700
900 Revenue adjustments	0	0		0		0	20,000		-20,000		20,000
Total Revenues	8,036,045	3,663,529		4,372,516	45.59	7,301,211	3,518,067		3,783,144	48.18	8,339,134
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	2,146,618	996,106		1,150,511	46.40	1,791,908	977,536		814,372	54.55	2,170,942
200 Benefits	1,193,987	539,354		654,633	45.17	1,023,341	537,426		485,915	52.52	1,071,645
300 Purchased Services	213,097	74,792	69,073	69,233	35.10	155,100	87,126	21,094	46,881	56.17	162,734
400 Supplies	4,260,349	2,160,239	1,837,605	262,505	50.71	4,105,740	2,191,270	1,583,551	330,919	53.37	4,711,104
500 Capital Outlay	151,264	164,560	2,150	-15,446	108.79	244,500	778	8,222	235,500	0.32	8,038
800 Operating Transfers Out	0	0		0		0	0		0		0
900 Other objects	70,730	35,721	0	35,009	50.50	0	32,360		-32,360		88,759
Total Expenditures	8,036,045	3,970,771	1,908,827	2,156,446	49.41	7,320,589	3,826,495	1,612,866	1,881,228	52.27	8,213,222
Net Revenue/Expenses	0	-307,242				-19,378	-308,428				125,912
Fund Balance - Ending	480,864	173,622				335,574	46,524				480,864

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 60 Student Activity Fund

----- 2012 -----					----- 2011 -----						
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0				0	0				
200 Local revenues	0	0		0		0	0		0		0
Total Revenues	0	0		0		0	0		0		0
----- 2012 -----					----- 2011 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	0	5,394		-5,394		0	2,478		-2,478		306
200 Benefits	0	987		-987		0	374		-374		8
300 Purchased Services	0	0		0		0	201		-201		0
400 Supplies	0	-326,070	46,709	279,361		0	-328,552	31,179	297,373		-314
500 Capital Outlay	0	0		0		0	0		0		0
Total Expenditures	0	-319,689	46,709	272,980		0	-325,500	31,179	294,321		0
Net Revenue/Expenses	0	319,689				0	325,500				0
Fund Balance - Ending	0	319,689				0	325,500				0

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 70-79 Trust Funds

----- 2012 -----					----- 2011 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	-20,647,212	-20,647,212			-21,844,499	-21,844,499			
200 Local revenues	4,682,760	8,869	4,673,891	0.19	4,949,239	381	4,948,857	0.01	5,025,440
900 Revenue adjustments	0	6,331,061	-6,331,061		0	0	0		0
Total Revenues	4,682,760	6,339,930	-1,657,170	135.39	4,949,239	381	4,948,857	0.01	5,025,440

----- 2012 -----					----- 2011 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
200 Benefits	3,370,000	1,889,237		1,480,763	56.06	3,370,000	2,183,896		1,186,104	64.80	3,368,164
300 Purchased Services	310,000	744,239		-434,239	240.08	310,000	219,073	113,691	-22,765	70.67	451,552
600 Debt Services	0	6,000		-6,000		0	6,000		-6,000		6,000
900 Other objects	0	0		0		0	0		0		5
Total Expenditures	3,680,000	2,639,476		1,040,524	71.72	3,680,000	2,408,969	113,691	1,157,340	65.46	3,825,721
Net Revenue/Expenses	1,002,760	3,700,454				1,269,239	-2,408,588				1,199,719
Fund Balance - Ending	-19,644,452	-16,946,758				-20,575,260	-24,253,087				-20,643,868

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 81 Recreation Services Program

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	257,109	257,109				298,389	298,389				
200 Local revenues	452,419	383,662		68,757	84.80	452,419	383,103		69,316	84.68	432,730
Total Revenues	452,419	383,662		68,757	84.80	452,419	383,103		69,316	84.68	432,730
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	323,925	146,567		177,359	45.25	317,610	163,270	0	154,340	51.41	276,837
200 Benefits	137,621	65,999		71,622	47.96	123,030	72,682	0	50,348	59.08	138,086
300 Purchased Services	48,700	16,495	5,381	26,824	33.87	48,700	16,893	5,606	26,202	34.69	36,032
400 Supplies	19,900	3,900	417	15,582	19.60	19,900	4,269	1,875	13,755	21.45	12,391
500 Capital Outlay	17,800	4,575	4,865	8,360	25.70	17,800	7,305	9,135	1,360	41.04	7,665
900 Other objects	4,000	927		3,073	23.17	4,000	987		3,013	24.67	2,999
Total Expenditures	551,946	238,462	10,663	302,821	43.20	531,040	265,406	16,616	249,019	49.98	474,010
Net Revenue/Expenses	-99,527	145,200				-78,621	117,697				-41,280
Fund Balance - Ending	157,582	402,309				219,768	416,086				257,109

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 82 Athletic Venues

----- 2012 -----					----- 2011 -----						
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	7,630	7,630				2,187	2,187				
200 Local revenues	29,125	20,863		8,262	71.63	29,125	18,730		10,395	64.31	23,544
Total Revenues	29,125	20,863		8,262	71.63	29,125	18,730		10,395	64.31	23,544
----- 2012 -----					----- 2011 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	10,000	7,113		2,887	71.13	10,000	8,841		1,159	88.41	12,431
200 Benefits	0	1,067		-1,067		0	1,776		-1,776		2,424
300 Purchased Services	10,000	3,406		6,594	34.06	10,000	3,300		6,700	33.00	5,879
400 Supplies	2,148	0		2,148	0.00	2,148	1,396		752	65.01	2,367
500 Capital Outlay	0	0		0		0	-5,000		5,000		-5,000
Total Expenditures	22,148	11,585		10,563	52.31	22,148	10,314		11,834	46.57	18,101
Net Revenue/Expenses	6,977	9,278				6,977	8,416				5,443
Fund Balance - Ending	14,607	16,907				9,164	10,604				7,630

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 83 Community Services Program

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	68,391	68,391				53,749	53,749				
200 Local revenues	1,624,421	1,624,421		0	100.00	1,624,421	1,624,422		-1	100.00	1,624,422
Total Revenues	1,624,421	1,624,421		0	100.00	1,624,421	1,624,422		-1	100.00	1,624,422
----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	419,928	180,135		239,793	42.90	330,160	166,645		163,515	50.47	306,402
200 Benefits	174,923	69,548		105,374	39.76	150,229	77,651		72,577	51.69	147,253
300 Purchased Services	301,372	26,457	221,423	53,492	8.78	304,978	120,679	160,450	23,848	39.57	287,948
400 Supplies	35,570	7,424	4,816	23,330	20.87	26,126	5,058	0	21,068	19.36	15,970
500 Capital Outlay	761,019	2,273	0	758,746	0.30	866,677	0		866,677	0.00	852,207
Total Expenditures	1,692,812	285,838	226,239	1,180,735	16.89	1,678,170	370,035	160,450	1,147,684	22.05	1,609,779
Net Revenue/Expenses	-68,391	1,338,583				-53,749	1,254,387				14,643
Fund Balance - Ending	0	1,406,974				0	1,308,136				68,391

Budget to Actual Comparison Report by Fund Groups**2011 - 2012 Fund Summary Budget**

For the Period Ended 1/31/2012

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Fund 85 CLC After School Program

----- 2012 -----					----- 2011 -----						
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal		
Fund Balance - Beginning	324,563	324,563			396,141	396,141					
200 Local revenues	0	-4,524	4,524		0	23,440	-23,440		90,066		
500 Intermediate revenues	0	20,370	-20,370		0	24,001	-24,001		61,442		
Total Revenues	0	15,846	-15,846		0	47,441	-47,441		151,508		
----- 2012 -----					----- 2011 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	0	-55		55		0	0		0		89,766
200 Benefits	0	0		0		0	0		0		7,043
300 Purchased Services	0	0		0		0	0		0		86,073
400 Supplies	0	0		0		0	0		0		40,205
Total Expenditures	0	-55		55		0	0		0		223,087
Net Revenue/Expenses	0	15,901				0	47,441				-71,579
Fund Balance - Ending	324,563	340,463				396,141	443,582				324,563

Kenosha Unified School District No 1
Budget to Actual Comparison Report
2011 - 2012 District Summary Budget
For the Period Ended 1/31/2012

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All Funds

----- 2012 -----						----- 2011 -----					
Source	Budget	Actual		Balance	% Rec	Budget	Actual		Balance	% Rec	Fiscal
Fund Balance - Beginning	2,311,599	2,311,599				24,627,071	24,627,071				
100 Operating Transfers In	30,278,666	500,000		29,778,666	1.65	29,269,597	500,000		28,769,597	1.71	30,498,836
200 Local revenues	104,349,054	96,748,382		7,600,672	92.72	106,598,850	97,957,387		8,641,463	91.89	106,346,398
300 Interdistrict revenues	320,000	0		320,000	0.00	306,000	0		306,000	0.00	337,698
500 Intermediate revenues	59,500	82,146		-22,646	138.06	81,517	65,048		16,469	79.80	139,924
600 State aid	155,233,942	60,932,714		94,301,228	39.25	164,521,176	64,247,757		100,273,419	39.05	164,918,630
700 Federal aid	24,820,926	7,464,202		17,356,724	30.07	31,376,390	6,160,807		25,215,583	19.64	28,701,242
800 Debt proceeds	0	77,369		-77,369		9,500,000	0		9,500,000	0.00	9,500,000
900 Revenue adjustments	1,544,347	6,638,043		-5,093,696	429.83	1,261,813	300,293		961,519	23.80	2,485,103
Total Revenues	316,606,435	172,442,856		144,163,579	54.47	342,915,344	169,231,293		173,684,051	49.35	342,927,831

----- 2012 -----						----- 2011 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	146,482,309	74,423,722	420	72,058,167	50.81	149,409,701	79,298,291	17,632	70,093,778	53.07	154,564,651
200 Benefits	85,421,968	41,631,513		43,790,455	48.74	89,701,493	44,028,723	255	45,672,515	49.08	92,357,597
300 Purchased Services	25,987,768	15,121,584	7,605,008	3,261,176	58.19	42,260,930	22,709,359	12,217,002	7,334,569	53.74	38,489,379
400 Supplies	16,407,070	5,892,231	3,218,098	7,296,740	35.91	18,805,214	9,332,303	2,717,536	6,755,375	49.63	18,344,804
500 Capital Outlay	3,081,360	1,501,360	629,796	950,205	48.72	3,622,490	1,578,600	448,483	1,595,407	43.58	3,896,236
600 Debt Services	17,267,894	3,098,787		14,169,107	17.95	25,968,686	3,525,496		22,443,190	13.58	26,224,003
700 Insurance	1,326,707	1,098,281	0	228,426	82.78	596,707	454,522	0	142,185	76.17	568,192
800 Operating Transfers Out	30,759,834	500,000		30,259,834	1.63	29,269,597	500,000		28,769,597	1.71	30,498,836
900 Other objects	1,188,242	65,072	540	1,122,630	5.48	390,391	119,531	3,908	266,952	30.62	302,073
Total Expenditures	327,923,153	143,332,551	11,453,862	173,136,740	43.71	360,025,208	161,546,826	15,404,815	183,073,567	44.87	365,245,771
Net Revenue/Expenses	-11,316,718	29,110,305				-17,109,865	7,684,467				-22,317,940
Fund Balance - Ending	-9,005,119	31,421,904				7,517,206	32,311,538				2,310,043

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012

Curriculum/Program and Audit/Budget/Finance Standing Committees

HEAD START FEDERAL GRANT REQUEST FOR THE 2012-2013 SCHOOL YEAR

Approval from the Board of Education is requested to submit and implement the Head Start Federal Grant for the 2012-2013 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 Child Development Program.

Grant Title

Federal Head Start Grant

Funding Source

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

Grant Time Period

July 1, 2012 to June 30, 2013

Purpose

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 330 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.

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 and communities have the skills and knowledge necessary to support development and learning in children which directly correlates to the district's Transformational Plan and following goals:

- Improve student achievement.
- Expand collaborative partnerships with families, community, and industry.
- Secure resources to support learning.

Head Start defines school readiness as children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life.

Fiscal Impact

See attached Fiscal Impact statement.

Changes in Program Service

At this time no changes in providing Head Start services are planned. Increased insurance costs, district layoffs and reassignments may impact the budget and require revisions to current programming. If this occurs the budget will be revised as needed.

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 will be monitored within the Head Start Child Development and Early Learning Framework in eight domains. The progress of every child is reported to parents/guardians three times during the school year. The outcomes measured are aligned with core standards.
- Semi-annual Program Report to the Policy Council and School Board.
- Semi-annual 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.
- The Head Start program conducts an annual self-assessment in January to determine strengths and areas that are in need of improvement.

Staff Persons involved in preparation of the grant application:

Belinda Grantham, Pre-School Administrator
Kim Kurklis, Interim Chavez Center Director
Lynda Dower, Family & Community Coordinator
Samantha McGovern, Education and Interim Disabilities Coordinator
Carrie Young, Policy Council President
Jodee Rizzitano, Health Coordinator

Administrative Recommendation

Administration recommends that the Curriculum/Program and Audit/Budget/Finance Committees forward this request to the full Board for approval of the 2012-2013 Federal Head Start Grant.

Dr. Michele Hancock
Superintendent of Schools

Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

Belinda Grantham
Pre-School Administrator

Kim Kurklis
Interim Chavez Center Director

Fiscal, Facilities and Personnel Impact Statement

Title: Head Start Federal Grant Request

Budget Year: 2012-2013

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 2012-2013 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.
- Funding for the lease of the Cesar 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	\$785,948.00
200's	Fringes	\$639,096.00
300's	Purchased Services	\$181,300.00
400's	Non-Capital Objects	\$148,369.00
500's	Capital Objects	\$168,755.00

	Dues/Fees	\$75,563.00
	TOTAL	\$1,999,031.00

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

FUNDING SOURCES
Select Funding Sources:

Kenosha Unified School District No. 1
Kenosha, Wisconsin

March 13, 2012
Curriculum/Program and Audit/Budget/Finance Committees

Request to submit 21st Century Community Learning Center (CLC) Program
Grant Application for 2012-2013 SY

School Board approval is requested to submit the following grants:

- New five-year competitive grants: **Grewenow** (100K), **Roosevelt** (100K), and **McKinley Elementary** (100K)
- Continuation grants: **Brass** (50K), **EBSOLA** (50K), **Grant** (100K), **Jefferson** (100K), **Vernon** (100K), **Wilson** (50K) & **Lincoln Middle** (100K) and **Washington Middle** (100K)
- Third cycle grants: (newly implemented) for **Frank Elementary** (50K)
- Total amount of request: \$1M

Grant Title: Elementary and Secondary Act – Title IV, 21st Century Schools

Grant Funding Source: State of Wisconsin, Department of Public Instruction (DPI)

Grant Time Period: July 01, 2012 – June 30th, 2013 with an opportunity to maintain each funded proposal for five years pending state funding and successful completion of grant requirements

Type of Project

21st CCLC is a federally funded program where funding is funneled to states in order to facilitate competitive grant processes for school districts to offer out-of-school time programming. Activities are intended to serve students at schools with high poverty rates, concentrated numbers of students of color and English Language Learners, which are typically associated with lower achievement (per Wisconsin Knowledge and Concepts Examination scores).

All 21st CCLC programs in Kenosha will continue to provide a safe-haven for children during out-of-school time which includes: before school, after school from 3pm- 6pm, early release days, half days, and summer. The combination of academic assistance, 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 to name a few.

Program Description

Schools offer enrollment for CLC at the beginning of the year during Open House. The number of seats available fluctuate from school to school and year to year. Priority is given to students who exhibit higher needs for academic assistance as defined by the Principal and the Academic Coordinator. Students report to CLC at dismissal for attendance and a nutritious snack (provided by KUSD Food Services). Immediately following, students identified for the students attend the first hour of programming, Power Hour, where they work in small groups with certified day time teachers on planned activities that are linked to the regular school day learning. Other students attend the homework help sessions. After snack and Power Hour, students participate in enrichment activities hosted by the Boys and Girls Club of Kenosha in four of their five core areas including: The Arts, Fitness, Health & Life Skills, and Character & Leadership. Students also participate in many field trips, experience new things, and benefit from many incentive based projects around attendance, behavior, and participation (all key to academic growth).

