

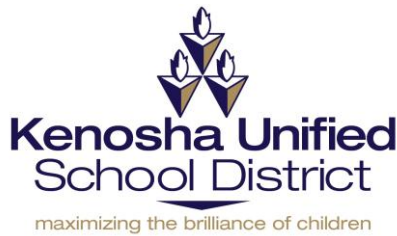


**REGULAR MONTHLY BOARD MEETING
REVISED**

July 24, 2012

7:00 P.M.

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



- I. Pledge of Allegiance
- II. Roll Call of Members
- III. Awards
- IV. Administrative and Supervisory Appointments
- V. Legislative Report
- VI. Views and Comments by the Public
- VII. Remarks by the President
- VIII. Superintendent's Report
- IX. Consent Agenda
 - A. Consent/Approve Recommendations
Concerning Appointments,
Leaves of Absence,
Retirements and Resignations.....Page 1-4
 - B. Consent/Approve Minutes of 6/26/12
Regular Meeting, 7/9/12
Special Meeting and
6/26/12, 7/2/12 and
7/9/12 Special Meetings
and Executive Sessions.....Pages 5-14
 - C. Consent/Approve Summary of Receipts, Wire
Transfers and Check RegistersPages 15-16
 - D. Consent/Approve Policy/Rule and Admin-
istrative Regulations 6520
& 6521 Field/Co-Curricular
Trips & Foreign Educational
Tours (Second Reading).....Pages 17-31
 - E. Consent/Approve Head Start State
Supplemental Grant
Request for the 2012-
2013 School YearPage 32-35

SCHOOL BOARD AGENDA

Page 2

July 24, 2012

REVISED

X. Old Business

- A. Consent/Approve LEGO© Smart Schools™
Grant Program Pages 36-39
- B. Consent/Approve 2012-13 LakeView Technology
Academy Parent-Teacher
Conference Proposal Page 40
- C. Discussion/Action Activities Code of Conduct
And Concussion Protocol..... Pages 41-61
- D. Discussion/Action Renewal of Southeastern
Wisconsin School Alliance
Membership Pages 62-66
- E. Discussion/Action Board Approved Fees for the
2012-2013 School Year Pages 67-74

XI. New Business

- A. Discussion/Action SY 2012-13 Preliminary
BudgetPage 75-83
- B. Discussion/Action Donations to the District..... Page 84

XII. Other Business as Permitted by Law

- Tentative Schedule of Reports, Events and Legal
Deadlines For School Board (July-August) Page 85