Outcomes - 21st Century CLC Annual Performance Review 2011-2012

- Students who participate in CLC on a regular and consistent basis are exposed to a total of 54 more days of a learning environment.
- At all eleven sites, regular CLC students had a higher rate of attendance than non-CLC students. **(Transformational Goal #1)**
- CLC can serve as a Tier II intervention as certified day time teachers assist students in gaining skills through small group instruction in one-hour sessions three times per week. **(Transformational Goal #2)**
- Student Intervention Teams (SIT) with the direction from Elementary Principals regularly refer students to CLC, which demonstrates their belief that CLC helps to increase students' academic progress & behavior
- 94% of parents surveyed believed that CLC helped their students academically and 88% stated that their child completed homework and this was extremely helpful for them.
- 67% of teachers reported that students who attended CLC completed their homework more often.
- Nearly 3,000 students attended CLC last year at the elementary and middle school levels.

Budget - Sustainability of CLC Programs

- In short, it is extremely important that we consider how to sustain meaningful programs for our students. One major task for sustainability is to create a diversified funding stream. To date, we currently utilize many sources to administer the 21st CCLC program: CLC grants (DPI), district funds (Fund10), Title I, small student fees, Wisconsin Childcare Subsidy, and In-Kind contributions from our community partners such as the Boys and Girls Club of

Kenosha. **(Transformational Goal # 3)** See 2012-2013 Anticipated Funding Chart Below

- Another important factor of sustainability is to strengthen our partnerships with our community. In doing so, we are can communicate a shared vision which can leverage additional support. CLC is one of the largest demonstrations of partnerships in the district. **(Transformational Goal #3)**
- Increase and update stakeholders on the value of our program.
- Finally, we continue to seek additional funding sources and maximize current resources by writing additional small grants when feasible. We also work with our partners to extend the relationships beyond a “pay for service” model. **(Transformational Goal #3)**

2012-2013 Anticipated Funding

21 st CCLC Grants	\$1,000,000 (See Above)
District Support – Fund 10	\$80,000
Wisconsin Childcare Subsidy	\$60,000
Small Parent Fees	\$55,000
Title I	\$50,000
In Kind Support/Community Organizations	\$28,000
Total for CLC Project	\$1,273,000

Administrative Recommendation

The 21st Century Community Learning Center grant applications are due to the State of Wisconsin-DPI by March 30th, 2012. Administration recommends that the Curriculum/Program and Audit/Budget/Finance Standing Committees forward this grant to the full Board for approval.

Dr. Michele Hancock
Superintendent of Schools

Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

Lautauscha Shell, MSW
Coordinator, Student Engagement and Equity

Fiscal, Facilities and Personnel Impact Statement

Title:	21st Century Community Learning Center Grant	Budget Year:	2012-2013
Department:	Student Engagement & Equity/CLC	Budget Manager:	Lautauscha Shell

REQUEST

We are seeking funding from the State of Wisconsin-Department of Public Instruction, in order to provide high-quality afterschool programs to students in Kenosha.

RATIONALE/ INSTRUCTIONAL FOCUS

The 21st CCLC program allows low performing schools the opportunity to provide high-quality afterschool programs. Students who attend the program receive academic assistance and have the opportunity to build resiliency skills through activities hosted by community partner agencies like the Boys and Girls Club of Kenosha. Historically, students who attend CLC have a higher rate of attendance, receive an additional 49 days of learning environment beyond the school day, receive ample support during homework time, and experience new things.

IMPACT

This grant will provide:

**Funding for staff (Administrators, Teachers) to administer, coordinate, and implement the academic program portion

**Funding for support staff (Educational Support Professional) for the instructional portion of the program

***Funding to support purchased services through contracts with community based organizations and enrichment

***Funding for all supplies

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	\$300,000.00
200's	Fringes	\$55,000.00
300's	Purchased Services	\$475,000.00
400's	Non-Capital Objects	\$155,000.00
500's	Capital Objects	\$15,000.00
		\$0.00
	TOTAL	\$1,000,000.00

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

FUNDING SOURCES
Select Funding Sources:
\$300K New Funding, \$650K Reallocation, and \$50K Additional Funding

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KENOSHA UNIFIED SCHOOL BOARD
CURRICULUM/PROGRAM MEETING
Educational Support Center – Room 110
January 10, 2012
MINUTES

A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mr. Gallo was called to order at 6:42 P.M. with the following Committee members present: Ms. P. Stevens, Mrs. Taube, Ms. Reed, Ms. Anderson, Mrs. Daghfal, Mr. Martinelli, and Mr. Gallo. Dr. Hancock was also present. Ms. Spaay was excused. Mr. Simpkins and Mr. Caracciolo were absent.

Approval of Minutes – December 6, 2011 Meeting

Mrs. Taube moved to approve the minutes as contained in the agenda. Ms. Reed seconded the motion. Unanimously approved.

Information Items

Ms. Belinda Grantham, Director of Preschool, and Ms. Melody Orban, Head Start Administrator, presented the Head Start Semi-Annual Report as contained in the agenda and answered questions from the Committee members.

Future Agenda Items

Mrs. Taube requested that information on the Creative Curriculum Assessment Tool be provided.

Meeting adjourned at 6:50 P.M.

Stacy Schroeder Busby
School Board Secretary

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KENOSHA UNIFIED SCHOOL DISTRICT NO.1
Kenosha, Wisconsin

March 13, 2012
Curriculum/Program Standing Committee

**Wisconsin Department of Health Services
Youth Tobacco Survey**

In 2012 Wisconsin will conduct a statewide survey of middle and high school student to monitor trends in tobacco use and prevention efforts among Wisconsin's students. The Youth Tobacco Survey will provide essential information for developing and strengthening effective programs directed at lowering tobacco use rates among students.

Districts who receive the Wisconsin Department of Public Instruction Alcohol and Other Drug Abuse (AODA) Program Grant Funds are randomly selected to participate in the survey. Assurance #9 on page 2 of the AODA Program Grant indicates:

"The school district will cooperate in carrying out any evaluation of this program conducted by or for the state educational agency, the secretary, or other federal officials."

The District has been awarded the AODA Program Grant since 1990. Currently, the District is in the first year of a two-year AODA Program Grant award. The Wisconsin Department of Health Services will conduct the survey, through a contract with the University of Wisconsin Milwaukee. Two district schools have been randomly selected through a computerized sample drawn by the U.S. Centers for Disease Control and Prevention. The district schools, that have been randomly selected to participate in the survey, have been contacted directly.

The Wisconsin Department of Health Services contracts with the University of Wisconsin-Milwaukee to administer the survey. UW-Milwaukee Youth Tobacco Survey Administrator Scott Davis is in charge of the implementation and data collection. Proctors are sent from the University of Wisconsin-Milwaukee to administer the survey at each school site across the state. Survey procedures are designed to protect the privacy of students through anonymous and voluntary participation. Parents have the opportunity to sign and return a form indicating that they do not want their child participating in the survey. Students can decline to participate as well. In addition, students will have the option to skip questions and/or may stop participating in the survey at any point. Upon completion, the UW-Milwaukee Proctors will collect the surveys and bring them to the UW-Milwaukee to compile the data. Each school participating in the state sample sizing will be anonymous. The report will not mention any school's name.

Informational letters will be sent to the parents of the students in the randomly selected classrooms with a passive consent form. The letters will include the Survey Fact Sheet provided by the Department of Health Services. Surveys will be available at the school site in the main office for parents to review.

Included in this information packet is:

- 1) Passive Parental Permission Form
- 2) Survey Fact Sheet

This informational report is for the Curriculum/Program Committee. The district will proceed with the process of implementing the survey by May 2012.

Dr. Michele Hancock
Superintendent of Schools

Daniel Tenuta
Assistant Superintendent School Leadership

Gary Vaillancourt
Chief Communication Officer

Patricia Demos
Community School Relations Manager

Wisconsin Department of Health Services

2010 Wisconsin Youth Tobacco Survey (YTS)

High School Fact Sheet



The Wisconsin YTS is a comprehensive measure of youth awareness, attitudes, and behaviors related to tobacco use. The purpose of this survey is to monitor trends of these attitudes and behaviors to assist in improving youth programs and initiatives. The 2010 Wisconsin YTS was funded by the Department of Health Services, Tobacco Prevention and Control Program.

The Wisconsin YTS is a school-based survey of students in grades 9-12, conducted every other spring semester of the academic year since the 1999-2000 school year. Fifty schools were randomly selected in 2010 to participate in this survey. Classrooms in the selected schools were also randomly selected. All students in the selected classes were eligible to participate. The overall high school response rate for the 2010 YTS was 86%. A total of 1,758 of the 1,971 sampled students completed the survey.

Prevalence

- 52.0% of students have used a tobacco product in their lifetime (9th grade=36.1%, 10th grade=51.4%, 11th grade=54.1%, 12th=65.7%)
- 41.6% have smoked cigarettes in their lifetime (Male=40.2%, Female=43.1%)
- 25.6% currently use a tobacco product (Male=28.1%, Female=22.6%)
- 17.7% currently smoke cigarettes (9th grade=10.1%, 10th grade=18.4%, 11th grade=16.2%, 12th=25.6%)
- 11.2% currently smoke cigars (Male=15.1%, Female=6.8%)

Smokeless Tobacco

- 7.1% currently use smokeless tobacco or chew (Male=11.2%, Female=2.6%)
- 18.5% have used smokeless tobacco (Male=24.9%, Female=11.6%)
- 39.4% current smokeless users live with someone who also uses smokeless tobacco (Male=41.4%, Female=34.3%)

Second-Hand Smoke Exposure

- 38.1% live in homes where others smoke
- 59.5% rode in a car or were in the same room with someone who was smoking During the past 7 days

Cessation – Current Smokers

- 52.1% want to stop smoking
- 58.1% attempted to quit smoking at least once during the past 12 months
- 8.5% participated in a program to help quit using tobacco

Media

- 67.8% have seen or heard anti-smoking commercials during the past 30 days
- 83.7% who use the internet, watch TV, or go to the movies have seen ads for tobacco products

School

- 52.8% were taught in class about the dangers of tobacco use
- 4.8% smoked on school property in the past month

Community

- 11.0% participated in a community event to discourage people from using tobacco during the past 12 months

Access and Availability – Current Smoker < 18 years old

- 6.7% bought cigarettes in a store within last 30 days
- 32.6% gave money to someone else to buy the cigarettes
- 71.1% who bought cigarettes in a store were not asked to show proof of age

High School Highlights

- The current smoking rate has decreased 15% from 2008 to 2010.
- The current smoking rate was 33% in 2000 compared to 17.7% in 2010.
- The current use of any tobacco product was 39% in 2000 compared to 25.6% in 2010.
- 7.1% of public high school students are current users of smokeless tobacco.
- Over half of current smokers want to stop smoking in 2010.
- Nearly 68% of students saw or heard anti-smoking media messages in the past month.
- In 2010, 52.8% of students were taught about the dangers of tobacco in class.
- 24% of non-smokers are susceptible to becoming smokers.

Wisconsin Department of Health Services, Division of Public Health (PPH 43092 Rev. 07/10)

Wisconsin Tobacco Prevention and Control Program

Phone: (608) 266-9708 Website: <http://dhs.wisconsin.gov/tobacco>

Wisconsin Department of Health Services
2010 Wisconsin Youth Tobacco Survey (YTS)
Middle School Fact Sheet



The Wisconsin YTS is a comprehensive measure of youth awareness, attitudes, and behaviors related to tobacco use. The purpose of this survey is to monitor trends of these attitudes and behaviors to assist in improving youth programs and initiatives. The 2010 Wisconsin YTS was funded by the Department of Health Services, Tobacco Prevention and Control Program.

The Wisconsin YTS is a school-based survey of students in grades 6-8, conducted every spring semester of the academic year since the 1999-2000 school year. Fifty schools were randomly selected in 2010 to participate in this survey. Classrooms in the selected schools were also randomly selected. All students in the selected classes were eligible to participate. The overall middle school response rate for the 2010 YTS was 90.0%. A total of 1,896 of the 2,051 sampled students completed the survey.

Prevalence

- 23.6% of students have used a tobacco product in their lifetime (6th grade=16.0%, 7th grade=24.4%, 8th grade=30.0%)
- 15.7% have smoked cigarettes in their lifetime (6th grade=7.5%, 7th grade=16.8%, 8th grade=22.2%)
- 7.1% currently use a tobacco product (Male=7.7%, Female=6.4%)
- 3.9% currently smoke cigarettes (6th grade=1.1%, 7th grade=3.4%, 8th grade=7.0%) (Male=4.2%, Female=3.6%)
- 2.6% Currently smoke cigars (Male=3.3%, Female=2.0%)

Smokeless Tobacco

- 1.8% currently use smokeless tobacco or chew (Male=2.7%, Female=0.8%)
- 6.7% have used smokeless tobacco (Male=8.5%, Female=4.9%)
- 49.3% current smokeless users live with someone who also uses smokeless tobacco (Male=48.0%, Female=53.7%)

Second-Hand Smoke Exposure

- 38.1% live in homes where others smoke
- 47.4% were in the same room or rode in a car with someone who was smoking
- 92.9% think that smoke from other people's cigarettes is harmful to them

Cessation – Current Smokers

- 49.4% want to stop smoking
- 61.9% attempted to quit smoking at least once during the past 12 months
- 8.9% participated in a program to help quit using tobacco

Media

- 53.6% have seen or heard anti-smoking commercials during the past 30 days
- 80.8% who use the internet, watch TV, or go to the movies have seen ads for tobacco products

School

- 68.1% were taught in class about the dangers of tobacco use
- 1.4% smoked on school property in the past month

Community

- 16.6% participated in a community event to discourage people from using tobacco during the past 12 months

Access and Availability – Current Smoker < 18 years old

- 11.9% get cigarettes by taking from a store or family member
- 21.9% gave money to someone else to buy cigarettes during the past 30 days

Middle School Highlights

- The current smoking rate has decreased 9% from 2008 to 2010.
- The current smoking rate was 12% in 2000 compared to 3.9% in 2010.
- 3.9% of public middle school youth are current cigarette smokers.
- 7.1% currently use any tobacco product.
- In 2010, 1.8% of middle school students use smokeless tobacco.
- Nearly half of current smokers want to stop smoking.
- 53.6% of students saw or heard anti-smoking media messages in the past month.
- Some 68% of students were taught about the dangers of tobacco in class.
- 18.8% of non-smokers are susceptible to becoming smokers.

Wisconsin Department of Health Services, Division of Public Health (PPH 43091 Rev. 07/10)
 Wisconsin Tobacco Prevention and Control Program
 Phone: (608) 266-9708 Website: <http://dhs.wisconsin.gov/tobacco>

Wisconsin Youth Tobacco Survey (YTS) 2012 Questionnaire

This survey is about tobacco. We would like to know about you and things you do that may affect your health. Your answers will be used for programs for young people like yourself.

DO NOT write your name on this survey. The answers you give will be kept private.

NO one will know what you write. Answer the questions based on what you really do and know.

Completing the survey is voluntary. Whether or not you answer the questions will not affect your grade in this class. Try to answer all the questions. If you do not want to answer a question, just leave it blank. There are no wrong answers.

The questions that ask about your background will only be used to describe the types of students completing this survey. The information will not be used to find out your name. No names will ever be reported.

Please read every question. Try to answer all the questions. Fill in the circles in the booklet completely. When you are finished, follow the instructions of the person giving you the survey.

Thank You Very Much For Your Help.