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

XIV. Adjournment

Action	Board Date	code	Staff	Last Name	First Name	School/Dept	Position	Effective Date	of Svc	Salary	Reason	Step / Level	or Contract
Early Retirement	7/10/12		Service	Rasch	Gretchen	Food Services	Unit Manager - Middle School	6/25/12	23	\$21.32	Early Retirement	No	Contract
Resignation	7/10/12		Instructional	Duchrow	Stacey	Bradford High School	Physics	6/12/12	3	\$44,926.00	Resignation	No	Contract
Separation	7/10/12		Instructional	Barbee	Erica	Paideia	Science	6/15/12	2	\$41,653.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Barquero	Virginia	Bain Schl Lang	Bilingual Kindergarten	6/15/12	3	\$49,307.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Belongia	Phillip	Charles Nash	Grade 4	6/15/12	2	\$39,473.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Bilotti	Mary	Lance Middle	Science	6/15/12	1	\$40,939.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Bloedorn	Kathleen	Forest Park	Intervention Specialist (Arra)	6/15/12	2	\$22,429.34	Layoff	No	Contract
Separation	7/10/12		Instructional	Bogdan	Christi	Vernon	Grade 1	6/15/12	3	\$40,670.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Bond	Rebecca	McKinley Middle	Grade 6	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Buchholz	Erika	Lakeview Tech	Physical Education	6/15/12	2	\$36,725.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Carlson	Timothy	KTEC	English	6/15/12	2	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Casebolt	Katie	McKinley Middle	Grade 6	6/15/12	2	\$38,397.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Cerminara	Gina	Human Resources	Guidance	6/15/12	4	\$40,319.20	Layoff	No	Contract
Separation	7/10/12		Instructional	Chamness	Benjamin	Lincoln Middle	Physical Education	6/15/12	2	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Cline	Kelly	Indian Trail	Biology Life Science	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Cook	Nathaniel	Bullen Middle	Spanish	6/15/12	3	\$41,272.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Cooper	Nicole	Dept Of Sp Ed	Occupational Therapy	6/15/12	1	\$45,277.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Covey	Kimberly	Lincoln Middle	Grade 6	6/15/12	3	\$39,473.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Creel	Jason	Lincoln Middle	English	6/15/12	1	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Crist-Calafiore	Mary	Bain Schl Lang	Bilingual Grade 3	6/15/12	4	\$42,997.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Croix	Lauren	Paideia	Grade 5	6/15/12	4	\$43,617.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Cutler	Autumn	Brass Comm Schl	Grade 2 (Sage)	6/15/12	3	\$43,467.00	Layoff	No	Contract
Separation	7/10/12		Instructional	De La Cruz	Paige	Indian Trail	Spanish	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Dohrmann	Matthew	McKinley Middle	Grade 6	6/15/12	3	\$43,467.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Eldridge	Kathleen	Mahone Middle	Science	6/15/12	1	\$38,373.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Ferstenou	Bradley	Mahone Middle	Social Studies	6/15/12	2	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Fonger	David	Brompton	Bridges - Site	6/15/12	3	\$41,120.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Furreness	Amy	Tremper HS	Science	6/15/12	3	\$46,448.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Gerou	Kevin	KTEC	Guidance	6/15/12	3	\$46,945.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Gotz	Courtney	Columbus	Grade 2	6/15/12	1	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Gross	Jane	Indian Trail	Intervention Specialist	6/15/12	3	\$50,399.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Hack	Jason	Indian Trail	English	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Hanes	Jamie	Southport	Kindergarten 4 Year Old	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Hansen	Douglas	Human Resources	Social Studies	6/15/12	3	\$32,762.59	Layoff	No	Contract
Separation	7/10/12		Instructional	Huff	Eric	Lincoln Middle	English	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Karnstedt	Paul	Indian Trail	Science	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Kazanecki	Courtney	Bullen Middle	Bridges Intervention Title I	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Kellner	Amanda	Grewenow	Grade 5	6/15/12	3	\$40,071.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Kok	Carol	Human Resources	Grade 5	6/15/12	2	\$26,668.74	Layoff	No	Contract
Separation	7/10/12		Instructional	Kolmos	Kelly	Bose	Title I	6/15/12	1	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Kostreva	Ruth	Southport	Grade 1	6/15/12	4	\$43,617.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Kueny	Marie	Student Support	Guidance	6/15/12	2	\$45,277.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Langenfeld	Daniel	Bullen Middle	Guidance	6/15/12	1	\$51,524.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Lautenbach	Matthew	McKinley Middle	Grade 6	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Lesnik	Jeana	McKinley Middle	Grade 6	6/15/12	2	\$42,227.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Lewicki	Jaclyn	Lincoln Middle	Science	6/15/12	1	\$54,539.75	Layoff	No	Contract
Separation	7/10/12		Instructional	Mattner	Timothy	Jefferson	Kindergarten 4 Year Old (P-5)	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	McNair	Anna	Columbus	Kindergarten	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	McWhorter	Endia	Human Resources	Grade 5	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Medina	Jessica	4K Program	4K Program	6/15/12	1	\$15,947.81	Layoff	No	Contract
Separation	7/10/12		Instructional	Moran	Giovanni	Bain Schl Lang	Bilingual Kindergarten	6/15/12	2	\$72,517.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Morovic	Matthew	Lincoln Middle	Grade 6 (Title I)	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Muldoon	Glassen	Grant	Grade 5	6/15/12	4	\$49,307.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Panfil	Rebecca	4K Program	4K Program	6/15/12	2	\$19,659.78	Layoff	No	Contract
Separation	7/10/12		Instructional	Pedroni	Kristina	Bradford HS	Bridges Ais	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Plowe	J. Brendon	Human Resources	Physical Education	6/15/12	2	\$41,744.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Pulda	Abby	Grant	Grade 1	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Pye	Kristen	Bose	Guidance	6/15/12	1	\$42,589.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Richmond	Douglas	Indian Trail	Physics	6/15/12	2	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Sabin	Jessica	4K Program	4K Program	6/15/12	1	\$17,725.26	Layoff	No	Contract
Separation	7/10/12		Instructional	Stege	Timothy	Tremper HS	English	6/15/12	1	\$37,275.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Steinseifer	Melissa	Strange	Kindergarten 4 Year Old	6/15/12	2	\$45,277.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Stephenson	Samantha	Lincoln Middle	English (Title I)	6/15/12	1	\$36,174.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Stika	Tammy	4K Program	4K Program	6/15/12	1	\$19,521.60	Layoff	No	Contract
Separation	7/10/12		Instructional	Thomey	Bane	Mahone Middle	Business	6/15/12	4	\$57,013.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Vancleve	Miranda	Bullen Middle	Social Studies	6/15/12	2	\$38,397.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Williams	Kevin	Lance Middle	Technology Education	6/15/12	3	\$39,473.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Wollnik	Mary	Jefferson	Intervention Specialist	6/15/12	3	\$20,429.49	Layoff	No	Contract
Separation	7/10/12		Instructional	Zalaznik	Cara	KTEC	Grade 5	6/15/12	2	\$37,824.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Zematis	Jeffrey	Tremper HS	Science	6/15/12	4	\$55,961.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Luisier	Lynn	Prairie Lane	4K Program	6/15/12	1	\$66,748.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Carr	Abby	Stocker	Grade 1	6/15/12	2	\$44,421.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Hubbard	Brianna	Bain Schl Lang	Kindergarten	6/15/12	2	\$40,122.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Ebert	Michelle	4K Program	4K	6/15/12	2	\$18,533.76	Layoff	No	Contract
Separation	7/10/12		Instructional	Corso	Anthony	Dimensions of Learning	Grade 8	6/15/12	3	\$40,071.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Kostreva	Ruth	Southport	Grade 1	6/15/12	4	\$43,617.00	Layoff	No	Contract
Separation	7/10/12		Instructional	Sullivan	Lisa	McKinley Elementary School	Grade 2	6/15/12	5	\$46,945.00	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Binninger	Marlene	Washington Middle School	Library Clerical Assistant (12 month)	6/30/12	20	\$14.37	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Bilak	Diane	Tremper High School	Scheduling Secretary (12 month)	6/30/12	12	\$18.60	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Jensen	Alyssa	Bradford High School	Secretary III (12 Month)	8/25/12	2	\$18.70	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Watring	Susan	Indian Trail Academy	Secretary 1 (12 month)	6/30/12	10	\$17.29	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Wiegele	Barbara	Tremper High School	Secretary III (12 Month)	6/30/12	13	\$19.06	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Kranning	Amber	Bradford High School	Secretary 1 (12 month)	6/30/12	3	\$17.61	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Brown	Wynn	Information Services	Secretary 1 (12 month)	6/30/12	4	\$17.61	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Schaefer	Kristin	Lakeview Tech	Secretary 1 (10 month)	6/30/12	4	\$17.96	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Cullotta	Jeanne	Reuther Central High School	Library Clerical Assistant (10 month)	6/30/12	6	\$12.95	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Villalobos	Martha	Teaching & Learning	Secretary II (12 month) Title 1/ARRA	6/30/12	3	\$18.60	Layoff	No	Contract
Layoff	7/10/12		Secretarial	Shackelford	Mechelle	Teaching & Learning	Secretary 1 (12 Month) 66%	6/30/12	2	\$17.29	Layoff	No	Contract
Appointment	7/10/12		Carpenter & Pa	Loewen	Joseph	Facilities Department	Carpenter	7/1/12	15	\$28.00	Appointment	No	
Appointment	7/10/12		Miscellaneous	Shircl	Denise	Information Services	Helpdesk Assistant	7/1/12		\$14.61	Appointment		
Separation	7/10/12		Instructional	Williams	Joseph	Washington Mid	Bridges Ais	6/15/12	1	\$36,174.00	Layoff	No	Contract
Layoff	7/10/12		Service	Wohlgemuth	Doris	Food Services	Food Service Helper - 1	6/10/12	10	\$17.11	Layoff	No	Contract
Layoff	7/10/12		Service	Hysel	Ann	Food Services	Food Service Helper - 1	6/10/12	10	\$17.11	Layoff	No	Contract
Layoff	7/10/12		Service	Evangelista	Carolina	Food Services	Food Service Helper - 1	6/10/12	5	\$17.11	Layoff	No	Contract
Re-Instatement	7/10/12		Instructional	Phillips	Ryan	Tremper High School	Math (Alternative Education)	6/11/12	2	\$42,772.00	Reinstate Employment	No	Contract
Layoff	7/10/12		Miscellaneous	Goebel	Lawrence	Harborside Academy	Maintenance Specialist	6/30/12	4	\$18.42	Layoff	No	Contract
Resignation	7/10/12		Instructional	Jaeckel	Scott	Mahone Middle School	Technology Education	6/12/12	3	\$43,125.00	Resignation	No	Contract

Action	Board Date	code	Staff	Last Name	First Name	School/Dept	Position	Effective Date	of Svc	Salary	Reason	Step / Level	or Contract
Appointment	7/10/12		Miscellaneous	Perona	Bryon	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Bosman	Denise	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Nicklas	Matthew	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Haselwander	David	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Zalokar	Jake	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Assad	Assad	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Darbutas	Paul	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Williams	Cedric	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Patrick	Linda	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	O'Connell	Barry	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/10/12		Miscellaneous	Hinich	Denise	Information Services	Technology Support Technician	8/6/12		\$19.44	Appointment		
Resignation	7/10/12		Administration	Vaillancourt	Gary	Office of Communications	Chief Communication Officer	7/31/12	2	\$89,501.00	Resignation: Personal	No	Contract
Appointment	7/10/12		Miscellaneous	McKay	Victoria	Human Resources	Human Resources Specialist	7/9/12		\$74,099.00	Appointment	No	Contract
Layoff	7/24/12	**	ESP	Hinich	Denise	Harvey Elementary School	Technology	6/11/12	18	\$16.21	Layoff: Job Elimination	No	Contract
Layoff	7/24/12	**	ESP	Bosman	Denise	Bradford High School	Technology	6/11/12	13	\$16.21	Layoff: Job Elimination	No	Contract
Layoff	7/24/12	**	ESP	Darbutas	Paul	Southport Elementary School	Technology	6/11/12	6	\$13.02	Layoff: Job Elimination	No	Contract
Layoff	7/24/12	**	ESP	Patrick	Linda	Tremper High School	Technology	6/11/12	15	\$15.21	Layoff: Job Elimination	No	Contract
Layoff	7/24/12	**	ESP	O'Connell	Barry	Tremper High School	Technology	6/11/12	7	\$14.64	Layoff: Job Elimination	No	Contract
Resignation	7/24/12	**	Administration	Sandoval	Ronald	School Leadership - Elementary	Assistant Principal	6/30/12	5	\$89,957.00	Resignation: Personal	No	Contract
Resignation	7/24/12	**	Instructional	Weyrauch	Brian	Southport Elementary School	Cross Categorical	6/12/12	14	\$59,518.00	Resignation: Personal	No	Contract
Early Retirement	7/24/12	**	Service	Fuecht	Michael	Facility Services	Head Custodian	#####	20	\$22.86	Early Retirement	No	Contract
Resignation	7/24/12	**	Instructional	Bradley	Colin	Lance Middle School	Dean of Students	6/12/12	9	\$58,857.00	Resignation: Personal	No	Contract
Appointment	7/24/12	**	Miscellaneous	Ciesielski	Travis	Indormation Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/24/12	**	Miscellaneous	Hargrove	Lynda	Indormation Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/24/12	**	Miscellaneous	Martin	Keri	Indormation Services	Technology Support Technician	8/6/12		\$19.44	Appointment		
Resignation	7/24/12	**	Administration	Davis	Lautauscha	Teaching & Learning	Coordinator of Student Engagement & E	6/30/12	5	\$86,165.00	Resignation: Relocation	No	Contract
Resignation	7/24/12	**	Instructional	Geary	Patricia	Southport Elementary School	ESL	6/12/12	5	\$46,730.00	Resignation: Personal	No	Contract
Appointment	7/24/12	**	Miscellaneous	Bolton	Aaron	Information Services	Technology Support Technician	7/1/12		\$19.44	Appointment		
Appointment	7/24/12	**	Miscellaneous	Erb	Kevin	Information Services	Technology Support Technician	7/16/12		\$19.44	Appointment		
Appointment	7/24/12	**	Administration	Germain	Steven	School Leadership - Middle School	Assistant Principal	7/1/12		\$84,403.00	Appointment		
Appointment	7/24/12	**	Miscellaneous	Wiegels	Barbara	Instructional Media Center	Instructional Technician	6/25/12		\$23.75	Appointment		
Separation	7/24/12	**	Instructional	Weinstein	Keef	Human Resources	Guidance	6/15/12	3	\$49,307.00	Layoff	No	Contract
Resignation	7/24/12	**	Instructional	Williamson	Laura	Roosevelt Elementary School	Cross Categorical (Idea)	6/12/12	3	\$33,087.88	Resignation/Relocation	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Akers	John	Reuther High School	Accelerated Learning Teacher	8/29/12	10	\$57,558.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Anderson	Barbara	McKinley Middle School School	Grade 6	8/29/12	5	\$45,388.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Anderson	Stephanie	4K Program	4K Program	8/29/12	3	\$20,829.90	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Armour	Hollie	McKinley Middle School School	Grade 6	8/29/12	5	\$51,809.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Barlow	Eric	Bain School of Language & Arts	Grade 5	8/29/12	7	\$53,070.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Barrett	Rell	Lance Middle School	Science	8/29/12	4	\$74,693.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Battle	Katie	Brompton	Physical Education	8/29/12	7	\$24,469.20	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Beals	Julia	Southport Elementary School	Instructional Coach	8/29/12	5	\$58,939.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Belanger-Gonzales	Lee	Bradford High School	Secondary School Support	8/29/12	5	\$74,693.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Bell	Cheryl	Tremper High School	Math	8/29/12	3	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Bishop	Meghan	Reuther High School	Science	8/29/12	3	\$41,273.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Blachowicz	Leann	Brompton	Grade 5	8/29/12	6	\$45,754.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Blatnik	Mark	Indian Trail Academy	Math	8/29/12	2	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Bochat	Stanley	Fine Arts Dept.	Music	8/29/12	3	\$40,657.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Bowden	Edward	Bain School of Language & Arts	Grade 2	8/29/12	5	\$64,044.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Bower (Malate)	Amy	Southport Elementary School	Pre-School Certified Teacher	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Boyd	Aaron	McKinley Middle School School	Physical Education	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Braya	Staci	Indian Trail Academy	Biology/Life Science	8/29/12	2	\$38,959.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Burnett	Shelley	Washington Middle School	English	8/29/12	8	\$48,357.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Capponi	Elizabeth	4K Program	4K Program	8/29/12	3	\$19,921.93	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Carlson	Diane	Lincoln Middle School	Science	8/29/12	6	\$61,935.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Carino	Janet	Bradford High School	Math	8/29/12	4	\$44,926.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Chang-Moua	Betty	Student Support (Bullen)	Guidance	8/29/12	5	\$51,809.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Chike	Brian	Lance Middle School	Dean of Students	8/29/12	5	\$74,693.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Christensen	Kathleen	Frank Elementary School	ESL Other	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Christianson	Darlene	Lance Middle School	Grade 6	8/29/12	5	\$58,939.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Clark	Jenny	Lance Middle School	English	8/29/12	3	\$40,657.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Clayton	Dawn	McKinley Middle School School	Intervention Spec Title I	8/29/12	4	\$55,922.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Cochran	Rebecca	Washington Middle School	Math	8/29/12	3	\$41,890.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Cole	Jamie	Lincoln Middle School	Social Studies	8/29/12	6	\$74,693.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Coley	Patricia	Roosevelt Elementary School	Kindergarten	8/29/12	6	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Collins	Tricia	Bullen Middle School	Guidance	8/29/12	5	\$64,044.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Corbett	Michelle	Indian Trail Academy	English	8/29/12	6	\$48,729.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Covelli	Laura	Mahone Middle School	Art	8/29/12	7	\$53,070.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Crawford	Michelle	Lincoln Middle School	Grade 6	8/29/12	7	\$55,393.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Cummins	Joshua	Tremper High School	English	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Cyzak	Michael	Bradford High School	English	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Davis	Danielle	T1/P5/Bilingual	Private School Prgm Support	8/29/12	5	\$22,526.46	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Diagne	Heidi	McKinley Elementary School	Kindergarten	8/29/12	6	\$48,169.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Diaz	Joseph	Indian Trail Academy	Math	8/29/12	5	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Dirks	Karen	4K Program	4K Program	8/29/12	4	\$20,753.46	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Dorow	Laura	Tremper High School	Art	8/29/12	2	\$25,712.94	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Droster	Rebecca	Washington Middle School	Grade 6 Title I	8/29/12	4	\$57,558.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Edwards	Lindsay	Mahone Middle School	Grade 6	8/29/12	7	\$55,356.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ekstrom	Steven	Tremper High School	Math	8/29/12	5	\$44,055.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Erb	Kevin	Washington Middle School	Grade 6	8/29/12	6	\$53,045.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Felton	Jessica	Bullen Middle School	Grade 6	8/29/12	5	\$53,070.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Fennig	Kelly	Lance Middle School	English	8/29/12	5	\$44,055.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ferstenou	Mackenzie	Reuther High School	English	8/29/12	3	\$40,657.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Fidler	Christopher	KTEC	Social Studies	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Fiedler	Michael	Washington Middle School	Business	8/29/12	8	\$72,029.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Fischer	Laura	McKinley Middle School School	Music	8/29/12	3	\$47,453.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Fitzgerald	Patricia	Pleasant Prairie Elementary School	Kindergarten	8/29/12	5	\$47,841.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Fraley	Michaela	Human Resources	HR Teacher on Leave	8/29/12	12	\$46,766.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Franklin	Lee	Lincoln Middle School	English	8/29/12	6	\$48,729.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Friedrich	Nancy	KTEC	Social Studies	8/29/12	5	\$57,558.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Frieman	Justin	Tremper High School	French	8/29/12	4	\$29,516.85	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Gagliardi	Bernadette	Stocker Elementary School	Grade 1	8/29/12	8	\$61,935.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Gallo	Brenda	Lance Middle School	Business	8/29/12	8	\$65,184.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Gamez	Nicole	McKinley Middle School School	Science	8/29/12	5	\$49,598.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Gentile	Rita	Lincoln Middle School	Middle School Choir	8/29/12	4	\$44,926.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Golm	Janet	Frank Elementary School	Grade 2	8/29/12	5	\$48,888.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Gombar	Monica	Strange Elementary School	Grade 5	8/29/12	7	\$55,393.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Gram	Irene	Grant Elementary School	Resource (Title I)	8/29/12	6	\$48,729.00	Layoff	No	Contract