The first questions ask for some background information about you

1. How old are you?
 - A. 9 years old
 - B. 10 years old
 - C. 11 years old
 - D. 12 years old
 - E. 13 years old
 - F. 14 years old
 - G. 15 years old
 - H. 16 years old
 - I. 17 years old
 - J. 18 years old
 - K. 19 years old or older

2. What is your sex?
 - A. Female
 - B. Male

3. What grade are you in?
 - A. 6th
 - B. 7th
 - C. 8th
 - D. 9th
 - E. 10th
 - F. 11th
 - G. 12th
 - H. Ungraded or other grade



4. Are you Hispanic or Latino?
 - A. No
 - B. Yes, I am Mexican, Mexican American, or Chicano
 - C. Yes, I am Puerto Rican
 - D. Yes, I am Cuban or Cuban American
 - E. Yes, I am some other Hispanic or Latino not listed here

5. What race or races do you consider yourself to be? (You can **CHOOSE ONE ANSWER** or **MORE THAN ONE ANSWER**)
 - A. American Indian or Alaska Native
 - B. Asian
 - C. Black or African American
 - D. Native Hawaiian or Other Pacific Islander
 - E. White

6. During the last 30 days, about how much money did you have **each week** to spend any way you want to?
 - A. None
 - B. Less than \$1
 - C. \$1 to \$5
 - D. \$6 to \$10
 - E. \$11 to \$20
 - F. \$21 to \$50
 - G. More than \$50

The next six sets of questions ask about your use of certain tobacco products

Cigarettes

7. Have you ever tried cigarette smoking, even one or two puffs?
 - A. Yes
 - B. No

8. Do you think you will smoke a cigarette in the next year?
 - A. Definitely yes
 - B. Probably yes
 - C. Probably not
 - D. Definitely not

9. Do you think that you will try a cigarette soon?
 - A. I have already tried smoking cigarettes
 - B. Yes
 - C. No

10. If one of your best friends were to offer you a cigarette, would you smoke it?
 - A. Definitely yes
 - B. Probably yes
 - C. Probably not
 - D. Definitely not

11. How old were you when you **first** tried cigarette smoking, even one or two puffs?
- A. I have never smoked cigarettes, not even one or two puffs
 - B. 8 years old or younger
 - C. 9 years old
 - D. 10 years old
 - E. 11 years old
 - F. 12 years old
 - G. 13 years old
 - H. 14 years old
 - I. 15 years old
 - J. 16 years old
 - K. 17 years old
 - L. 18 years old
 - M. 19 years old or older

12. About how many cigarettes have you smoked in your **entire** life?
- A. I have never smoked cigarettes, not even one or two puffs
 - B. 1 or more puffs but never a whole cigarette
 - C. 1 cigarette
 - D. 2 to 5 cigarettes
 - E. 6 to 15 cigarettes (about 1/2 a pack total)
 - F. 16 to 25 cigarettes (about 1 pack total)
 - G. 26 to 99 cigarettes (more than 1 pack, but less than 5 packs)
 - H. 100 or more cigarettes (5 or more packs)

13. During the **past 30 days**, on how many days did you smoke cigarettes?
- A. 0 days
 - B. 1 or 2 days
 - C. 3 to 5 days
 - D. 6 to 9 days
 - E. 10 to 19 days
 - F. 20 to 29 days
 - G. All 30 days

14. During the past 30 days, **on the days you smoked**, how many cigarettes did you smoke per day?
- A. I did not smoke cigarettes during the past 30 days
 - B. Less than 1 cigarette per day
 - C. 1 cigarette per day
 - D. 2 to 5 cigarettes per day
 - E. 6 to 10 cigarettes per day
 - F. 11 to 20 cigarettes per day
 - G. More than 20 cigarettes per day

15. When was the last time you smoked a cigarette, even one or two puffs? (**PLEASE CHOOSE THE FIRST ANSWER THAT FITS**)
- A. I have never smoked cigarettes, not even one or two puffs
 - B. Earlier today
 - C. Not today but sometime during the past 7 days
 - D. Not during the past 7 days but sometime during the past 30 days
 - E. Not during the past 30 days but sometime during the past 6 months
 - F. Not during the past 6 months but sometime during the past year
 - G. 1 to 4 years ago
 - H. 5 or more years ago

16. During the past 30 days, what brand of cigarettes did you usually smoke? (**CHOOSE ONLY ONE ANSWER**)
- A. I did not smoke cigarettes during the past 30 days
 - B. I did not smoke a usual brand
 - C. American Spirit
 - D. Camel
 - E. GPC, Basic, or Doral
 - F. Kool
 - G. Lucky Strike
 - H. Marlboro
 - I. Newport
 - J. Parliament
 - K. Virginia Slims
 - L. Some other brand not listed here

17. Menthol cigarettes are cigarettes that taste like mint. During the past 30 days, were the cigarettes that you usually smoked menthol?
- A. I did not smoke cigarettes during the past 30 days
 - B. Yes
 - C. No
 - D. Not sure

18. During the past 30 days, how did you get your own cigarettes? (**You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER**)
- A. I did not smoke cigarettes during the past 30 days
 - B. I bought them myself
 - C. I had someone else buy them for me
 - D. I borrowed or bummed them
 - E. Someone gave them to me without my asking
 - F. I took them from a store or another person
 - G. I got them some other way

19. During the **past 30 days**, where did you **buy** your own cigarettes? (You can **CHOOSE ONE ANSWER** or **MORE THAN ONE ANSWER**)

- A. I did not buy cigarettes during the past 30 days
- B. A gas station
- C. A convenience store
- D. A grocery store
- E. A drugstore
- F. A vending machine
- G. Over the Internet
- H. Through the mail
- I. Some other place not listed here

20. During the **past 30 days**, did anyone **refuse** to sell you cigarettes because of your age?

- A. I did not try to buy cigarettes during the past 30 days
- B. Yes
- C. No

Cigars

21. Have you **ever tried** smoking cigars, cigarillos, or little cigars, even one or two puffs?

- A. Yes
- B. No

22. How old were you when you **first tried** smoking a cigar, cigarillo, or little cigar, even one or two puffs?

- A. I have never smoked cigars, cigarillos, or little cigars, not even one or two puffs
- B. 8 years old or younger
- C. 9 years old
- D. 10 years old
- E. 11 years old
- F. 12 years old
- G. 13 years old
- H. 14 years old
- I. 15 years old
- J. 16 years old
- K. 17 years old
- L. 18 years old
- M. 19 years old or older

23. During the **past 30 days**, on how many days did you smoke cigars, cigarillos, or little cigars?

- A. 0 days
- B. 1 or 2 days
- C. 3 to 5 days
- D. 6 to 9 days
- E. 10 to 19 days
- F. 20 to 29 days
- G. All 30 days

24. During the **past 30 days**, how did you get your own cigars, cigarillos, or little cigars? (You can **CHOOSE ONE ANSWER** or **MORE THAN ONE ANSWER**)

- A. I did not smoke cigars, cigarillos, or little cigars during the past 30 days
- B. I bought them myself
- C. I had someone else buy them for me
- D. I borrowed or bummed them
- E. Someone gave them to me without my asking
- F. I took them from a store or another person
- G. I got them some other way

25. During the **past 30 days**, where did you **buy** your own cigars, cigarillos, or little cigars? (You can **CHOOSE ONE ANSWER** or **MORE THAN ONE ANSWER**)

- A. I did not buy cigars, cigarillos, or little cigars during the past 30 days
- B. A gas station
- C. A convenience store
- D. A grocery store
- E. A drugstore
- F. A vending machine
- G. Over the Internet
- H. Through the mail
- I. Some other place not listed here

Smokeless Tobacco

26. Have you **ever used** chewing tobacco, snuff, or dip, **such as** Redman, Levi Garrett, Beechnut, Skoal, Skoal Bandits, or Copenhagen, even just a small amount?

- A. Yes
- B. No

27. How old were you when you **used** chewing tobaccos, snuff, or dip for the first time?

- A. I have never used chewing tobacco, snuff, or dip
- B. 8 years old or younger
- C. 9 years old
- D. 10 years old
- E. 11 years old
- F. 12 years old
- G. 13 years old
- H. 14 years old
- I. 15 years old
- J. 16 years old
- K. 17 years old
- L. 18 years old
- M. 19 years old or older

28. During the **past 30 days**, on how many days did you use chewing tobacco, snuff, or dip?

- A. 0 days
- B. 1 or 2 days
- C. 3 to 5 days
- D. 6 to 9 days
- E. 10 to 19 days
- F. 20 to 29 days
- G. All 30 days

29. During the **past 30 days**, how did you get your own chewing tobacco, snuff, or dip? (You can **CHOOSE ONE ANSWER or MORE THAN ONE ANSWER**)

- A. I did not use chewing tobacco, snuff, or dip during the past 30 days
- B. I bought it myself
- C. I had someone else buy it for me
- D. I borrowed or bummed it
- E. Someone gave it to me without my asking
- F. I took it from a store or another person
- G. I got it some other way

30. During the **past 30 days**, where did you buy your own chewing tobacco, snuff, or dip? (You can **CHOOSE ONE ANSWER or MORE THAN ONE ANSWER**)

- A. I did not buy chewing tobacco, snuff, or dip during the past 30 days
- B. A gas station
- C. A convenience store
- D. A grocery store
- E. A drugstore
- F. A vending machine
- G. Over the Internet
- H. Through the mail
- I. Some other place not listed here

Tobacco Pipe other than a waterpipe or hookah

31. Have you **ever tried** smoking tobacco in a pipe, even one or two puffs?

- A. Yes
- B. No

32. During the **past 30 days**, on how many days did you smoke tobacco in a pipe?

- A. 0 days
- B. 1 or 2 days
- C. 3 to 5 days
- D. 6 to 9 days
- E. 10 to 19 days
- F. 20 to 29 days
- G. All 30 days

Bidis (small brown cigarettes wrapped in a leaf) and Kreteks (clove cigarettes)

33. Have you **ever tried** smoking any of the following, even one or two puffs:

- A. I have never smoked bidis (small brown cigarettes wrapped in a leaf) or kreteks (clove cigarettes)
- B. Bidis
- C. Kreteks
- D. I have tried both bidis and kreteks

34. During the **past 30 days**, on how many days did you smoke bidis?

- A. 0 days
- B. 1 or 2 days
- C. 3 to 9 days
- D. 10 to 19 days
- E. 20 to 29 days
- F. All 30 days

35. During the **past 30 days**, on how many days did you smoke clove cigarettes?

- A. 0 days
- B. 1 or 2 days
- C. 3 to 9 days
- D. 10 to 19 days
- E. 20 to 29 days
- F. All 30 days

Other tobacco products

36. Which of the following tobacco products have you ever tried, even just one time? (You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER)

- A. Roll-your-own cigarettes
- B. Flavored cigarettes, such as Camel Crush
- C. Clove cigars
- D. Flavored little cigars
- E. Smoking tobacco from a hookah or a waterpipe
- F. Snus, such as Camel or Marlboro Snus
- G. Dissolvable tobacco products, such as Ariva, Stonewall, Camel orbs, Camel sticks, or Camel strips
- H. Electronic Cigarettes or E-cigarettes, such as Ruyan or NJOY
- I. Some other new tobacco products not listed here
- J. I have never tried any of the products listed above or any new tobacco product

37. In the past 30 days, which of the following products have you used on at least one day? (You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER)

- A. Roll-your-own cigarettes
- B. Flavored cigarettes, such as Camel Crush
- C. Clove cigars
- D. Flavored little cigars
- E. Smoking tobacco from a hookah or a waterpipe
- F. Snus, such as Camel or Marlboro Snus
- G. Dissolvable tobacco products, such as Ariva, Stonewall, Camel orbs, Camel sticks, or Camel strips
- H. Electronic Cigarettes or E-cigarettes, such as Ruyan or NJOY
- I. Some other new tobacco products not listed here
- J. I have not used any of the products listed above or any new tobacco product

The next questions will ask about your thoughts about getting tobacco products and if you think tobacco companies are trying to get young people to use tobacco

38. How easy would it be for you to get tobacco products if you wanted some?

- A. Very easy
- B. Somewhat easy
- C. Not easy at all

39. Do you believe that tobacco companies try to get young people under 18 to use tobacco products?

- A. Yes
- B. No

The next questions ask about advertisements you have seen or heard on the Internet, newspapers, magazines, television, movies, or stores.

40. When you are using the Internet, how often do you see ads for tobacco products?

- A. I do not use the Internet
- B. Never
- C. Rarely
- D. Sometimes
- E. Most of the time
- F. Always

41. When you read newspapers or magazines, how often do you see ads or promotions for cigarettes and other tobacco products?

- A. I do not read newspapers or magazines
- B. Never
- C. Rarely
- D. Sometimes
- E. Most of the time
- F. Always

42. During the past 30 days, did you receive coupons from a tobacco company through... (You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER)

- A. I did not receive coupons from a tobacco company
- B. The mail
- C. E-mail
- D. The Internet
- E. Facebook
- F. Myspace
- G. A text message

43. During the past 30 days, did you receive ads from a tobacco company through... (You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER)

- A. I did not receive ads from a tobacco company
- B. The Mail
- C. E-mail
- D. The Internet
- E. Facebook
- F. Myspace
- G. A text message

44. When you go to a convenience store, supermarket, or gas station, how often do you see ads or promotions for cigarettes and other tobacco products?

- A. I never go to a convenience store, supermarket, or gas station
- B. Never
- C. Rarely
- D. Sometimes
- E. Most of the time
- F. Always

45. During the past 30 days, how often did you see an ad for cigarettes or smokeless tobacco that was outdoors on a billboard or could be seen from outside a store?

- A. I did not see an ad for cigarettes or smokeless tobacco during the past 30 days
- B. Never
- C. Rarely
- D. Sometimes
- E. Most of the time
- F. Always

46.

When you watch TV or go to the movies, how often do you see actors and actresses using cigarettes or other tobacco products?

- A. I do not watch TV or go to the movies
- B. Never
- C. Rarely
- D. Sometimes
- E. Most of the time
- F. Always

47. What is the name of the cigarette brand of your favorite cigarette ad? (You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER)

A. American Spirit
B. Camel
C. GPC, Basic, or Doral
D. Kool
E. Marlboro
F. Newport
G. Some other brand not listed here
H. I don't have a favorite cigarette ad
I. Not Sure

48. A warning label tells you if a product is harmful to you and can be either a picture or words. During the past 30 days, how often did you see a warning label on a cigarette pack?

A. I did not see a cigarette pack during the past 30 days
B. Never
C. Rarely
D. Sometimes
E. Most of the time
F. Always

49. During the past 30 days, how often did you see a warning label on a smokeless tobacco product?

A. I did not see a smokeless tobacco product during the past 30 days
B. Never
C. Rarely
D. Sometimes
E. Most of the time
F. Always

Some cigarettes or other tobacco companies make items like sports gear, T-shirts, lighters, hats, jackets, sunglasses, or other items that people can buy or receive for free. The next questions are about your experiences and opinions about these types of items.

50. During the past 12 months, did you buy or receive anything that has a tobacco company name or picture on it?

A. Yes
B. No

51. How likely is it that you would ever use or wear something--such as a lighter, T-shirt, hat, or sunglasses --that has a tobacco company name or picture on it?

A. Very likely
B. Somewhat likely
C. Somewhat unlikely
D. Very unlikely

The next questions are about questions and advice any doctor, dentist, nurse, or other health professional might have asked.

52. During the past 12 months, did any doctor, dentist, or nurse ask you if you use tobacco of any kind?

A. I did not see a doctor, dentist, or nurse during the past 12 months
B. Yes
C. No

53. During the past 12 months, did any doctor, dentist, or nurse advise you not to use tobacco of any kind?

A. I did not see a doctor, dentist, or nurse during the past 12 months
B. Yes
C. No

The next questions are about quitting tobacco products

54. Do you want to stop smoking cigarettes for good?

A. I do not smoke now
B. Yes
C. No

55. I plan to stop smoking cigarettes for good within the next... (PLEASE CHOOSE THE FIRST ANSWER THAT FITS)

A. I do not smoke now
B. 7 days
C. 30 days
D. 6 months
E. 1 year
F. I do not plan to stop smoking cigarettes within the next year

56. During the **past 12 months**, how many times have you stopped smoking for **one day or longer** because you were trying to quit smoking cigarettes for good?

- A. I did not smoke during the past 12 months
- B. I did not try to quit during the past 12 months
- C. 1 time
- D. 2 times
- E. 3 to 5 times
- F. 6 to 9 times
- G. 10 or more times

57. When you **last tried to quit** for good, how long did you stay off cigarettes? (**PLEASE CHOOSE THE FIRST ANSWER THAT FITS**)

- A. I have never smoked cigarettes
- B. I have never tried to quit
- C. Less than a day
- D. 1 to 7 days
- E. More than 7 days but less than 30 days
- F. More than 30 days but less than 6 months
- G. More than 6 months but less than 1 year
- H. 1 year or more

58. Are you seriously thinking about quitting the use of all tobacco?

- A. I have never used tobacco
- B. Yes, within the next 30 days
- C. Yes, within the next 6 months
- D. Yes, within longer than 6 months
- E. I am not thinking about quitting the use of all tobacco

59. In the **past 12 months**, did you do any of the following to help you quit using tobacco of any kind for good? (**You can CHOOSE ONE ANSWER or MORE THAN ONE ANSWER**)

- A. I did not use tobacco of any kind during the past 12 months
- B. I did not try to quit during the past 12 months
- C. Attended a program at my school
- D. Attended a program in the community
- E. Called a telephone help line or telephone quit line
- F. Used nicotine gum
- G. Used nicotine patch
- H. Used any medicine to help quit
- I. Visited an Internet quit site
- J. Got help from family or friends
- K. Used another method such as hypnosis or acupuncture
- L. Tried to quit on my own or quit "cold turkey"

The next questions ask about your exposure to other people's tobacco smoke

60. During the **past 7 days**, on how many days did someone smoke tobacco products in your home while you were there?

- A. 0 days
- B. 1 day
- C. 2 days
- D. 3 days
- E. 4 days
- F. 5 days
- G. 6 days
- H. 7 days

61. During the **past 7 days**, on how many days did you ride in a vehicle where someone was smoking a tobacco product?

- A. 0 days
- B. 1 day
- C. 2 days
- D. 3 days
- E. 4 days
- F. 5 days
- G. 6 days
- H. 7 days

62. During the **past 7 days**, on how many days did you breathe the smoke from someone who was smoking a tobacco product at your school, including school buildings, school grounds, and school parking lots?