Action	Board Date	code	Staff	Last Name	First Name	School/Dept	Position	Effective Date	of Svc	Salary	Reason	Step / Level	or Contract
Layoff	7/24/12	**	Instructional	Gustin	Jessica	McKinley Elementary School	Instructional Coach (Title I)	8/29/12	6	\$45,754.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Habel	Rosemarie	Washington Middle School	Grade 6	8/29/12	6	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Haffner	Kenda	Grant Elementary School	Grade 3 (FEJAF)	8/29/12	7	\$58,857.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hagen	Christie	4K Program	4K Program	8/29/12	3	\$19,921.93	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hailer	Kimberly	Southport Elementary School	4K Program	8/29/12	4	\$20,753.46	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hanson	Angela	Bain School of Language & Arts	Kindergarten	8/29/12	6	\$44,055.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Haraty	Lynette	Vernon Elementary School	4K Program	8/29/12	5	\$66,709.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Haut	Angela	Grant Elementary School	Instructional Coach	8/29/12	5	\$61,383.00	Layoff	No	Contract
Resignation	7/24/12	**	Instructional	Hegg	Sara	Frank Elementary School	Grade 5	6/12/12	4	\$44,287.00	Resignatin/Relocation	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Heide-Waller	Paula	Fine Arts Dept.	Music	8/29/12	23	\$46,766.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Henriksen	Shanthi	Mahone Middle School	English	8/29/12	6	\$48,729.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Higgins	Shannon	McKinley Middle School School	Math	8/29/12	6	\$53,045.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hirsig	Diana	Tremper High School	History	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hoev Jr	Dennis	Reuther High School	Math	8/29/12	6	\$57,640.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hoeysch	Nancy	Prairie Lane Elementary School	Grade 3	8/29/12	6	\$50,829.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Host	Sarah	4K Program	4K Program	8/29/12	4	\$20,753.46	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Houte	Janette	McKinley Middle School School	Grade 6	8/29/12	5	\$45,388.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hovell	Lori	Brass Community School	Instructional Coach (Title I)	8/29/12	4	\$70,323.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Huck	Debra	Bullen Middle School	Grade 6	8/29/12	5	\$53,622.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Hyllberg	Marcella	Bullen Middle School	Science	8/29/12	5	\$54,975.75	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Jager	Hoss	Indian Trail Academy	Social Studies	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Jankiewicz	Jennifer	Jefferson Elementary School	Intervention Specialist	8/29/12	4	\$47,491.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Johnson	David	Indian Trail Academy	Science	8/29/12	6	\$59,518.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kalbfell	Jeremy	McKinley Elementary School	Grade 4	8/29/12	7	\$47,453.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kalowski	Janine	Mahone Middle School	Math	8/29/12	5	\$51,809.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kehl	Jennifer	4K Program	4K Program	8/29/12	2	\$21,586.95	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kennedy	Melissa	Bose Elementary School	4K Program	8/29/12	5	\$54,230.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kerch	Robert	Indian Trail Academy	Biology/Life Science	8/29/12	4	\$46,635.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Konchan	Julie	Prairie Lane Elementary School	4K Program	8/29/12	6	\$65,415.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Konitzer	Tammy	Indian Trail Academy	English	8/29/12	6	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kopp	Stacey	Bradford High School	Instructional Coach (Title I)	8/29/12	3	\$70,323.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kosman	Joseph	Athletics	Physical Education	8/29/12	5	\$44,817.80	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kostreva	Joy	Tremper High School	Math	8/29/12	2	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Krauski	Jessica	Bullen Middle School	Intervention Specialist	8/29/12	2	\$55,130.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Kutchery	Erin	Tremper High School	English	8/29/12	3	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Labatore	Lisa	Prairie Lane Elementary School	Grade 4	8/29/12	6	\$53,045.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Landgraf	Kathleen	Stocker Elementary School	Federal Class Reduction	8/29/12	6	\$58,857.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Lanman	Cynthia	Human Resources	HR Teacher on Leave	8/29/12	6	\$43,419.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Lattimore	Valerie	Forest Park Elementary School	Instructional Coach	8/29/12	3	\$67,186.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Laurent	Jeffrey	Indian Trail Academy	French	8/29/12	12	\$48,804.83	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Layden	Brenna	McKinley Middle School School	Grade 6	8/29/12	5	\$44,722.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Leard	Dionne	Tremper High School	English	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Lechusz	Carol	Tremper High School	English	8/29/12	5	\$61,935.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Limbach	Mary	Brass Community School	Instructional Coach	8/29/12	5	\$66,709.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Lindberg	Laura	Washington Middle School	Grade 6	8/29/12	7	\$53,070.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Luellen	Pamela	Bullen Middle School	Grade 6	8/29/12	5	\$45,388.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Madson	Curtis	Hillcrest	Physical Education	8/29/12	5	\$22,027.50	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Masi	Jennifer	Charles Nash Elementary School	Kindergarten	8/29/12	6	\$70,323.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Matera	Jennifer	Prairie Lane Elementary School	Kindergarten	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	McDonald	Michael	Indian Trail Academy	English	8/29/12	5	\$49,598.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	McGonegle	Bridget	Bradford High School	Secondary School Support	8/29/12	4	\$44,926.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Merrill	Dena	Prairie Lane Elementary School	Grade 5	8/29/12	6	\$46,445.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Middleton	Erin	Strange Elementary School	Grade 1	8/29/12	9	\$43,419.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Milligan	Jennifer	4K Program	4K Program	8/29/12	4	\$23,251.97	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Moaven	Zohreh	Bradford High School	Math	8/29/12	3	\$45,388.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Mommaerts	Raena	Forest Park Elementary School	Kindergarten	8/29/12	9	\$22,574.79	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Montemurro	Rachel	Paideia	Science	8/29/12	5	\$53,622.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Mulligan	Julie	Lakeview Tech	Guidance	8/29/12	6	\$67,186.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Mullis	Casey	McKinley Middle School School	Math	8/29/12	5	\$52,930.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Murdock	Megan	Prairie Lane Elementary School	Grade 1	8/29/12	5	\$44,722.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Murray	Lisa	Tremper High School	English	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Murray	Susan	Indian Trail Academy	English	8/29/12	3	\$57,737.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Neu	Carrie	Lincoln Middle School	English	8/29/12	6	\$74,693.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Neumann	Amanda	McKinley Middle School School	Social Studies	8/29/12	4	\$58,723.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Nighbor	Adam	Athletics	Physical Education	8/29/12	7	\$48,169.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Noorphel	Tiffany	Lance Middle School	Guidance	8/29/12	5	\$35,550.20	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Nooffer	Abbey	4K Program	4K Program	8/29/12	3	\$29,361.78	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Olzewski	Kelly	Strange Elementary School	Pre-School Certified Teacher	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Onsager	Ashley	Grant Elementary School	Grade 2	8/29/12	5	\$41,120.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Otto	Jonathan	Reuther High School	Physical Education	8/29/12	2	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Overocker	Janele	Lakeview Tech	English	8/29/12	4	\$30,409.96	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Pascucci	Joseph	McKinley Middle School School	Social Studies	8/29/12	6	\$46,445.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Payne	Kaitlin	Strange Elementary School	ESL Other	8/29/12	3	\$40,657.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Perry	Lauren	4K Program	4K Program	8/29/12	3	\$19,921.93	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Piccolo	Cara	Fine Arts Dept.	Art	8/29/12	2	\$38,959.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Pinter	Cassandra	Mahone Middle School	Science	8/29/12	13	\$54,614.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Plank	Rebecca-Jean	Grewenow	4K Program	8/29/12	7	\$64,695.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Plowe	Brittney	Mahone Middle School	Math	8/29/12	4	\$44,926.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Porter	Joshua	Bullen Middle School	Math	8/29/12	5	\$36,546.75	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Prahl	Michael	Tremper High School	Technology Education	8/29/12	2	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Pringte	Johanna	Tremper High School	English	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Pukita	Michelle	4K Program	4K Program	8/29/12	3	\$29,527.89	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Quintero	Valerie	Lance Middle School	Grade 6	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Rasch	Sabrina	Bose Elementary School	Grade 3	8/29/12	4	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Reid	Samantha	Tremper High School	Dean of Students	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Rhody	Tammy	Tremper High School	Math	8/29/12	2	\$41,326.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ricciardi	Beth	Jeffery Elementary School	4K Program	8/29/12	6	\$70,323.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Richards	Kristine	Columbus Elementary School	HR Teacher on Leave	8/29/12	5	\$50,760.01	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Rizzo	Louisa	Charles Nash Elementary School	Grade 3	8/29/12	7	\$68,750.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Robaidek	Irene	Special Education Dept.	Teacher Consultant Special Education	8/29/12	11	\$51,388.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Robinson	Laura	McKinley Elementary School	Kindergarten	8/29/12	7	\$49,808.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Roller	Anna	Indian Trail Academy	Multi-Media Production	8/29/12	3	\$44,771.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Rosberg	Erikka	McKinley Middle School School	English	8/29/12	5	\$46,635.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ruffolo	Corinne	Mahone Middle School	Science	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ruha	Heather	Lincoln Middle School	Grade 6	8/29/12	6	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Sakalowski	Kelly	McKinley Middle School School	Math	8/29/12	5	\$46,730.00	Layoff	No	Contract

Action	Board Date	code	Staff	Last Name	First Name	School/Dept	Position	Effective Date	of Svc	Salary	Reason	Step / Level	or Contract
Layoff	7/24/12	**	Instructional	Samz II	James	Tremper High School	Instrumental Music	8/29/12	2	\$46,445.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Santelli	Michelle	Bullen Middle School	English	8/29/12	7	\$41,517.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Sapieka	Helen	Lincoln Middle School	Intervention Spec Title I	8/29/12	3	\$40,657.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schatzman	Marya	Bose Elementary School	Grade 3	8/29/12	4	\$49,154.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schires	Jane	4K Program	4K Program	8/29/12	3	\$36,599.57	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schmidt	Dawn	4K Program	4K Program	8/29/12	4	\$20,753.46	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schmitt	Nathan	Tremper High School	Technology Education	8/29/12	2	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schneider	Heidi	Student Support (Southport)	Guidance	8/29/12	5	\$49,598.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schrandt	Katelyn	Indian Trail Academy	Spanish	8/29/12	2	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schroeder	Michelle	Frank Elementary School	Guidance	8/29/12	5	\$46,696.30	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Schroeder	Katherine	Washington Middle School	Family and Consumer Ed	8/29/12	3	\$40,657.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Seitz	Amelia	Bullen Middle School	Science	8/29/12	5	\$44,722.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Semenas	Catherine	Tremper High School	Biology/Life Science	8/29/12	5	\$74,693.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Shike	Andrea	Paideia	Social Studies	8/29/12	5	\$59,922.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Shimon	Jennifer	Reuther High School	English	8/29/12	4	\$52,930.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Simon	Amy	Mahone Middle School	Grade 6	8/29/12	5	\$44,722.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Skowronski	Sara	Bullen Middle School	Business	8/29/12	6	\$64,044.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Slanchik	Sharon	Washington Middle School	English	8/29/12	5	\$44,722.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Smart	Jamie	Mahone Middle School	Science	8/29/12	4	\$54,230.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Spencer (Domenk)	Shannon	McKinley Middle School School	Grade 6	8/29/12	5	\$51,809.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Strait	Daryl	Bradford High School	English	8/29/12	6	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Sulko	Adam	Tremper High School	History	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Sullivan	Amy	McKinley Middle School School	Grade 6	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Swanson	Linda	4K Program	4K Program	8/29/12	4	\$23,096.64	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Thies	Kelly	Lance Middle School	English	8/29/12	4	\$46,635.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Thomas	Nichole	Indian Trail Academy	Science	8/29/12	4	\$42,996.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Tomczak	Laura	Lincoln Middle School	Math	8/29/12	5	\$44,055.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Tovar	Olga	Bullen Middle School	Spanish	8/29/12	3	\$41,273.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Unti-Runnels	Amy	Indian Trail Academy	English	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Vanderford	Heather	Indian Trail Academy	Biology/Life Science	8/29/12	5	\$46,730.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Vanderhoef	Brian	Indian Trail Academy	Social Studies	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Vela	Brenda	Lincoln Middle School	English (Title I)	8/29/12	5	\$44,055.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wallace	Kathy	Bullen Middle School	Math	8/29/12	5	\$36,536.25	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Walton	Timothy	Lance Middle School	Science	8/29/12	4	\$55,130.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ward	John	Reuther High School	Social Studies	8/29/12	4	\$46,635.00	Layoff	No	Contract
Voluntary Layoff	7/24/12	**	Instructional	Wawiorka	Nancy	Forest Park Elementary School	Kindergarten	8/29/12	14	\$74,693.00	Voluntary Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Weinstein	Jennifer	Bullen Middle School	Math	8/29/12	5	\$45,119.25	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wells	Vicki	Bain School of Language & Arts	Dual Spanish	8/29/12	5	\$53,070.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	White Jr	Melvin	Tremper High School	English	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wichersheim	Nicole	McKinley Elementary School	Pre-School Certified Teacher	8/29/12	4	\$43,641.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Williams	Elizabeth	Prairie Lane Elementary School	Grade 2	8/29/12	7	\$55,130.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Winget	Megan	McKinley Middle School School	Social Studies	8/29/12	6	\$47,136.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wisniewski	Mark	Tremper High School	English	8/29/12	5	\$48,715.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wittler	Denise	Bain School of Language & Arts	Behavior Interventionist	8/29/12	3	\$43,125.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wolbach	Erik	Indian Trail Academy	Math	8/29/12	2	\$53,070.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wooten	Jamie	Washington Middle School	Social Studies	8/29/12	5	\$46,445.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Wyosnick	Amy	McKinley Middle School School	Math	8/29/12	3	\$42,354.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Zemke	Carrie	Indian Trail Academy	Accelerated Independant Study	8/29/12	5	\$50,786.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Ziccarelli	Krista	Lance Middle School	Math	8/29/12	3	\$38,959.00	Layoff	No	Contract
Layoff	7/24/12	**	Instructional	Zielsdorf	Brian	Mahone Middle School	English	8/29/12	4	\$46,635.00	Layoff	No	Contract
Appointment	7/24/12	**	Miscellaneous	Brand	Stacy	Food Services	Production Specialist	7/1/12		\$58,170.00	Appointment	No	Contract
Appointment	7/24/12	**	Miscellaneous	Nieman	Milissa	Information Services	Technology Support Technician	7/18/12		\$19.44	Appointment		Contract
Appointment	7/24/12	**	Administration	Echoles	Paris	Teaching & Learning	Coordinator of Student Engagement	7/30/12		\$86,165.00	Appointment		Contract
Separation	7/24/12	**	Instructional	Slotkus	Dana	Roosevelt	Federal Class Reduction	6/15/12	1	\$36,174.00	Layoff	No	Contract
Appointment	7/24/12	**	Miscellaneous	Preston	Carolyn	Information Services	Technology Support Technician	7/23/12		\$19.44	Appointment		Contract
Appointment	7/24/12	**	Miscellaneous	Christy	Susan	Information Services	Technology Support Technician	7/23/12		\$19.44	Appointment		Contract
Appointment	7/24/12	**	Miscellaneous	Burditt	Judith	Information Services	Technology Support Technician	7/30/12		\$19.44	Appointment		Contract
Separation	7/24/12	**	Miscellaneous	Brown	Akela	Teaching & Learning	Aims Specialist 1	6/30/12	2	\$13.92	Seperation	No	Contract