- A. 0 days
- B. 1 day
- C. 2 days
- D. 3 days
- E. 4 days
- F. 5 days
- G. 6 days
- H. 7 days

63. During the **past 7 days**, on how many days did you breathe the smoke from someone who was smoking tobacco products in the place where you work?

- A. I do not have a job
- B. I have a job but did not work in the past 7 days
- C. 0 days
- D. 1 day
- E. 2 days
- F. 3 days
- G. 4 days
- H. 5 days
- I. 6 days
- J. 7 days

64. During the **past 7 days**, on how many days did you breathe the smoke from someone who was smoking tobacco products in an indoor or outdoor public place? Examples of indoor public places are school buildings, stores, restaurants, and sports arenas. Examples of outdoor public places are school grounds, parking lots, stadiums and parks.

- A. 0 days
- B. 1 day
- C. 2 days
- D. 3 days
- E. 4 days
- F. 5 days
- G. 6 days
- H. 7 days

The next questions ask about smoking rules in your home and vehicle

65. Inside your home (not counting decks, garages, or porches) is smoking...

- A. Always allowed
- B. Allowed only at some times or in some places
- C. Never allowed

66. In the vehicles that you and family members who live with you own or lease, is smoking...

- A. Always allowed
- B. Sometimes allowed
- C. Never allowed

Next questions ask about use of tobacco products for people who live with you

67. Does anyone who lives with you now...? (CHECK ALL THAT APPLY).

- A. Smoke cigarettes
- B. Use chewing tobacco, snuff, or dip
- C. Use snus
- D. Smoke cigars, cigarillos, or little cigars
- E. Smoke tobacco using a hookah or waterpipe
- F. Smoke tobacco out of a pipe other than a hookah or waterpipe
- G. Smoke bidis (small brown cigarettes wrapped in a leaf)
- H. Smoke kreteks (clove cigarettes)
- I. Use any other form of tobacco
- J. No one who lives with me now uses any form of tobacco

68. How many of your **four** closest friends smoke cigarettes?

- A. None
- B. One
- C. Two
- D. Three
- E. Four
- F. Not sure

69. How many of your **four** closest friends use chewing tobacco, snuff, or dip?

- A. None
- B. One
- C. Two
- D. Three
- E. Four
- F. Not sure

The next questions ask about your thoughts about tobacco

70. In your opinion, inside your home, smoking tobacco products should....

- A. Always be allowed
- B. Be allowed only at some times or in some places
- C. Never be allowed

71. In your opinion, in their vehicles, people should...
- A. Always allow smoking
 - B. Sometimes allow smoking
 - C. Never allow smoking

72. Do you think that breathing smoke from other people's cigarettes or other tobacco products is...?
- A. Very harmful to one's health
 - B. Somewhat harmful to one's health
 - C. Not very harmful to one's health
 - D. Not harmful at all to one's health

73. Do you think smoking cigarettes makes young people look cool or fit in?
- A. Definitely yes
 - B. Probably yes
 - C. Probably not
 - D. Definitely not

74. Do you think young people who smoke cigarettes have more friends?
- A. Definitely yes
 - B. Probably yes
 - C. Probably not
 - D. Definitely not

75. How strongly do you agree with the statement 'All tobacco products are dangerous'?
- A. Strongly agree
 - B. Agree
 - C. Disagree
 - D. Strongly disagree

The next questions are about your experiences at home and in your community

76. During the **past 12 months**, have your parents or guardians talked with you, even once, about not using any type of tobacco product?
- A. Yes
 - B. No

77. During the **past 12 months**, have you been involved in any organized activities to keep people your age from using any form of tobacco product?
- A. Yes
 - B. No

The last questions ask about experiences at school

78. During **this school year**, were you taught in any of your classes about why you should not use tobacco products?
- A. Yes
 - B. No

79. During the **past 30 days**, to your knowledge, has anyone, including yourself, smoked a tobacco product on school property when he or she was not supposed to?
- A. Yes
 - B. No

80. During the **past 30 days**, to your knowledge, has anyone, including yourself, used some other type of tobacco product (**that is, one that is not smoked**) on school property when he or she was not supposed to?
- A. Yes
 - B. No

81. During the **past 30 days**, how many days did you miss **at least one class period** because you skipped or "cut" or just did not want to be there?
- A. 0 days
 - B. 1 day
 - C. 2 to 5 days
 - D. 6 to 10 days
 - E. 11 or more days

82. Have you ever seen or heard of the youth group FACT (Fighting Against Corporate Tobacco)?
- A. Yes
 - B. No
 - C. Not sure

83. Have you ever heard about a new smokeless tobacco product for sale called **SNUS** (rhymes with 'goose')?
- Note:** SNUS (Swedish for snuff is a moist smokeless tobacco, usually small pouches that are placed under the lip against the gum.
- A. Yes
 - B. No
 - C. Not sure

END OF SURVEY

**THANK YOU FOR COMPLETING THE YOUTH
TOBACCO SURVEY!!**

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Curriculum/Program Standing Committee

UPDATE ON EARLY EDUCATION ASSESSMENT TOOL

All Early Education classrooms utilize The Creative Curriculum System for Pre-school® and Second Step Social Emotional Curriculum® to provide instruction in their classrooms. Both of these tools align with the Common CORE Standards and with Wisconsin State Standards.

Teaching Strategies GOLD® is the common assessment tool that is utilized to measure student progress. This tool can be used with any Early Education curriculum but is produced by the same company that created The Creative Curriculum System for Pre-school®.

During initial implementation teachers raised concerns relating to the assessment tool. As a result of those concerns a committee was formed and assigned the task of looking at the current assessments used in the program (Early Education) to determine if the assessments are meeting the needs of the program. This report updates the Board on the committee's progress.

2010-2011 School Year

A committee of eighteen teachers and administrators identified concerns relating to Teaching Strategies GOLD®. The team also researched best practices in assessment to determine what characteristics a quality pre-school assessment tool should contain. From research, seven possible assessment tools were identified as meeting research criteria. After presentations by the companies, two assessment tools received the greatest support from the committee; PreschoolFirst® and Teaching Strategies GOLD®.

With the support of this committee PreschoolFirst® or Teaching Strategies GOLD® were piloted by teachers on this committee. The pilot lasted 6-8 weeks. Through the piloting of these tools it was determined that the assessment philosophy built into PreschoolFirst® did not match KUSD's philosophy of inclusion of all students. Therefore this tool would not be an acceptable assessment tool for Early Education. Teaching Strategies GOLD® did meet the inclusive standard of KUSD as well as administrator needs but some teachers continued to have concerns relating to the amount of time involved to use the tool effectively. It was agreed that the committee would investigate how to make Teaching Strategies GOLD® more teacher friendly and take a second look at previously considered tools to determine if they would better meet program needs.

2011-2012 School Year

During the summer the committee divided into two groups. One group met to design time savers in using Teaching Strategies GOLD®. Time saving strategies that were designed this summer have been posted on My Big Campus as a resource for all Early Education staff. The other group met to review assessment tools that had previously been considered. One tool previously considered (LAP-3) was identified as a possibility. The investigation of this tool has determined that it does not meet the needs of administration in reporting on student progress.

This committee has yet to find an assessment tool that will meet the needs of all in the Early Education program. The group remains alert to revisions that improve the quality of the tools previously investigated. Teaching Strategies GOLD® continues to be implemented program wide as the common assessment tool.

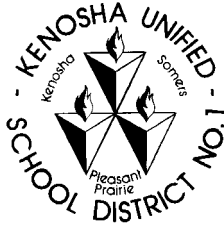
Recommendation

Administration recommends that the Curriculum and Program Committee receive this update of the progress of the Early Education Assessment Committee.

Dr. Michele Hancock
Superintendent of Schools

Vickie Brown-Gurley
Assistant Superintendent of Teaching
and Learning

Belinda Grantham,
Director of Pre-school



KENOSHA UNIFIED SCHOOL BOARD
JOINT PERSONNEL/POLICY &
CURRICULUM/PROGRAM MEETING
Educational Support Center – Room 157
January 10, 2012
MINUTES

A joint meeting of the Kenosha Unified Personnel/Policy and Curriculum/Program Committees chaired by Ms. P. Stevens was called to order at 6:11 P.M. with the following Committee members present: Ms. R. Stevens, Mr. Bryan, Mrs. Lewis, Mrs. Coleman, Dr. Sconzert, Mr. Jacobs, Mr. Retzlaff, Ms. Hemken, Mr. Gallo, Mrs. Taube, Ms. Reed, Ms. Anderson, Ms. Daghfal, Mr. Martinelli, and Ms P. Stevens. Dr. Hancock was also present. Ms. Spaay was excused. Simpkins and Mr. Caracciolo were absent.

Approval of Minutes – December 6, 2011 Joint Personnel/Policy and Curriculum Program Meeting

Mr. Bryan moved to approve the minutes as presented in the agenda. Mr. Jacobs seconded the motion. Unanimously approved.

2010-11 Annual Report Card

Mr. Anderson Lattimore, Assistant Superintendent of Educational Accountability, and Ms. Renee Blise, Senior Research Analyst, presented the 2010-2011 Annual Report Card as presented in the agenda and answered questions of the Committee.

Personnel/Policy Committee motion:

Ms. R. Stevens moved to forward the 2010-2011 Annual Report Card to the full Board for their approval. Mr. Bryan seconded the motion. Unanimously approved.

Curriculum/Program Committee motion:

Ms. Reed moved to forward the 2010-2011 Annual Report Card to the full Board for their approval. Mr. Gallo seconded the motion. Unanimously approved.

Future Agenda Items

Mrs. Coleman asked that Update on the Policy vs. Teaching & Learning Handbook Revisions be added to the agenda for next month.

Mr. Jacobs requested information on addressing classroom behavior. It was indicated that information on Positive Behavior Intervention and Supports (PBIS) would be sent to Mr. Jacobs.

Meeting adjourned at 6:30 P.M.

Stacy Schroeder Busby
School Board Secretary

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Curriculum/Program and Personnel/Policy Standing Committees

POLICY/RULE 6456 – GRADUATION REQUIREMENTS

Background

Kenosha Unified School District Policy/Rule 6456, Graduation Requirements, addresses academic credits for mastery of standards to award a Kenosha Unified School District Diploma. Last school year this policy was reviewed to determine the financial impact on the district budget. High School Principals, Teaching and Learning Coordinators and Assistant Superintendents studied the high school graduation requirements and practices and recommended changes. These changes were approved by the Board of Education on April 26, 2011.

Proposal

During the 2010/2011 school year our School District developed a Transformational Design Plan which was approved by the Board of Education on December 14, 2010. Various implementation components of this plan were presented and approved by the Board of Education as part of preliminary consideration of the 2012/2013 budget on February 28, 2012. Within this Transformation Plan was a change in the Graduation Requirements for students starting with the class of 2016. This change requires all students to attempt an online course or participate in an approved class with a high quality online component. In addition to this change, clarification language is also being added to the policy for Social Studies and Service learning.

Recommendation

Administration recommends that the Curriculum/Program and Personnel/Policy Committees forward revised Policy 6456 – Graduation Requirements to the full Board for a first reading on March 27, 2012 and second reading on April 23, 2012.

Dr. Michele Hancock
Superintendent of Schools

Daniel Tenuta
Assistant Superintendent of Secondary School Leadership

POLICY 6456
GRADUATION REQUIREMENTS

Academic credits shall be awarded for mastery of standards in grades nine through twelve. A student must earn 23 with a maximum 28 high school credits as described in Rule 6456 to graduate from the Kenosha Unified School District No. 1 and a student must also complete one of the following:

1. Earn a score of basic or above in three of five subtests on the high school Wisconsin Knowledge and Concepts Exam (WKCE)
2. Earn a cumulative grade point average (GPA) of at least 1.5 on an unweighted scale through the seventh semester of high school; i.e., January of senior year
3. Meet one of the following test scores requirements:
 - a. ACT Assessment - 18 or above
 - b. SAT I Exam - 870 or above
4. Successfully complete an approved Individual Education Plan (IEP), Limited Language Plan (LLP), and/or Section 504 Plan

Students may audit classes, enroll in Youth Option courses, or enroll in summer school offerings in excess of the 28 credits. A procedure describing how these options can be accessed will be established by administration.

Beginning with the class of 2016, all KUSD students must fulfill the online learning graduation requirement along with the existing KUSD graduation criteria.

A student may complete the online learning requirement for graduation through one of the following options:

- 1. Attempt an online course (earned mark must appear on the transcript).**
- 2. Participate in a course with approved online components (as listed below).**

A credit deficient student who is at least 17 years of age who has been in a high school cohort group for all four years (a student with a July birthday would be able to take the exam with the June testing group if they attended high school for four years with their peers) may also successfully complete the District Competency Graduation Requirements or a comparable program to earn a District diploma. In addition, a District diploma may be earned by a transfer student through an academic review of the student's transcript by a building administrator.

All students shall be required to take a full schedule except junior and senior year when students may be allowed to have one release per quarter or semester. In addition, four years of high school attendance shall be required unless early graduation is applied for and approved pursuant to established District procedures. **Each year a student is required to enroll in no less than six courses.** Students are eligible for early graduation when they have completed the requirements for receipt of a diploma.

The Board may award a high school diploma to certain veterans, notwithstanding District and statutory high school graduation standards. To be awarded a diploma, a person must be at least 65 years of age, attended high school in the District or attended high school in Wisconsin and resides in the District, left high school before graduation to join the U.S. armed forces during a war period as defined in state law, and served on active duty under honorable conditions in the U.S. armed forces or in forces incorporated as part of the U.S. armed forces. War periods include, among others, World War II, the Korean Conflict, Vietnam War, and Persian Gulf War.

POLICY 6456
GRADUATION REQUIREMENTS
PAGE 2

The Board may also award a high school diploma to a person who received a high school equivalency diploma after serving on active duty in the U.S. armed forces or in forces incorporated as part of the U.S. armed forces if the person meets the other conditions outlined in this paragraph and to a veteran who is deceased, but who, has satisfied the conditions outlined in this paragraph prior to death.