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON JUNE 26, 2012

A special meeting of the Kenosha Unified School Board was held on Tuesday, June 26, 2012, in Room 125 at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:03 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, and Mrs. Snyder. Dr. Hancock was also present. Mrs. Coleman was excused.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Personnel: Compensation and/or Contracts and Property: Sale.

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

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

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

1. Property: Sale

Mr. Finnemore arrived at 6:05 P.M. with City of Kenosha representatives - Mr. Bosman, Mr. Pacetti, Mr. Lebahn, Mr. Kennedy, Mr. Gordan; Bear Development representatives – Mr. S. Mills, Mr. S.A. Mills; and Partners in Design representatives – Mr. O'Connell and Mr. Carbol. Information on a possible property sale was distributed and presented to Board members.

Mr. Finnemore and the representatives from the City of Kenosha, Bear Development, and Partners in Design were excused at 6:42 P.M.

Dr. Hancock was excused at 6:43 P.M.

2. Personnel: Compensation and/or Contracts

Board members discussed information relating to Dr. Hancock's contract.

Meeting adjourned at 7:10 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD JUNE 26, 2012

A regular meeting of the Kenosha Unified School Board was held on Tuesday, June 26, 2012, at 7:00 P.M. in the Board Room of the Educational Support Center. Mrs. Snyder, President, presided.

The meeting was called to order at 7:17 P.M. with the following Board members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, and Mrs. Snyder. Dr. Hancock was also present. Mrs. Coleman was excused.

Mrs. Snyder, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District No. 1. Notice of this regular meeting was given to the public by forwarding the complete agenda to all requesting radio stations and newspapers. Copies of the complete agenda are available for inspection at all public schools and at the Superintendent's office. Anyone desiring information as to forthcoming meetings should contact the Superintendent's office.

There were no awards to be presented.

There were no Administrative or Supervisory Appointments.

Mr. Bryan gave the Legislative Report.

Views and comments were made by the public.

Mrs. Snyder made her remarks.

Dr. Hancock gave the Superintendent's Report.

The Board considered the following Consent-Approve items:

Consent-Approve item IX-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations as presented.

Consent-Approve item IX-B – Minutes of 5/22/12 Regular Meeting, 6/6/12 Special Meeting, and 6/6/12 Special Meeting and Executive Session.

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

"It is recommended that the May 2012 cash receipts deposits totaling \$961,526.26 and cash receipt wire transfers-in totaling \$14,532,733.98, be approved.

Check numbers 482474 through 483577 totaling \$6,513,971.49, and general operating wire transfers-out totaling \$193,466.83, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the May 2012 net payroll and benefit EFT batches totaling \$19,166,211.97 and net payroll check batches totaling \$16,297.34, be approved.”

Mr. Nuzzo moved to approve the consent agenda as presented. Mr. Gallo seconded the motion. Unanimously approved.