LEGAL REF.: Wisconsin Statutes

- | | | |
|----------|-------------------|--|
| Sections | 115.787 | [Individualized education programs] |
| | 115.915 | [Program or curriculum modifications for school-age parents] |
| | 118.15(1)(b)-(cm) | [16 and 17 year old student participation in program leading to high school graduation or high school equivalency] |

LEGAL REF.: Wisconsin Statutes, continued

- | | | |
|-------|-------------------------------|---|
| | 118.153 | [Programs for children at risk of not graduating] |
| | 118.30 | [Student assessment; state requirements] |
| | 118.33 | [High school graduation standards] |
| | 118.35 | [Programs for gifted and talented students] |
| | 118.52(3)(d)2 | [Part-time public school open enrollment] |
| | 118.55 | [Youth Options Program] |
| | 120.13 | [Board power to do all things reasonable for the cause of education] |
| | 120.13(37) | [Board power to issue diplomas to veterans] |
| | 121.02(1)(p) | [School district standard; graduation requirements] |
| PI 18 | Wisconsin Administrative Code | [High school graduation standards] |
| PI 40 | | [Determining and awarding high school credit for Youth Options Program courses] |

CROSS REF.: 5110, Equal Educational Opportunity/Student Discrimination Complaint

- 5118.1, Promotion
5120, Student Enrollment Reporting
5240, Accommodation of Private School and Home-Based Private Education Program Students
5260, Full-Time Public School Open Enrollment
5270, Part-Time Public School Open Enrollment
5310, Student Attendance
6423, Talent Development Program
6460, Testing Programs
Youth Options Programs
Special Education Program and Procedure Manual

POLICY 6456
GRADUATION REQUIREMENTS
PAGE 3

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: August 13, 1991

REVISED: August 22, 1995
May 28, 1996
July 30, 1996
September 11, 1996
June 17, 1997
June 9, 1998
August 11, 1998
September 14, 1999
October 23, 2001
May 27, 2003
November 22, 2005
August 26, 2008
November 25, 2008
April 26, 2011

RULE 6456

GRADUATION REQUIREMENTS

A. Credit Requirements

1. Specific Credits Required out of 23

ENGLISH	4 credits
SOCIAL STUDIES	3 credits* 1 credit - U.S. History 1 credit - World History * ½ credit U.S. Government & Politics ½ credit Behavioral Science
MATHEMATICS	3 credits
SCIENCE	3 credits
PHYSICAL EDUCATION	1 ½ credits**
HEALTH	½ credit
CONSUMER EDUCATION	½ credit***
COMMUNITY/SERVICE LEARNING	Required of all students
ONLINE LEARNING EXPERIENCE	Attempt an online course or participate in an approved class with a high quality online component. (class of 2016 and beyond).
DIPLOMA WITH SERVICE DISTINCTION	1 Credit Service Learning Project 100 Service Hours
DIPLOMA WITH HONORS DISTINCTION	4 Advanced Placement credits
<p>* Note: Students selecting the Advanced Placement U.S. Government and Politics option will be required to satisfactorily complete the entire course. Failure to do so will require students to take either U.S. Government and Politics or U.S. Government and Politics – Honors in order to satisfy the requirement. In the instance where a student successfully completes one credit of AP government and politics and has completed one credit of U.S. History and one credit of world history, the student has met the required 3 credits of social studies for graduation. Students planning on attending an institution of higher education are encouraged to take a behavioral science course.</p> <p>Note: Economics can be applied towards satisfying the consumer education requirement.</p> <p>**Unless exempted pursuant to Wisconsin Statutes, exemption shall be granted for medical reasons upon presentation of a physician's statement. Students excused from physical education for all four years of high school for medical reasons shall be required to make up ½ credit in another elective subject for each semester excused from physical education.</p> <p>***Waived for students who successfully complete ½ credit Honors Economics, ½ credit Economics, 1 credit Advanced Placement Economics, or 1 credit Marketing.</p>	

2. The District will provide access to honors, advanced placement, and post-secondary courses in accordance with state law requirements. 115

RULE 6456
GRADUATION REQUIREMENTS
PAGE 2

3. Summer school credit is awarded on the basis of one-half credit for each class successfully completed based on standards. Prior approval by the principal is required to earn credit for summer school courses taken outside of the District.
4. Credit deficient students who are at least 17 years of age who have been in a high school cohort group for all four years (a student with a July birthday would be able to take the exam with the June testing group if they attended high school for four years with their peers) and are current residents of the District may be issued a District diploma if they satisfy the following Competency Graduation Requirements.
 - a. Are enrolled members of a District cohort group, which means that students must have been enrolled members of a particular Kenosha Unified School District graduating class. Eligible students must have been enrolled in the District prior to the end of their cohort year graduation date. Non-KUSD cohort students 18 yrs of age or older whose graduation year has expired will not be eligible to participate in the program.
 - b. Score at or above the fourth stanine on all predetermined subtests including core areas of the District's adopted standardized achievement tests.
 - c. Demonstrate competency in writing, which can be accomplished by scoring at a level 4.0 or higher on the WKCE writing assessment or scoring at a level 3.0 or higher on the WorkKeys writing assessment.
 - d. Complete consumer education/economics, health, government and politics, or approved comparable courses.
 - e. Meet employability standards in one of the following ways:
 - Successful employment for a six-month period of time and can provide validation; or
 - Meet an employability component established by the District in the form of a work readiness portfolio.
 - f. Students will be required to assume any associated costs for the administration and scoring of District adopted standardized assessments.

5. Standards of a Quality Online Learning Course

A high quality online course is defined as a structured learning environment that utilizes technology, consistently and regularly (lasting 10 hours or more) throughout the course.

An online component involves the use of a variety of media. This includes Intranet and Internet based tools and resources as delivery methods for the following:

- **Instruction**
- **Research**
- **Assessment**
- **Communication**
- **Collaboration**

An online course/learning management system should be utilized to promote an understanding of progress monitoring systems, support universal learning opportunities, and facilitate the management of online experiences.

RULE 6456
GRADUATION REQUIREMENTS
PAGE 3

6. Accelerated/alternative high school credit attainment is an option for high school students aged 16 and above who may earn high school credit based upon satisfactory completion of individual portions of a District or state-approved criterion referenced test at 85 percent mastery or on norm referenced tests at the 4th stanine or above, normed at 12th grade, 7th month, independent of length of time required; completion of performance-based assignments, and attainment of minimum required credits.

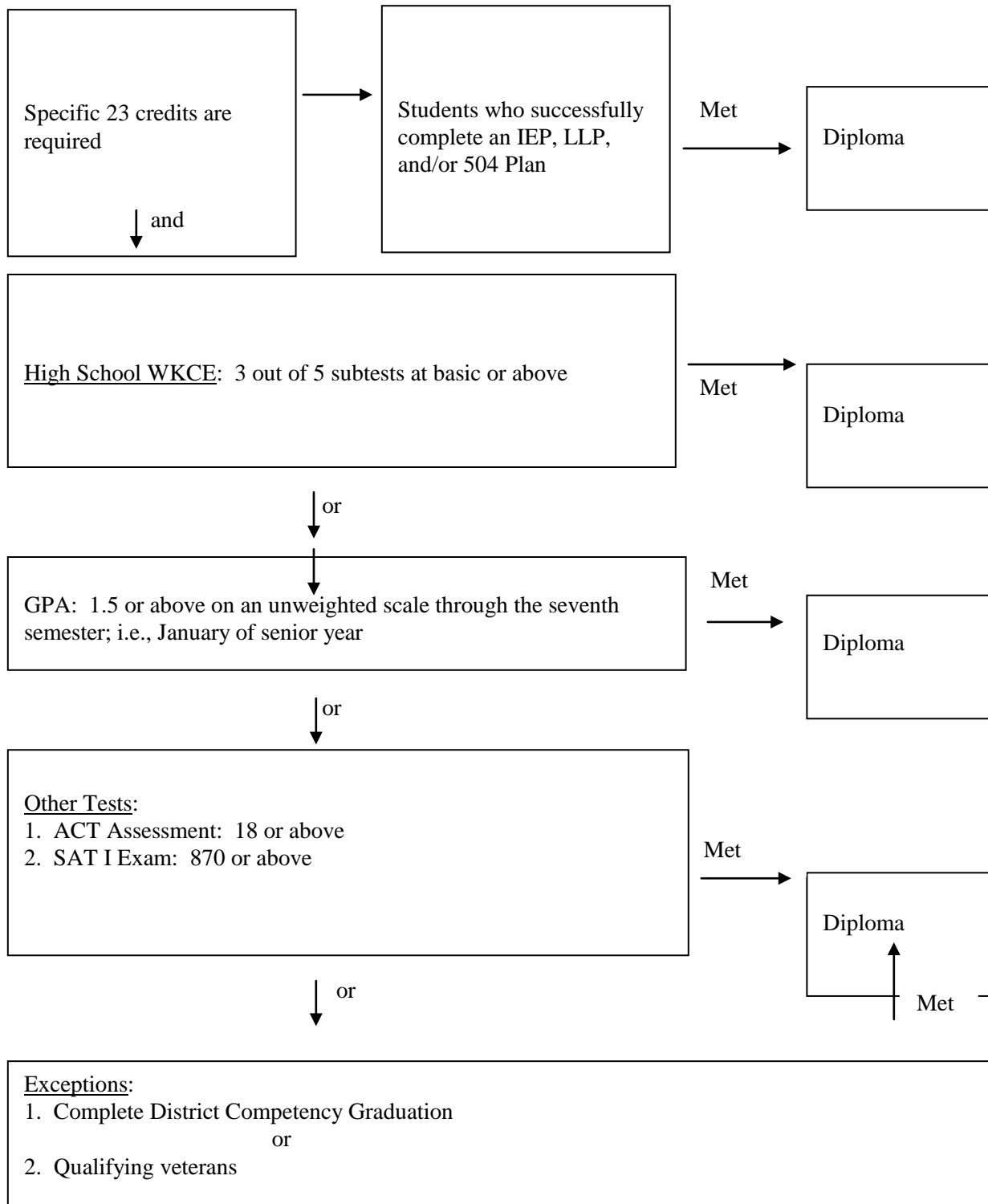
B. Early Graduation

To be considered for early graduation, the student and the parent/guardian shall submit a written request to the principal no later than the end of the first marking period of the school year in which the student plans to graduate early.

The student's course of study, earned grades in such courses, grade point average, and other performance indicators shall be made part of the student's transcript.

- C. Students enrolled in a middle school who complete high school courses may be awarded high school credit toward the overall district credit requirement, but not for the credit specified in WI State Statutes.

RULE 6456
GRADUATION REQUIREMENTS
Page 3



KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy and Curriculum/Program Standing Committees

SERVICE ANIMALS IN DISTRICT FACILITIES (NEW)

On March 15, 2011, new Title II ADA regulations applicable to public schools went into effect. A public entity shall modify its policies, practices and procedures to permit the use of a service animal by an individual with a disability. Although the District currently has an animal in schools policy, it does not address the complexity of the use of a service animal.

Administrative Recommendation:

It is recommended that the Personnel/Policy and Curriculum/Program Committees forward the attached proposed Service Animals in District Facilities policy to the full Board for a simultaneous first and second reading at its March 27, 2012 meeting. The policy will be formatted and numbered per current KUSD policy format upon approval.

Dr. Michele Hancock
Superintendent of Schools

Ms. Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

Susan Valeri
Director of Special Education and Student Support

RECOMMENDED POLICY FOR SERVICE ANIMALS **IN DISTRICT FACILITIES**

The Kenosha School District acknowledges its responsibility to permit individuals with disabilities to be accompanied by a service animal in its facilities as required by the Americans with Disabilities Act.

Definitions

Service animal: Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition.

Work or tasks performed: The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effect of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for purposes of this definition.

Procedure

1. A request for an individual with a disability to be accompanied by a service animal in a District facility must be made in writing (using the District's "Service Animal Request Form") to the Director of Special Education and delivered to the Director of Special Education at least twenty-one (21) days prior to bringing the service animal to the District facility.
2. Requests to permit a service animal to accompany an individual with a disability in a District facility will be handled on a case-by-case basis, considering the following:
 - a. The type, size, and weight of the service animal and whether the facility can accommodate those features;
 - b. Whether the handler has sufficient control of the service animal;

- c. Whether the service animal is house broken;
 - d. Whether the service animal's presence in a specific facility compromises legitimate safety requirements that are necessary for the safe operation of the facility.
- 3. The individual requesting to be accompanied by a service animal is responsible for the following:
 - a. Providing annual proof of the following vaccinations for service animals: DHLPPC (Distemper, Hepatitis, Leptospirosis, Paroninfluenze, Parvovirus, Coronavirus), Bordetella, and Rabies. Providing annual proof of the following vaccinations for: Equine Infectious Amemia (Coggins Test), Rabies, Tetanus, Encephelomyelitis, Rhinoneumonitis, Influenza, and Strangles;
 - b. Ensuring that the service animal is spayed or neutered;
 - c. Treating for and keeping the service animal free from fleas and ticks;
 - d. Ensuring that the service animal is housebroken;
 - e. Grooming and keeping the service animal clean to avoid shedding and dander;
 - f. Any and all liability for any harm or injury caused by the service animal to other students, staff, visitors, and/or property. The individual requesting to be accompanied by a service animal should provide the District with information regarding current liability insurance coverage if the individual has liability insurance that would cover harm or injury caused by the service animal;
 - g. Using a harness, leash or other tether, unless either the handler is unable because of a disability to use the tether, or the use of the tether would interfere with the service animal's or the 's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control; and
 - h. Care and supervision of the service animal, including walking the animal or responding to the animal's need to relieve itself. If an individual with a service animal is unable to care for or supervise the animal, then the individual must designate another person to be responsible for providing care to and supervision of the animal. The District is not responsible for providing any care to or supervision of the service animal.
- 4. A service animal may be required to be removed from a District facility under any of the following circumstances:
 - a. The service animal is out of control and the animal's handler does not take effective action to control it;

- b. The service animal is not housebroken; or
- c. The service animal's presence would fundamentally alter the nature of the service, program, or activity.

If a service animal has been required to be removed from a District facility, the owner may request reinstatement of the use of the service animal or in the District facility. The request for reinstatement should be in writing to the Director of Special Education and should state the training or other measures that have been taken to address the reason(s) that the service animal was removed.

- 5. A "Service Animal/Decision/Appeal Form" stating whether the request for a service animal to accompany an individual with a disability in a District facility has been approved or denied will be provided to the Requester or Parent/Guardian of the Requester if the Requester is a minor. If a request for a service animal to accompany an individual with a disability in a District facility is denied, that decision may be appealed to the Superintendent of the District by completing Part II of the "Service Animal/ Decision/Appeal Form" and delivering the completed "Service Animal/ Decision/Appeal Form" to the Superintendent of the District.
- 6. If a service animal is properly excluded as provided above, then the individual with a disability will have the opportunity to participate in the service, program, or activity without having the service animal on the premises.

Nothing in this policy is intended to limit any right a student may have under any other federal or state law.

Legal Ref.: Section 106.52, Wisconsin Statutes
Americans with Disabilities Act (ADA), 28 CFR Part 35 (as amended, 2010)

Cross Ref.: 5110 Equal Educational Opportunity

RECOMMENDED SERVICE ANIMAL REQUEST FORM

(To Be Completed by the Requester or Parent/Guardian Except for Question 16)

**MUST BE COMPLETED AND DELIVERED TO THE DIRECTOR OF SPECIAL
EDUCATION AT LEAST TWENTY-ONE (21) DAYS PRIOR TO BRINGING THE
SERVICE ANIMAL TO THE DISTRICT FACILITY**

1. Name of Requester:

2. Is the Requester a current student?

3. Name of Parent/Guardian if Requester is a Minor:

4. Phone # of Requester or Parent/Guardian:

5. Type of Animal Being Requested: _____ (dog)

6. Breed, Size, and Weight of Animal:

7. Please list the District facilities at which the service animal will accompany the Requester, the school activities at which the service animal will accompany the Requester, and the dates on which the service animal will accompany the Requester (i.e. Home Bradford High School Basketball Game on March 9, 2012 or Bradford High School Instructional Program during the 2012-2013 school year):

8. Documentation of proof of the following vaccinations must be provided prior to the consideration of your request:

For service animals: DHLPPC (Distemper, Hepatitis, Leptospirosis, Paroninfluenze, arvovirus, Coronavirus), Bordetella, and Rabies

Fs: Equine Infectious Amemia (Coggins Test), Rabies, Tetanus, Encephelomyelitis, Rhinoneumonitis, Influenza, and Strangles

Is documentation of proof of the required vaccinations attached?

YES _____ NO _____ Date Proof Will Be Provided _____

9. Is the service animal spayed or neutered?

YES _____ Date Spayed/Neutered _____ NO _____

10. The service animal is treated for and kept free from fleas and ticks through the following measures:

11. Is the service animal housebroken?

YES _____ NO _____

12. The service animal is kept clean to avoid shedding and dander through the following measures:

13. Any and all liability for any harm or injury caused by the service animal to other students, staff, visitors, and/or property is assumed by the Requester. Please provide the following information if the Requester has liability insurance that would cover harm or injury caused by the service animal.

Insurance Company: _____ Policy Limit: \$ _____

Coverage Summary:

14. The service animal is under the Requester's control by the following means (check one):

_____ Use of a harness, leash or other tether

_____ If the Requester is unable because of a disability to use a tether, or the use of the tether would interfere with the service animal's safe, effective performance of work or tasks, then the service animal is otherwise under the Requester's control, which can be described as follows:

15. Name and phone number of the person who will be responsible for providing the care and supervision of the service animal, including walking the animal or responding to the animal's need to relieve itself:
- _____

16. **TO BE COMPLETED BY SCHOOL OR DISTRICT PERSONNEL:** Is it readily apparent that the animal being requested is trained to do work or perform tasks for an individual with a disability?

YES _____ NO _____

Name and Title of the School or District Personnel Who Answered this Question:

Signature of Person Answering this Question: _____

Date: _____

17. **TO BE COMPLETED BY THE REQUESTER OR PARENT/GUARDIAN:** If the School or District Personnel answered "NO" to the above question, then please answer the following two questions:

Is the service animal required because of a disability?

YES _____ NO _____

Please describe the work or task the service animal has been trained to perform:

I state that the information that I have provided in this request is true and correct and that the District may rely on this information to determine whether the Americans with Disabilities Act

requires the District to permit the Requester to be accompanied by a service animal in the District's facilities. I have read and fully understand the procedures set forth in Board Policy #_____ titled "Policy for Service Animals in District Facilities." I acknowledge, understand, agree to, and accept the responsibilities that are described in Board Policy #_____. I acknowledge, understand, agree, and accept that any and all liability for any harm or injury caused by the service animal to other students, staff, visitors, and/or property is assumed by the Requester.