Mrs. Teresa Osborne-Short, Director of Human Resources, presented the Adoption of the Transition Employee Handbook – Service Employees submitted by Mrs. Osborne-Short, Mrs. Glass, and Dr. Hancock, excerpts follow:

“Effective July 1, 2012, the collective bargaining agreement between Kenosha Unified School District and SEIU (Service Employees) will expire. With the implementation of Act 10, which prohibits unions and employers from bargaining over conditions of employment other than wages, the Board of Education is required to adopt an employee handbook. For current SEIU employees, this handbook must be in place effective July 1, 2012. For all other groups, the handbook must be in place effective July 1, 2013.

The goal is to develop an employee handbook committee to create a “district-wide handbook” that will cover all employees. Because this committee will not be convened until the summer of 2012, it is necessary for the Board of Education to approve a “transition” employee handbook for service employees. During the transition, the administration recommends that the handbook contain the following components:

1. Department Work Rules and Procedures;
2. Personnel Guidebook ;
3. One year Salary Schedule; and
4. Employee Benefit Outline.

At its June 12, 2012 meeting, the Personnel/Policy Committee voted to forward the “Transition” Employee Handbook to the School Board for consideration. It is the recommendation of the Administration that the School Board adopt this “transition” handbook effective July 1, 2012.”

Mrs. Taube moved to approve the “Transition” Employee Handbook with the change of “At-Will” to “Just Cause” under the “Standard of Discipline” item/benefit. Mr. Bryan seconded the motion. Motion carried. Mr. Gallo and Mr. Nuzzo dissenting.

Mr. Daniel Tenuta, Assistant Superintendent of Secondary School Leadership, presented the Request to Submit the American Honda Foundation Grant for Youth Education and Science Education submitted by Mr. William Hittman, Principal at LakeView Technology Academy; Mr. Tenuta; and Dr. Hancock, excerpts follow:

“School Board approval is requested to submit the Equipment and Training Grant of \$39,800 for a Nanosurf Easyscan 2 AFM Atomic Force Microscope through the American Honda Foundation. The American Honda Foundation engages in grant making that helps meet the needs of the American society in the areas of youth and scientific education,

while strategically assisting communities in driving long-term benefits. American Honda Foundation supports youth education with a specific focus on the STEM (science, technology, engineering and mathematics) subjects in addition to the environment. The funding priority is youth education, specifically in the areas of science, technology, engineering, mathematics, the environment, job training, and literacy.

The Atomic Field Microscope is a very sensitive piece of scientific equipment. It requires a trained operator, vibration free platform, and periodic recalibrating. LakeView faculty and students will have to adhere to specific operational procedures and strict safety. The AFM is neither a toy nor a simulator. It is an authentic piece of scientific equipment of a high level of sophistication. The benefits of proper use of the AFM are tremendous.

At its June 12, 2012 meeting, the Audit/Budget/Finance and Curriculum/Program Committees voted to forward this grant to the School Board for consideration. Administration recommends that the School Board grant approval to submit and accept if awarded the American Honda Foundation Grant for Youth Education and Science.”

Mr. Nuzzo moved to approve to submit and accept if awarded the American Honda Foundation Grant for Youth Education and Science. Mr. Gallo seconded. Unanimously approved.

Mr. Tenuta presented the State Farm Insurance-Auto, Life, Fire Grant for Hillcrest Dream Tree Arboretum submitted by Mr. Terry Ehiorobo, Principal at Hillcrest School; Mr. Tenuta; and Dr. Hancock, excerpts follow:

“School Board approval is requested to submit the application for the State Farm Insurance grant to be use on a project learning activity at Hillcrest School.

Hillcrest School is an alternative educational school that helps students who are at risk of dropping out and failing to complete high school. We have a 12 acre field that students envision as an arboretum with over 120 different trees that would provide a science research park. This service learning project will provide the first arboretum in the school district. The project will also allow students to be engaged in research and service learning activities such as tree studies, tree planting and tree care. The students will also benefit from on-site research, which will empower them to aid the community and enhance their scientific knowledge.

At their joint meeting on June 12, 2012, the Curriculum/Program and Audit/Budget/Finance Committees voted to forward this grant to the School Board for consideration. Administration recommends that the School Board grant approval to submit and accept if awarded the State Farm Insurance Grant to fund a Hillcrest Dream Tree Arboretum.”

Mr. Nuzzo moved to approve to submit and accept if awarded the State Farm Insurance Grant to fund a Hillcrest Dream Tree Arboretum. Mr. Bryan seconded the motion. Unanimously approved.

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

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

At its June 12, 2012 meeting, the Personnel/Policy and Curriculum/Program Committees voted to forward changes to Policies 6520 and 6521 to the School Board for consideration. Administration recommends that the School Board approve as a first reading the changes to Policy 6520 Field/Co-Curricular Trips with removal of the rule portion and removal of Administrative Regulations 6520A-G as well as removal of Policy/Rule 6521. These changes will be brought back for a second reading at the July 24, 2012 regular meeting.”

Mr. Bryan moved to approve the changes to Policy 6520 Field/Co-Curricular Trips with removal of the rule portion and removal of Administrative Regulations 6520A-G as well as removal of Policy/Rule 6521 as a first reading this evening and as a second reading on July 24, 2012. Mrs. Taube seconded the motion. Unanimously approved.

Mrs. Schmitz presented the Authorization of 2012-2013 Expenditures Prior to Formal Adoption of the Budget submitted by Mr. Tarik Hamdan, Budget and Grant Manager; Mrs. Schmitz; and Dr. Hancock, excerpts follow:

“The budget adoption cycle for Wisconsin school districts is such that School Boards do not adopt a final budget until October of each year, despite the fact that the fiscal year begins in July. The primary reason for this delay is that many of the factors needed to finalize the budget are not known until September and October. Equalized property values and official 3rd Friday student counts will not be known until the end of September. Certification of state aid from the Department of Public Instruction (DPI) will not occur until October.

It is customary for School Boards to approve a resolution authorizing district administration to expend funds between July 1st and the time that the budget is formally adopted.

The preliminary budget assumptions that form the basis of the 2012-2013 budget will be presented to the Audit, Budget and Finance Committee and the Board of Education at their regularly scheduled July meetings. The Board approved assumptions will be incorporated into the District’s Preliminary 2012-2013 Budget which will be presented at

the Public Hearing of the Budget in September. The final budget will be presented to the Board in October for formal adoption.

Administration requests that the Board authorize the payment of all currently authorized salaries and benefits beginning July 1st and continuing until the budget is formally adopted. In addition, it is requested that the Board authorize expenditures in other areas to continue at the discretion of Administration up to the levels authorized in the prior year's budget, not to exceed 34% of that budget, unless specific Board action has occurred to either initiate or discontinue specific programs or activities."

Mr. Nuzzo moved to approve the payment of all currently authorized salaries and benefits from July 1st until the budget is formally adopted and expenditures in other areas to continue at the discretion of Administration up to the levels authorized in the prior year's budget, not to exceed 34% of that budget, unless specific Board action has occurred to either initiate or discontinue specific programs or activities. Mr. Gallo seconded the motion. Unanimously approved.