Name of Requester or Parent/Guardian Completing this Form:

Requester or Parent/Guardian Signature: _____

Date: _____

RECOMMENDED SERVICE ANIMAL DECISION/APPEAL FORM

PART I - TO BE COMPLETED BY SCHOOL OR DISTRICT PERSONNEL:

Name of Requester _____

Name of Parent/Guardian if Requester is a Minor:

Type of Animal Requested: _____ (dog)

Date of Request Form: _____

Has the required documentation been provided?

Proof of vaccinations: YES _____ NO _____

The Request is:

Approved _____ Denied _____

Reason for Denial _____

Name and Title of the School or District Personnel Completing this Form:

Signature of Person Completing this Form: _____

Date: _____

IF THE REQUEST FOR A SERVICE ANIMAL TO ACCOMPANY AN INDIVIDUAL WITH A DISABILITY IN A DISTRICT FACILITY IS DENIED, THAT DECISION MAY BE APPEALED TO THE SUPERINTENDENT OF THE DISTRICT. IF YOU

INTEND TO APPEAL THE DECISION, WHICH IS STATED ABOVE, THEN PLEASE COMPLETE PART II OF THIS FORM AND RETURN THIS FORM TO THE SUPERINTENDENT OF THE DISTRICT.

PART II - TO BE COMPLETED BY THE REQUESTER OR PARENT/GUARDIAN TO APPEAL THE DECISION:

Reason for the Appeal: _____

Name of Requester or Parent/Guardian Completing this Form:

Requester or Parent/Guardian Signature: _____

Date: _____

PART III - TO BE COMPLETED BY THE SUPERINTENDENT OF THE DISTRICT:

The Request on Appeal Is:

Approved _____ Denied _____

Reason for Denial: _____

Name of Superintendent: _____

Signature of Superintendent: _____

Date: _____

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy and Curriculum/Program Standing Committees

POLICY/RULE AND AMINISTRATIVE REGULATIONS 6620
LIBRARY RESOURCES

Students and Staff throughout the district utilize dynamic student-centered library media resources that are designed to promote and support information literacy. Policy and Rule 6620, Library Resources, has been reviewed and updated by the Department of Library Media to reflect current information. The Administrative Regulation 6620 is being removed, and the procedural information from both this Administrative Regulation and Policy has been relocated to the Library Services page on My Big Campus.

Administrative Recommendation:

Administration recommends that the Personnel/Policy and Curriculum/Program Committees approve the changes to Policy and Rule 6620 Library Resources and forward to the Board for a first reading at its March 27, 2012 meeting and a second reading at its April 23, 2012 meeting.

Dr. Michele Hancock
Superintendent of Schools

Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

Annie Fredriksson
Coordinator of Instructional Technology and Library Media

POLICY 6620
LIBRARY RESOURCES

The Board of Education recognizes the importance of a dynamic, student-centered library media ~~center~~ **resources** designed to ~~assist all~~ **support** students and staff in becoming active and creative locators, evaluators and users of information to solve problems and satisfy their own curiosity. It further recognizes that information must be current, relevant to the curriculum, cultural diversity and available through a variety of formats.

All patrons shall have equal and open access to materials.

LEGAL REF.: Wisconsin Statutes

Sections **43.70** **Common School Fund added as it defines how monies are allocated for libraries from the state.**

118.13 [Student discrimination prohibited]

120.13 [Board power to do all things reasonable for cause of education]

120.13(5) [Board power to purchase books, equipment and materials for use in schools]

121.02(1)(h) [Instructional materials standard]

Wisconsin Administrative Code

PI 8.01(2) [Rules governing the selection of instructional/library materials]

CROSS REF.: 1410, Use of Free Materials

~~2110, Accountability~~

3100, Annual Operating Budget

5110, Equal Educational Opportunities

6300, Curriculum Development and Improvement

6110, Instructional Program Mission and Beliefs

6600, Instructional Resources

6610, ~~Instructional Materials Selection~~ **of Instructional Materials**

~~6810, Teaching About Controversial Issues~~

Board-Adopted Academic Standards

District Learning and Content Standards

~~ADMINISTRATIVE REGULATIONS: 6620, Guidelines for Library Resources~~

AFFIRMED: January 25, 2000

REVISED: January 29, 2002

RULE 6620

~~PROCEDURES FOR LIBRARY RESOURCES~~

~~The District shall provide selected online resources including, but not limited to, electronic labs, encyclopedias, reference materials, and magazine and newspaper databases that shall be available to all staff and students within the library media center, individual classrooms, and from remote sites.~~

~~All students and staff shall have equal access to materials located in any KUSD library media center through the interlibrary loan process of the District networked online library catalog.~~

~~Each library media center shall be staffed to allow the library media specialist to function in the capacities of library manager, master teacher, and information specialist.~~

~~The school's information collection shall be regularly evaluated in order to maintain a library media center that promotes equitable access to information in all formats and to determine the strengths of the collection and needs for resources to meet the demands of the curriculum. A variety of qualitative and quantitative measures shall be used in the ongoing process that includes evaluation, selection, replacement, and removal of library resources.~~

~~The library media center shall foster an atmosphere that promotes the collaborative design, preparation, implementation, and assessment of instructional units to assist students in the understanding and use of a variety of information resources, especially as they relate to the implementation of District information literacy standards and benchmarks.~~

~~The library media center shall provide leadership and expertise in acquiring and evaluating information resources in all formats; in bringing an awareness of information issues into collaborative relationships with teachers, administrators, students, and others; in the methods for locating, accessing, and evaluating information within and beyond the library media center; and in mastering sophisticated electronic information resources.~~

The District library media collection shall not discriminate in the selection and evaluation of library materials or media on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Materials purchased shall be supported by professional journal reviews indicating the age appropriateness of material/online subscriptions and/or the review of a certified library media teacher.

Selection of materials for the library shall be based upon information value as a whole and not in part. Incidents of sexual reference, profanity, or alternative life styles shall not automatically disqualify materials from library collections.

The District recognizes that library media ~~centers~~ **resources** at the middle school will **may** contain some materials written at an adult level. The majority of materials in the high school ~~will~~ **may** be written at an adult reading level.

Citizens with specific requests, which cannot be satisfied by telephone or conference at the school level, shall be given the opportunity to complete a "Citizens Request for Reconsideration of a Book", which is available from the Office of the Superintendent. Upon receipt of a signed complaint, the Superintendent shall appoint an ad hoc committee of teachers, administrators, and citizens to consider this request. The committee shall reevaluate the book in question against selection criteria for library media centers, supplementary reading lists, in-class presentation, and textbooks. The committee may invite the complainant for conferences so that all facets of the complaint can be explored.

RULE 6620
~~PROCEDURES FOR LIBRARY RESOURCES~~
PAGE 2

The committee shall make a recommendation to the Superintendent concerning the disposition of the complaint, the book in question, or both. The Superintendent shall inform the complainant detailing the decision concerning the complaint.

Appeals related to the decision may be directed to the School Board.

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 6620 GUIDELINES FOR LIBRARY RESOURCES

District online resources should be selected to equitably meet the needs of the broad spectrum of the KUSD student population. A committee of library media specialists and other appropriate curriculum resource specialists should be appointed to evaluate and select those materials on an annual basis.

An ongoing plan for the management of library information resources will be developed and maintained for each library media center. Such a plan will include a process for evaluating the collection to identify strengths and needs, for developing a long range plan that includes short term goals for removal, replacement, and acquisition of new materials, and that will provide direction for securing and allocating library funds.

In order to provide appropriate resources to students and staff, the following criteria will be considered in administering the library management plan. The resources available to staff and students will be:

- appropriate for the age, developmental levels, and cultural needs of the school population;
- current and in good physical condition;
- accurate and contain valid information;
- relative to current curricular initiatives;
- available in a variety of currently acceptable formats;
- sensitive to diverse perspectives and points of view.

Information Literacy Standards and Benchmarks will serve as the basis for collaborative instructional planning for use of the library media center. Instructional planning should include:

- suggestions for a variety of resource formats to be used in instruction;
- assistance to staff and students for planning and developing projects that take advantage of current resources;
- suggestions for mediums that allow students to best demonstrate understanding;
- assistance with assessment relative to the research process.

Ongoing instruction and assistance should be provided to students and staff in the use of library resources to:

- define the problem or need;
- plan search strategies to locate and access information;
- evaluate resources for usefulness and quality;
- retrieve information;
- organize and apply information to problems;
- use electronic resources;
- respect copyright laws;
- appreciate literature

The library media center will continue to provide innovative approaches to information resources, provide instruction and access to community and other resources, and serve as an instructional center for electronic information access.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy and Curriculum/Program Standing Committees

POLICY AND RULE 6460 – TESTING PROGRAMS

Information contained within Policy and Rule 6460, Testing Programs was affirmed in 1990 and revised in 2008. The Policy is revised to align with current practice and the Individual Educational Program Team process and renamed Testing/Assessment.

Administration Recommendation:

Administration recommends that the Personnel/Policy and Curriculum/Program Committees forward Policy and Rule 6460 - Testing/Assessment to the Board for a first reading on March 27, 2012 and a second reading on April 23, 2012.

Dr. Michele Hancock
Superintendent of Schools

Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

Susan Valeri
Director of Special Education
and Student Support

-POLICY 6460

TESTING/ASSESSMENT PROGRAMS

The District shall establish and maintain a program of testing for the purposes of diagnosis, assessment, instruction and accountability. The testing program will provide:

- an assessment of the educational program of the District for purposes of reporting the overall status of the District and charting the growth of its students, by grade level and by school from year to year.
- appropriate reports to the School Board, parents/guardians and the public, disaggregating all test data by ethnicity, gender, special education, and socio-economic status.
- District and building Report Cards including disaggregated data by student group as required by federal law.
- interpretation and use by teachers, administrators and other professional staff members so that the test findings will influence the positive educational growth and development of individual students.
- data for planning effective teaching and curriculum development and reform.
- ~~Foreign language~~ **World language** versions of widely recognized tests, when available **and necessary**.

Academic testing in the District may include, but not necessarily be limited to: standardized achievement tests, ~~career interest surveys~~, **behavior assessments**, performance assessment measures, **language proficiency assessments** and subject area diagnostic tests. Decisions regarding the testing of students with disabilities as defined under the Individuals with Disabilities Education Act (IDEA), students covered by Section 504 of the Vocational Rehabilitation Act, or English Language Learners (ELL) shall be made on an individual basis in accordance with established procedures and applicable state and federal laws.

The District shall not discriminate in the methods, practices and materials used for testing and evaluating students on the basis of sex, race, national origin, religion, color, ancestry, creed, ~~pregnancy, marital or parental status~~, sexual orientation or physical, mental, emotional or learning disability or handicap. This does not, however, prohibit the use of special testing materials or techniques to meet the individual needs of the students. Discrimination complaints shall be processed in accordance with established procedures.

Testing and evaluation of students to determine eligibility for special education programming shall be governed by the Individual Educational Program Team process. The Individual Education Program (IEP) Team shall ensure the testing and evaluation materials and procedures used for the purpose of evaluation and placement of children with disabilities are selected and administered so as not to be racially or culturally discriminatory.

State and federal education laws require identification and annual assessments of Limited English Proficient (LEP), also known as English Language Learners (ELLs) be conducted to determine student's English language proficiency. The assessment team is governed by federal and state regulations.

Upon the written request of a student's parent/guardian/caregiver, and in accordance with federal and state laws, a student shall be excused from taking a state-required test with the exception of the annual English language proficiency examination for English Language Learners (ELLs). These students are required to have their English language proficiency level tested annually with no exceptions.

LEGAL REF.: Wisconsin Statutes

Sections 115.77(1m)(bg) [Testing of students with disabilities]
115.78(2) (Individualized education program (IEP) requirements)

POLICY 6460
TESTING/ASSESSMENT PROGRAMS
PAGE 2

115.78(2) (Assessment tools and strategies for students with disabilities)
118.13 [Student discrimination prohibited]
118.30 [Student assessment; state requirements]
121.02(1)(r) & (s) [State required tests]

Wisconsin Administrative Code

PI 8.01(2)(r) & (s) [Rules implementing testing standards; policy/procedure

requirement related to the testing of students with disabilities and
ELL students]

PI 9.03(1) [Student nondiscrimination policy requirement]

PI 13.03 [Identification of ELL students]

PI 13.05 and 13.09 (ELL policy requirements related to student testing)

CROSS REF.: 2110, Benchmarks

5110, Equal Educational Opportunities

6100, Mission, Beliefs and Learning Objectives **Principles, Goals, Results**

6330, Curriculum Development and Improvement

6421, Programs for Students with Disabilities

6452, Student Progress Reporting

~~6461, Parental Consent for Testing~~ **(as approved)**

~~6462, Nondiscriminatory Testing/Assessment~~ **(as approved)**

6634, Assistive Technology

Special Education Program and Procedure Manual

Bilingual-Bicultural (ELL) Program Plan

Section 504 Educational Program Plan

LAP Program Plan

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: November 13, 1990

REVISED: September 24, 1991
October 12, 1993
September 14, 1999
January 29, 2002
August 26, 2008

RULE 6460

TESTING PROGRAM EXEMPTIONS

Upon the written request of a student's parent/guardian/caregiver, and in accordance with federal and state laws, a student shall be excused from taking a state required test.

Students with special needs (which includes students with disabilities, students with a 504 Plan and English Language Learners — ELL) will be tested using the following guidelines:

~~A. Testing Students with Disabilities as Defined Under the Individuals with Disabilities Education Act (IDEA)~~

- ~~1. Students with disabilities are to be included in state and District wide testing programs with appropriate accommodations, where necessary and as indicated in their individualized education program (IEP). Students who are unable to participate in state and District wide testing are to be provided with an alternative assessment.~~
- ~~2. The IEP Team process shall be used as a means for determining whether and/or how each student with a disability is to be tested. The IEP shall specify whether and/or under what conditions group achievement tests shall be administered to each student. Necessary modification of the testing environment will also be documented in the IEP.~~
- ~~3. A student with a disability may be excluded from testing, or portions of the test, if the IEP Team determines the testing is not appropriate for that student after taking into consideration the student's present level of educational performance, IEP goals and other characteristics permitted by law.~~
- ~~4. All decisions regarding testing of students with disabilities shall be determined according to stipulations identified in the student's IEP. No exemptions or modifications will occur unless specified in the IEP.~~
- ~~5. Test results shall be provided to the parent/guardian/caregiver. Test results will not be used as the sole criterion in determining grade promotion, eligibility for courses or programs, eligibility for graduation or eligibility for participation in postsecondary education opportunities. If a student with a disability is exempted from taking the required tests, the District may not penalize the student by denying grade promotion, eligibility for courses or programs, eligibility for graduation or eligibility for participation in postsecondary education opportunities.~~

~~B. Testing Students with a 504 Plan~~

- ~~1. Under normal circumstances, students with a 504 Plan should participate in district and state required tests.~~
- ~~2. Students qualifying under Section 504 but not under IDEA are entitled to accommodations and services necessary to benefit from state and District assessment activities. Appropriate accommodations and services must be documented in an Individualized Accommodation Plan (IAP). Students receiving accommodations under Section 504 are eligible for the same range of accommodations as students under IDEA or ELL students.~~

C. Testing English Language Learners (ELL)

1. For purposes of these procedures, an “English Language Learner” is a student whose ability to use the English language is limited because of the use of a non-English language in the student’s family or in daily non-school surroundings, and who has difficulty performing ordinary classwork in English as a result of such limited English proficiency.
2. ELL students are expected to participate in state and District-wide testing programs as soon as they achieve an English proficiency level that allows them to demonstrate their knowledge and skills on these tests. Students who are unable to participate in state and District-wide testing are to be provided with alternative assessment.
3. When determining whether to administer District-required tests to ELL students, school staff shall use the following criteria:
 - whether the student has had an opportunity to master the competencies being tested
 - whether the student demonstrates test-taking skills
 - whether a teacher of the student has attested that the student has sufficient academic and English proficiency to take the required test with or without modifications; and
 - the student’s English proficiency score on a DPI approved assessment instrument.
4. When determining whether to administer state-required tests to ELL students, school staff shall follow federal and state guidelines based on the student’s English proficiency score on a DPI approved assessment instrument.
5. Decisions regarding testing will be made on an individual basis for each ELL student and information on both academic and English proficiency data shall be documented.
6. If it is determined that an ELL student should take the required test, the format and administration of the test may be modified based on the individual student’s needs and in accordance with acceptable accommodations. Test results will not be used as the sole criterion in re-classifying an ELL student from a bilingual-bicultural education program or in determining grade promotion, eligibility for courses or programs, eligibility for graduation or eligibility for participation in post secondary education opportunities.
7. Any ELL student who is exempted from taking the required test shall be evaluated to determine his/her achievement level in all core subjects based on federal and state requirements and will be assisted in career development and postsecondary education decisions.
8. Exemption of an ELL student from taking a test may not be used as the sole criterion in determining grade promotion, eligibility for courses or programs, eligibility for graduation or eligibility for participation in postsecondary education opportunities.
9. Based on federal and state considerations, the parent/guardian/caregiver of an ELL student shall be notified at least 30 days prior to administration of the test regarding the student’s inclusion in the test, alternative assessment or both, the criteria used in determining how the student will participate in state testing, and, an explanation of how the results of the test will be used. The test results shall be given to the student’s parent/guardian/caregiver.
10. All notice and test result information provided to parents/guardians/caregivers shall be given in such manner so as to ensure understanding of the notices and test results. They should be provided in English, the parent/guardian/caregiver’s native language or any other necessary means.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy and Curriculum/Program Standing Committees

POLICY AND RULE 6461 – PARENTAL CONSENT FOR TESTING
And
POLICY AND RULE 6462 NON-DISCRIMINATION TESTING/ASSESSMENT

Policy/ Rule 6461, Parental Consent for Testing and Policy/Rule 6462 Non-Discrimination Testing/Assessment have been reviewed by the Special Education Department. It was determined that the information in these policies be eliminated as they are better addressed and contained in the Special Education and Student Support Program and Procedure Manual.

Administrative Recommendation:

Administration recommends that the Personnel/Policy and Curriculum/Program Committees forward removal of Policy and Rule 6461, Parental Consent for Testing, and Policy and Rule 6462, Non-Discrimination Testing/Assessment to the Board for a first reading on March 27, 2012 and a second reading on April 23, 2012.

Dr. Michele Hancock
Superintendent of Schools

Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

Susan Valeri
Director of Special Education
and Student Support

POLICY 6461

PARENTAL CONSENT FOR TESTING

~~Student and parental rights shall be respected in all testing, screening, and evaluation of students. Various types of District testing, including formal pre-school screening procedures, shall require prior written consent of parents or guardians. Exceptions to this requirement include academic testing and health screening programs. Academic testing shall include such items as standardized achievement tests, group administered mental aptitude tests, career interest surveys and various subject area diagnostic tests.~~

~~The parent/guardian shall be informed of the content of any testing information, which is to be shared outside the School District. Such sharing of information shall require prior written consent of the parent/guardian.~~

~~No student shall be required, as part of any District program, to submit to psychiatric or psychological examination, testing or treatment directed toward any purposes not directly related to educational placement or program. Any such examination or testing for placement or program purposes shall require prior written approval of the parent/guardian.~~

~~No student shall be required to submit to psychiatric or psychological examination, testing, or treatment in which the primary purpose is to reveal information concerning:~~

- ~~1. Political affiliations~~
- ~~2. Mental and psychological problems potentially embarrassing to the student or his family~~
- ~~3. Sex behavior and attitudes~~
- ~~4. Illegal, anti-social, self-incriminating and demeaning behavior~~
- ~~5. Critical appraisals of other individuals with whom respondents have close family relationships~~
- ~~6. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers~~
- ~~7. Income (other than that required by law to determine eligibility for participation in a program for receiving financial assistance under such program), without the prior consent of the student (if the student is an adult or emancipated minor, or without the written consent of the parent/guardian)~~

~~LEGAL REF.: Wisconsin Statutes~~

~~Sections 118.125 [Confidentiality of student records]~~

~~20 U.S.C. 1232h [Protection of Pupil Rights provision of the General Education Provisions Act]~~

~~Family Educational Rights and Privacy Act [Student and parent rights regarding student records]~~

~~CROSS REF.: 5910, Children of Divorced/Separated Parents~~

~~6330, Privacy Rights in District Programs~~

~~6460, Testing Programs~~

~~ADMINISTRATIVE REGULATIONS: None~~

~~AFFIRMED: September 24, 1991~~

~~REVISED: January 29, 2002~~

RULE 6461

~~GUIDELINES FOR PARENTAL CONSENT FOR
HEALTH SCREENING TESTING~~

~~Parents/guardians not wishing to have their children participate in health screening programs may indicate this decision in a note to the principal. Notice of health screening testing shall be given at the beginning of the school year and again two weeks before the actual testing.~~

POLICY 6462

~~NON DISCRIMINATORY TESTING/ASSESSMENT~~

~~The evaluation of students for special education programs shall be governed by the I.E.P Team process. The I.E.P. Team shall ensure that testing and evaluation materials and procedures used for the purpose of evaluation and placement of children with disabilities are selected and administered so as not be racially or culturally discriminatory.~~

~~LEGAL REF.: Wisconsin Statutes~~

~~Sections 115.77(1m)(bg) [Testing of students with disabilities]~~

~~118.13 [Student discrimination prohibited]~~

~~118.30 [Student assessment state requirements]~~

~~121.02(1)(r) & (s) [State required tests standard]~~

~~Wisconsin Administrative Code~~

~~PI 8.01(2)(r) & (s) [Rules implementing testing standards; policy/procedure requirement related to the testing and exclusion from testing of students with disabilities]~~

~~PI 9.03(1) [Student nondiscrimination policy requirement]~~

~~PI 16 [Policy/procedure requirement related to testing of students with disabilities; state required tests]~~

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

~~6421, Programs for Students with Disabilities~~

~~6461, Parental Consent for Testing~~

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

~~ADMINISTRATIVE REGULATIONS: None~~

~~AFFIRMED: September 24, 1991~~

~~REVISED: September 14, 1999~~

~~January 29, 2002~~

RULE 6462

~~NON-DISCRIMINATORY TESTING/ASSESSMENT PROCEDURES~~

The evaluation process shall ensure that:

- ~~1. Procedural safeguards for informed consent and due process are provided.~~
- ~~2. Tests and other evaluation materials:~~
 - ~~a. are provided and administered in the child's native language or other mode of communication where appropriate~~
 - ~~b. have been validated for the specific purpose for which they are used~~
 - ~~c. are administered by trained personnel using the instructions provided by their producer.~~
- ~~3. Tests and other evaluation materials which are adopted shall be designed to assess specific areas of educational need.~~
- ~~4. Tests shall be selected and administered to ensure that a test administered to a child with impaired sensory, manual, or speaking skills, yields results which accurately reflect the child's aptitude or achievement level or whatever other factors the test purports to measure, rather than the child's impairment.~~
- ~~5. Data from a variety of sources shall be gathered and considered in the placement decision.~~
- ~~6. The evaluation and assessment shall be made by an I.E.P. Team, including teacher or other specialists, with knowledge in the area of suspected disability and shall encompass all areas related to the suspected disability.~~
- ~~7. Deliberations of the I.E.P. Team will include participation by the child's parent/guardian.~~

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Kenosha Unified School District No. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy and Curriculum/Program Committees

HIGH SCHOOL UPDATE

INTRODUCTION

After the 2010 – 2011 school year the Kenosha Unified School District budget was reduced by \$33 million. The challenge for the District was to maintain the quality and varieties of programming offered to our community and still address our monetary shortfall. The budget shortfalls of this past school year forced us to creatively staff and organize our resources at every grade level to help us reduce the budget and maintain our current level of programming for our families. This report is our second update on programming at our high school level. The first update was provided on October 11, 2011.

BACKGROUND

At the High School level Kenosha Unified has offered more options, extra-curricular activities and educational opportunities than any School District in Wisconsin. Almost 40% of our students do not attend a boundary area school, and students are encouraged to participate in programming at different sites and locations. Historically, in the block schedule, a high school had been staffed for students to take 32 credits, or 8 classes a year. In reality many of these students did not actually take all of the courses they signed up for during the school year. Many students opted for a release or study hall in lieu of a credited class. Since students withdrew from classes after they were staffed, some high schools ended-up running classes with lower class sizes.

To compound this problem of inefficiency, we created a system that encouraged students to take more than 8 credits per year. In some instances students signed up for 8 credits during the school year and additional credits at eSchool. KUSD paid to staff full-time students at high schools and as part-time students at eSchool. If a student elected for a release during the school day and took an eSchool course online, the District double staffed for that student. This included students who registered for classes and dropped them for Youth Options courses.

Furthermore, it was not uncommon for students to maximize their ability to take as many credits as they could during their high school career. Many students would take their PE requirement during summer school or eSchool courses to take advantage of post-secondary opportunities earlier in high school. Since college tuition is expensive, it is appealing for parents to allow the school district to cover the cost of these courses. The School District did this while enduring the staffing costs of high school classes, eSchool classes and Youth Options classes to allow unlimited credit acquisition.

This staffing practice was an obvious area of budgetary concern and a plan was developed to manage our costs and still offer the tremendous array of programming to our students. This plan required a more deliberate and thoughtful selection of courses and a restriction of choices for students. On April 26, 2011, the Kenosha Unified Board of Education addressed this issue and changed the graduation requirements for students and limited the maximum amount of courses students could take each year.

UPDATE

This year despite the massive reduction of staff, we have successfully maintained all of the district course offerings, programs and opportunities for students at the high school level without sacrificing the safety of students and staff or dramatically increasing the size of classes. We actually increased the offering of AP courses this year and have maintained critical support and engagement activities for all of our students. All of our High Schools have implemented a seminar block for students as the key organizational tool that allowed us to continue the current level of programs we offer. A summary of the seminar activities and class sizes at our high schools will be distributed to committee members at the meeting and our high school principals will make a presentation that evening.

Dr. Michele Hancock
Superintendent of Schools

Daniel Tenuta
Asst. Superintendent of Secondary School Leadership

Dr. Susan Savaglio-Jarvis
Principal, Bradford High School

Richard Aiello
Principal, Tremper High School

Dr. Bethany Ormseth
Principal, Indian Trail High School and Academy

Kristopher Keckler
Principal, Kenosha eSchool

William Haithcock
Principal, Harborside

William Hittman
Principal, LakeView Technology Academy

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy and
Curriculum/Program Standing Committees

TEACHING AND LEARNING HANDBOOK
INFORMATIONAL UPDATE

The Office of Teaching and Learning is working towards addressing the need of having a central location that documents the practices and procedures of teaching and learning in Kenosha Unified School District. We began by looking at identifying school board policies that are more procedural than policy and extracting the procedures and placing them into a handbook for teaching and learning. We continue to look through school board policies and other teaching and learning practices to identify information that should be documented to assist Kenosha Unified School District employees in implementing an effective learning program for our students.

Included in this report (Appendix) is a draft of the Kenosha Unified School District Teaching and Learning Handbook being put together this year. We have begun the process of revising information formally found in board policies into procedure material for the use of Kenosha Unified School District staff.

The draft includes a sample table of contents. This table of contents shows the type of information that MAY be a part of the Kenosha Unified School District Teaching and Learning handbook.

Also included are a few samples of entries that will appear in the handbook. As we continue to work throughout the remainder of the year and the summer, we will add additional entries to the handbook.

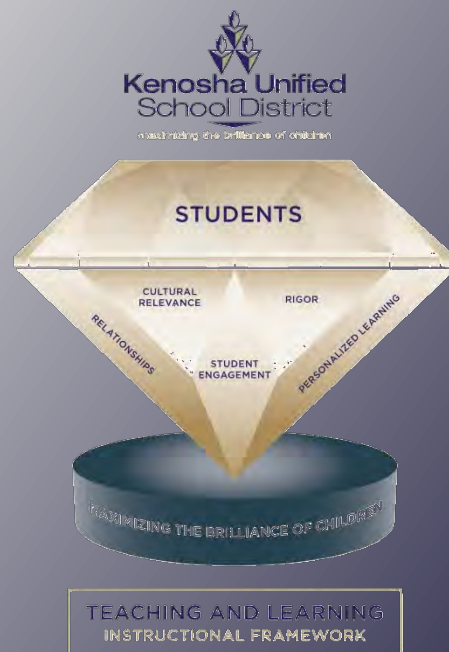
The completion of the first “phase” of the handbook is expected to occur by the end of the summer for distribution in fall 2012. Following the first distribution, the expectation is to update the handbook yearly to ensure for accuracy. The handbook will be available for access on the Teaching and Learning Website.

Dr. Michele Hancock
Superintendent of Schools

Mrs. Vickie Brown-Gurley
Assistant Superintendent of Teaching and Learning

TEACHING AND LEARNING PROCEDURAL HANDBOOK

2012



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A.	An Aligned Curriculum
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Kenosha Unified School District No. 1
Department of Teaching and Learning
Instructional Procedures Manual
DRAFT

Curriculum Development and Adoption (Current Board Rule 6300)

1. Standards and Benchmarks are maintained on the Kenosha Unified School District's website.
2. Curriculum development and adoption will be monitored and adjusted as needed. When deemed necessary, committees shall be established to revise and update the curriculum. These committees will have broad representation from all involved grade levels.
3. Community groups and individuals may present their curriculum concerns to the Assistant Superintendent Teaching and Learning who will determine the need for further study and recommendations as to possible curriculum changes. Where such change involves new programs or courses, these suggestions shall meet established District criteria and be reviewed as outlined below.

New Course Adoption and Implementation

The procedure for new course adoption shall be as follows:

- Department leader/principals forward ideas to the Teaching & Learning Department using the form supplied in this Handbook.
- Teaching and Learning will research the course for curricular fit and costs associated with implementation.
- Proposal is forwarded to the Assistant Superintendent of Teaching and Learning for further research, discussion, and action with Administrative Leadership.

Final decision will be communicated to the department leader/principal in a timely manner through the Teaching and Learning Department.

Kenosha Unified School District No. 1
Department of Teaching and Learning
Instructional Procedures Manual

Movie/Video Usage

This document explains the appropriate and acceptable use of movies and videos in Kenosha Unified Schools.

Classroom Movie/ Video Usage

- Movie/ video clips can enhance the educational experience for students. Therefore, movies/videos must be directly relevant to the curriculum and be appropriate for all students within the classroom.
- Movie/ video clips are defined as being less than 20 minutes in length and are to be used with classroom discussion or activities.
- Full-length movies/ videos will not be shown in classrooms.
- Clips from R, X, or NC17 will not be used. Unrated movies/ video or clips that contain sexually explicit or gratuitous violence will not be used.
- Full-length movie/ video will not be used as incentive or rewards.
- Full-length movie/ videos will not be included in lesson plans for substitute teachers.
- See attached chart for guidelines on movie/video ratings and usage.

Use Outside of the Classroom This includes: after school programming, extended field trips, parent sponsored activities, etc.

- Full-length movie/ videos may be shown if appropriate for the students.
- Movies/ videos with R, X, or NC17 will not be used. Unrated movies/ videos that contain sexually explicit or gratuitous violence will not be used.
- Current public performance licensing is required for any school showing full-length feature movies/ videos outside of the classroom or on field trips. Please contact a Library Media Teacher for additional information about this licensing or contact the district Teacher Consultant for Library Media at 359-6233.

Elementary Schools

- G rated or unrated movies/ video that contain no sexually explicit or unnecessary violence may be shown in their entirety.
- See attached chart for guidelines on movie/video ratings and usage.

Middle Schools

- G, PG, PG-13 rated or unrated movies/ videos that contain no sexually explicit or gratuitous violence may be shown in their entirety. **PG and PG-13 movies/ videos require specific parental consent.**
- See attached chart for guidelines on movie/video ratings and usage.

High Schools

- G, PG, PG -13 rated or unrated movies/ videos that contain no sexually explicit or gratuitous violence may be shown in their entirety.
- See attached chart for guidelines on movie/video ratings and usage.

Library Check Out

- *Materials purchased for our library collections are selected for their educational value and support our curriculum.*
- R, X, NC 17 or unrated movies/ videos containing sexually explicit or unnecessary violence will not be available in our school libraries.

Elementary Library

- G or unrated movies/ videos that do not contain sexually explicit or gratuitous violence may be checked out by students
- PG rated library movies/ videos may be checked out by students only after obtaining parental consent.

Middle School Library

- G or unrated movies/ videos that do not contain sexually explicit or gratuitous violence may be checked out by students.
- PG or PG-13 rated movies/ videos may be checked out by students only after obtaining parental consent.

High School Library

- G, PG, PG-13 or unrated movies/ videos that do not contain sexually explicit or gratuitous violence, may be checked out by students.

Procedures for Use of Video/ Movies in Kenosha Unified Schools

<i>Movie Rating</i>	<i>Classroom use</i>	<i>Outside of Classroom Use</i>	<i>Parental Consent Required</i>
G: entire movie/ video	No	Yes	
G: clip*	Yes	Yes	
PG: entire movie/ video	No	No -elementary Yes- middle Yes - high school	Middle school
PG: clip*	Yes	Yes	
PG13: entire movie	No	No - elementary Yes - middle Yes - high school	Middle school
PG13: clip*	Yes	Yes	
Unrated movies/ video that contain no sexually explicit or unnecessary violence	Yes	Yes	
Unrated clip*	Yes	Yes	
R, NC17 or X	No	No	

*** Clips are defined as 20 minutes or less and are to be used with discussion and/or activities.**

Kenosha Unified School District No. 1
Department of Teaching and Learning
Instructional Procedures Manual
DRAFT

Interlibrary Loans (Current Board Policy 6621)

Staff in buildings that have a library using Destiny Library software will have the ability to borrow materials from other libraries in our district using the HOLDS feature of Destiny. Requests for popular fiction titles however may not be honored if the material is in demand at the lending library.

Materials will be delivered (and returned) to the school library through the interoffice mail service. After a HOLD is placed, the materials are often available in the building library within four school days.

Staff wishing to place a HOLD can login into Destiny using their email name and password. Detailed directions are available through the building Library Media Teacher.

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KENOSHA UNIFIED SCHOOL BOARD
PERSONNEL/POLICY MEETING
Educational Support Center – Room 110
January 10, 2012
MINUTES

A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Ms. P. Stevens was called to order at 6:31 P.M. with the following Committee members present: Ms. R. Stevens, Mr. Bryan, Mrs. Lewis, Mrs. Coleman, Dr. Sconzert, Mr. Jacobs, Mr. Retzlaff, Ms. Hemken, and Ms. P. Stevens. Dr. Hancock was also present.

Approval of Minutes – December 6, 2011 Meeting

Ms. R. Stevens moved to approve the minutes with the correction of listing her as excused as opposed to present. Mrs. Coleman seconded the motion. Unanimously approved.

Information Items

There were no questions on the Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations as contained in the agenda.

Future Agenda Items

There were no future agenda items noted.

Meeting adjourned at 6:35 P.M.

Stacy Schroeder Busby
School Board Secretary

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy Standing Committee

POLICY AND RULE 4310 - INSTRUCTIONAL STAFFING

Information contained within Policy and Rule 4310 that pertains to instructional staffing is no longer relevant and will be addressed under a separate policy called Zero-Based Budget Timelines.

Administration Recommendation:

Administration recommends that the Personnel/Policy Committee forward removal of Policy and Rule 4310, Instructional Staffing to the Board for a first reading on March 27, 2012 and a second reading on April 23, 2012.

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Assistant Superintendent of Business Services

Teresa Osborne-Short
Director of Human Resources

POLICY 4310
INSTRUCTIONAL STAFFING

~~Staff allocation is a function of the Office of Personnel. This includes requests for new staff, replacement staff, and all staffing authorized on the basis of ratio/allocations.~~

AFFIRMED: ~~July 15, 1997~~

REVISED: ~~June 27, 2000~~

RULE 4310

INSTRUCTIONAL STAFFING PROCEDURES

Enrollment projections and reports will be provided by the Office of Educational Accountability. All administrators are expected to be thoroughly familiar with School Board Policy 4115, Assignment and Transfer. All administrators are expected to understand and observe the Staffing Time Line and the Assignment Practices which are contained in this rule. Note: The deadline dates listed below are adjusted annually as per calendar.

STAFFING TIME LINE

DEADLINE	PERSON(S) RESPONSIBLE	ACTION
November 30	Office of Educational Accountability	Provide projected enrollments to Personnel by this date.
January 15	Personnel and Office of Educational Accountability	Recommend enrollment projections and staffing ratio to Board of Education.
February 15	Board of Education	Authorize staffing based on previously approved enrollment projections and staffing ratios.
February 28	Personnel	Obtain Board approval regarding employment of all teachers recommended for continued employment.
February 28	Instructional Administrators	Complete initial student registrations for the next school year.
March 15	Instructional Administrators and Personnel	Determination of number of excess staff by teaching areas.
March 15 through April 30	Immediate Supervisor	Notification to staff of need for reassignment.
March 15-April 30	Personnel	Send to instructional administrators a list of teachers who must be reassigned; list is to contain information regarding current assignment and certification.
March 15-April 30	Personnel	Determine the number of layoffs which may be necessary based upon projected attrition. This step will identify two groups: 1) Those unlikely to be recalled; 2) Those whose layoff is probably unnecessary according to projected attrition.

March 15-April 30	Personnel	Determine if Group I teachers hold Appendix D assignments. Determine if Group I Teachers have the ability to qualify for other subject area positions under Article II, E, 3.
March 15	Personnel	Issue contracts approved by Board.
March 15 (Earlier, if possible, or as soon thereafter as possible depending on circumstances)	Personnel	First posting of vacancies.
March 15	Instructional Administrators and Personnel	Begin employment for vacancies in areas not having teachers to be reassigned. (Interviews may be held on weekends or evenings if necessary.)
March 30	Personnel	Obtain Board approval regarding reemployment of teachers employed after 2/1 if appropriate.
April 8	Principals	Principals and department administrators will collect signed contracts from staff members who have been recommended for employment from the time of issuance until this date indicating compliance with Policy 4118.
April 10	Principals and Department Administrators	Principals and department administrators shall provide Personnel with a staff roster and appropriate supporting documents (signed/unsigned contracts), indicating compliance with Policy 4320.
April 15	Personnel	The Personnel Office will accept signed contracts up to and including this date. Instructional staff who fail to turn in signed contracts by this date and who thereafter desire employment with the District must reapply for employment consideration.
May 31	Instructional Administrators	All teacher evaluations are due including those for persons hired during the school year.

May 31	Personnel	Post Appendix D assignments held by teachers who are being laid off.
June 15	Superintendent	Assign Appendix D positions as necessary under Article II, E, 1.
July 15	Personnel	Give preliminary notice of layoff for Group II.
July 31	Personnel	Give final notice of layoff for Group II.
July 31	Superintendent	Finalize all voluntary and involuntary transfers. (A teacher will be returned to the building from which her/his position was eliminated provided that a vacancy occurs in the building prior to the finalization of all assignments.)

Assignment Practices

Teachers employed will be assigned in order of the following priorities:

1. Teachers approved by the Board for re-employment on a continuing basis.
2. Teachers returning from leaves of absence to their previous assignment or to equivalent assignments within buildings which they left.
3. Voluntary transfers of teachers who must be reassigned.
4. Involuntary transfers of teachers who must be reassigned.
5. Voluntary transfers of teachers other than teachers who have to be reassigned.
6. Recall of teachers previously laid off.
7. Consideration of teachers working on letters of appointment.
8. Consideration of substitute teachers.
9. New teachers.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy Standing Committee

POLICY AND RULE 4320 – INDIVIDUAL EMPLOYMENT CONTRACTS

Information contained within Policy and Rule 4320 was affirmed in 1991 and revised in 2000. The Policy is revised to define the issuing of employment contracts in accordance with state law, Wisconsin Statute 118.24(6) School District Administrator. The procedure outlined in Rule 4320 reflects current practice.

Administration Recommendation:

Administration recommends that the Personnel/Policy Committee forward Policy and Rule 4320, Individual Employment Contracts to the Board for a first reading on March 13, 2012 and a second reading on April 23, 2012.

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Assistant Superintendent Business Services

Teresa Osborne-Short
Director of Human Resources

POLICY 4320

INDIVIDUAL EMPLOYMENT CONTRACTS

Individual employment contracts shall be issued **in accordance with District Procedures that are aligned with state law.** ~~to all regular full-time and regular part-time instructional personnel at the time of initial employment.~~

~~Instructional staff shall be re-employed in accordance with provisions of state law and District procedures.~~

LEGAL REF.: Wisconsin Statutes

Sections 118.21 (Teacher contracts)
118.22 (Renewal of teacher contracts)
118.24(6) School District Administrators

CROSS REF.:

4110	Equal Opportunity Employment and Affirmative Action
4223	Staff Misconduct Reporting
4260	Personnel Records
4310	Instructional Staffing Procedures (if approved on 3-23-12)
4330	Staff Recruitment and Hiring
4350	Instructional Staff Assignments and Transfers (if approved on 3-23-12)
4361	Employee Resignation/Retirement
4362	Employee Discipline
KEA Agreement	

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: April 22, 1991

REVISED: June 27, 2000

RULE 4320

~~GUIDELINES FOR ISSUING INDIVIDUAL~~
EMPLOYMENT CONTRACTS

1. The ~~Personnel~~ **Human Resources** Office shall be responsible for the issuance of all instructional staff individual employment contracts.
2. Principals/department administrators shall be responsible for collecting signed/unsigned contracts from instructional staff members who have been recommended for re-employment from the time contracts are issued until April 8 annually.
3. After April 8, instructional staff members will return signed/unsigned contracts directly to the ~~Personnel~~ **Human Resources** Office.
4. Principals/department administrators shall provide the ~~Personnel~~ **Human Resources** Office with a staff roster and appropriate supporting documents indicating compliance with District policy no later than April 10 annually.
5. Instructional staff failing to turn in signed contracts by April 15 and who thereafter desire employment with the District must reapply for employment consideration.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy Standing Committee

POLICY AND RULE 4340 – SUBSTITUTE PERSONNEL EMPLOYMENT

Information contained within Policy and Rule 4340 - Substitute Personnel Employment was affirmed in 1991 and revised in 2000 to include the new call in system at that time. Currently, substitute teachers have a collective bargaining agreement that defines their employment, and funding for substitutes is addressed in the annual budget process. Decisions related to assignments of substitutes are based on the instructional needs of the school, class and student. The current automated system is outlined in detail for substitutes and administrators. Information regarding updates to the system is disseminated through the office of Human Resources as needed.

Therefore, removal of policy and rule 4340 is recommended.

Administration Recommendation:

Administration recommends that the Personnel/Policy Committee forward removal of Policy and Rule 4340 - Substitute Personnel Employment to the Board for a first reading on March 27, 2012 and a second reading on April 23, 2012, because the information is addressed and updated through the office of Human Resources.

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Assistant Superintendent Business Services

Teresa Osborne-Short
Director of Human Resources

~~—POLICY 4340~~

~~SUBSTITUTE PERSONNEL EMPLOYMENT~~

~~When personnel are absent from their regular duties, available substitutes shall be assigned in accordance with established procedures.~~

~~All substitute teachers shall have the necessary certification, license and/or permit required by state law to serve in substitute teaching assignments.~~

~~LEGAL REF.:~~ ~~Wisconsin Statutes~~

~~Sections 111.31—111.395 (Fair employment standards—employee discrimination)~~
~~—— 118.19 —— (Teacher certificate and licenses)~~
~~—— 118.195 —— (Handicapped teacher discrimination)~~
~~—— 118.20 —— (Teacher discrimination)~~
~~—— 121.02(1)(a) (Hiring staff with proper certification/license/permit)~~
~~PI 3.03(8), Wisconsin Administrative Code (Substitute teacher license/permit~~
~~—— requirements)~~

~~CROSS REF.:~~ ~~4110 —— Equal Opportunity and Affirmative Action~~
~~4231 —— Staff Physical Examinations~~
~~4332 —— Pre-Employment Criminal Background Checks~~
~~Current Employee Agreements~~
~~Substitute Teaching Handbook~~

~~ADMINISTRATIVE REGULATIONS:~~ ~~None~~

~~AFFIRMED:~~ ~~—— April 22, 1994~~

~~REVISED:~~ ~~—— June 27, 2000~~

~~——~~

RULE 4340

~~GUIDELINES FOR ASSIGNING SUBSTITUTE TEACHERS~~

~~All substitute teacher assignments shall be made from the approved list of substitute teachers and through the Substitute Teacher Answering Service, which operates out of the Personnel Office, except in emergency circumstances. Established procedures for making such assignments are found in the Substitute Teaching Handbook, which is available in the Personnel Office.~~

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

March 13, 2012
Personnel/Policy Standing Committee

**POLICY AND RULE 4350 - INSTRUCTIONAL STAFF ASSIGNMENTS AND
TRANSFERS**

Information contained within Policy and Rule 4350 that pertains to instructional staff assignments and transfers is no longer relevant or is addressed in another Policy or District Plan.

Administration Recommendation:

Administration recommends that the Personnel/Policy Committee forward removal of Policy and Rule 4350 - Instructional Staff Assignments and Transfers to the Board for a first reading on March 27, 2012 and a second reading on April 23, 2012.

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Assistant Superintendent Business Services

Teresa Osborne-Short
Director of Human Resources

POLICY 4350

~~INSTRUCTIONAL STAFF ASSIGNMENTS AND TRANSFERS~~

The Superintendent of Schools or designee shall be responsible for the assignment of instructional personnel. Secondary teachers may not be assigned to teach outside their area of certification, except for an emergency situation determined by the Superintendent or designee and which complies with state laws. Transfers shall be made in accordance with the established District policies and procedures.

~~In making involuntary assignments and transfers due to the need for staff reduction within a given school and/or department, the convenience and wishes of the individual teacher will be honored to the extent they do not conflict with the District's goal of providing the best possible educational program for the students of the District. Toward this end, the District will make grade, subject and activity assignments and transfers between schools as necessary in the best interests of the District and its students.~~

Volunteers for reassignment may be considered but generally, following consultation with the teaching staff, an assessment of the following factors will be made in determining who will be involuntarily transferred:

1. ~~Length of District wide seniority.~~
2. ~~Teaching certification of total staff in relation to existing instructional needs.~~
3. ~~Assignment of Appendix D and E positions exclusive of assistant coaching positions and hourly rate positions.~~

~~Decisions regarding specific teachers to be reassigned shall be approved by the Superintendent or designee prior to implementation.~~

LEGAL REF.: ~~Wisconsin Statutes~~

~~Sections 118.19 (Teacher certificates and licenses)~~

~~118.21 (Teacher contracts)~~

~~118.24 (District administrator duties outlined)~~

~~121.02(1)(a) (Hiring staff with proper certification/license/permit)~~

CROSS REF.: ~~4110 Equal Opportunity Employment and Affirmative Action~~

~~4310 Instructional Staffing~~

~~4320 Individual Employment Contracts~~

~~4330 Staff Recruitment and Hiring~~

~~KEA Agreement~~

ADMINISTRATIVE REGULATIONS: ~~_____~~

AFFIRMED: ~~April 22, 1991~~

REVISED: ~~June 27, 2000~~

~~RULE 4350~~

~~GUIDELINES FOR INSTRUCTIONAL STAFF TRANSFERS~~

- ~~1. Beginning approximately May 1 each year, the District will compile a bi-weekly listing of known vacancies for the ensuing school year and a listing of teachers who must be reassigned.~~
 - ~~a. If the possibility of layoff exists, teachers who must be reassigned will be given preference in transfer assignments over teachers seeking voluntary transfers.~~
 - ~~b. Teachers who are to be involuntarily transferred may follow the voluntary transfer procedure until the end of the school year. At that time, unassigned teachers will submit to the Director of Personnel a listing of their assignment preferences, three if possible, in order of priority. When two or more teachers request placement in the same position, the teacher with the greatest District-wide seniority shall be placed provided such placement does not conflict with the instructional requirements and best interests of the District and its students.~~
- ~~2. The Director of Personnel will recommend to the Superintendent of Schools a listing of recommended assignments for the ensuing school year for approval. All assignments will be finalized by August 1.~~
- ~~3. In the event a vacancy occurs in the building/department from which the teacher is being transferred prior to August 1, the teacher to be reassigned will be returned to the building/department provided certification is consistent with the demands of the position.~~
- ~~4. Nothing in these procedures may be construed to be in opposition to the practice of reassigning teachers for reasons related to professional advantage or to Article XIII of the Kenosha Education Association Agreement.~~

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Kenosha Unified School District No. 1
Kenosha, WI
March 13, 2012

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	Letter or Contract
Resignation	3/13/12		Secretarial	Jankowski	Cheryl	Lance Middle School	Library Clerical Assistant	6/12/12	5	\$24,716.40	Resignation	No	Contract
Early, Early Retirement	3/13/12		Instructional	Sikora	Christine	Roosevelt Elementary School	Grade 3	6/12/12	23	\$74,693.00	Early, Early Retirement	No	Contract
Early Retirement	3/13/12		Administration	Fair	Geraldine	School Leadership - High School	Assistant Principal	6/30/12	22	\$108,878.00	Early Retirement	No	Contract
Early Retirement	3/13/12		Administration	Schlais	Jean	School Leadership - High School	Assistant Principal	6/30/12	23	\$110,123.00	Early Retirement	No	Contract
Early, Early Retirement	3/13/12		Instructional	Nolan	Joan	Vernon Elementary School	Grade 3	6/12/12	20	\$74,693.00	Early, Early Retirement	No	Contract