Mr. Anderson Lattimore, Assistant Superintendent of Educational Accountability, presented the Hearing Officers submitted by himself and Dr. Hancock, excerpts follow:

"Annually, Administration brings forth a recommendation concerning the appointment of Hearing Officers to assist the District with any expulsion hearings for the upcoming year. Hearing Officers are paid \$100 per hearing and are scheduled on a rotating basis.

Indicated below is a listing of the three (3) individuals that Administration would like to secure for the 2012-2013 school year: The nominated individuals are as follows:

Ms. Wheeler is a practicing attorney in Racine. She previously served as a Racine Judge, four of which were in the juvenile division. Ms. Wheeler has served as a KUSD Hearing Officer for the past six years.

Mr. Regner is a retired school Administrator who has experience as a teacher, building principal and as an Administrator. Mr. Regner has served as a KUSD Hearing Officer also for the past six years.

Mr. Richardson is a retired Racine Unified School District Administrator and school counselor. Mr. Richardson has a distinguished career in education and in community involvement activities in the Racine community. Mr. Richardson will be serving his second year as a Hearing Officer.

Administration recommends that the Board of Education authorize the appointment of the three (3) recommended Hearing Officers for the purpose of expulsion hearings during the 2012-2013 school year. In addition, Administration further recommends that their contracts be set at a rate of \$100.00 per hearing for the 2012-2013 school year."

Mr. Bryan moved to approve the appointment of the three (3) recommended Hearing Officers for the purpose of expulsion hearings during the 2012-2013 school year

at a rate of \$100.00 per hearing. Mrs. Taube seconded the motion. Unanimously approved.

Mr. Patrick Finnemore, Director of Facilities, presented the WE Energies Easement – Bose Elementary School submitted by himself and Dr. Hancock, excerpts follow:

“On June 21, 2012, KUSD received a letter from WE Energies, our local electrical power and natural gas provider, requesting a 12-foot wide easement on a portion of the Bose Elementary School property. This easement will facilitate the installation and maintenance of a new electrical service to the school to replace the existing service which is over 40 years old. The service, when installed, will improve the reliability of the electrical service to the school which has been an issue in recent years.

Administration recommends Board approval of the easement request from WE Energies at the Bose Elementary School property.”

Ms. Stevens moved to approve the WE Energies Easement at the Bose Elementary School property. Mr. Nuzzo seconded the motion. Unanimously approved.

Mrs. Snyder indicated that action on the Approval of Employment Contract for the Superintendent of Schools would be postponed.

Mr. Bryan presented the Donations to the District as presented in the agenda.

Mr. Bryan moved to approve the Donation to the District as presented. Ms. Stevens seconded the motion. Unanimously approved.

Meeting adjourned at 8:28 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON JULY 2, 2012

A special meeting of the Kenosha Unified School Board was held on Monday, July 2, 2012, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 4:00 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Personnel: Evaluation Consideration.

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

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

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

1. Personnel: Evaluation Consideration

Mrs. Glass arrived at 4:05 P.M. and presented information relating to Dr. Hancock's evaluation.

Mrs. Glass was excused 4:57 P.M.

Board members continued to discuss Dr. Hancock's evaluation.

Meeting adjourned at 5:22 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD ON JULY 9, 2012

A special meeting of the Kenosha Unified School Board was held on Monday, July 9, 2012, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 4:10 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Snyder announced that an executive session had been scheduled to follow this special meeting for the purpose of Personnel: Evaluation Consideration.

Mr. Bryan moved that the executive session be held. Mrs. Coleman seconded the motion.

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

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

1. Personnel: Evaluation Consideration

Mrs. Snyder presented Board members with information relating to Dr. Hancock's evaluation and discussion followed.

Meeting adjourned at 4:46 P.M.

Stacy Schroeder Busby
School Board Secretary

A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD JULY 9, 2012

A special meeting of the Kenosha Unified School Board was held on Monday, July 9, 2012, at 5:00 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of the meeting was for Discussion/Action - Approval of Employment Contract for the Superintendent of Schools.

The meeting was called to order at 5:00 P.M. with the following members present: Ms. Stevens, Mrs. Taube, Mr. Gallo, Mr. Nuzzo, Mr. Bryan, Mrs. Coleman, and Mrs. Snyder. Dr. Hancock was also present.

Mrs. Snyder, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Sheronda Glass, Assistant Superintendent of Business, presented the Approval of Employment Contract for the Superintendent of Schools submitted by Mrs. Snyder, excerpts follow:

"It is recommended that the Board of Education hereby agree to employ Dr. Michele Hancock to serve and perform the duties of the Superintendent of Schools of the Kenosha Unified School District, effective July 1, 2013 through June 30, 2015, followed (unless notice of refusal to extend the term is provided to the Superintendent no later than December 31, 2013) by a one-year extension to June 30, 2016."

Mr. Bryan moved to approve the Employment Contract for the Superintendent of Schools. Ms. Stevens seconded the motion. Unanimously approved.

Meeting adjourned at 5:03 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District No. 1
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
July 24, 2012

CASH RECEIPTS	reference	total
June 2012 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	state aids register receipts	\$ 51,823,167.55
District Municipalities	tax settlement - June payment	-
Johnson Bank	account interest	88.41
Bankcard Services	food services credit card receipts (net of fees)	41,288.48
Wind River Financial	school credit card receipts (net of fees)	4,558.20
Meridian Bank (RevTrak)	district web store receipts (net of fees)	4,998.24
Retired & Active Leave Benefit Participants	premium reimbursements	24,660.12
HHS	head start grant	235,839.02
Various Sources	small miscellaneous grants / refunds / rebates	16,977.85
Total Incoming Wire Transfers		\$ 52,151,577.87

June 2012 Deposits to Johnson Bank - All Funds:

General operating and food services receipts	(excluding credit cards)	\$ 484,739.70
--	--------------------------	---------------

TOTAL MAY CASH RECEIPTS

\$ 52,636,317.57

CASH DISBURSEMENTS	reference	total
June 2012 Wire Transfers-Out, from Johnson Bank to:		
<i>payroll & benefit wires</i>		
Individual Employee Bank Accounts	net payrolls by EFT (net of reversals)	\$ 7,362,763.22
WI Department of Revenue	state payroll taxes	305,371.59
WI Department of Revenue	state wage attachments	2,294.26
IRS	federal payroll taxes	2,547,543.56
Diversified Benefits Services	health retirement account claims	108,594.76
Diversified Benefits Services	flexible spending account claims	36,571.19
Employee Trust Funds WRS	wisconsin retirement system	1,900,311.49
Delta Dental WI	dental & vision insurance premiums	84,726.40
FICA Alternative	federal payroll taxes	2,801.09
Burkwald & Associates	management fee	-
Various	TSA payments	263,466.88
<i>general operating wires</i>		
Elan Financial	purchasing card payment	-
US Bank	purchasing card payment	279,883.67
Aegis	workers' compensation payment	100,000.00
Kenosha Area Business Alliance	lease payment	17,453.54
Various	returned checks	273.46
Total Outgoing Wire Transfers		\$ 13,012,055.11

June 2012 Check Registers - All Funds:

Net payrolls by paper check	Register# 01012-DP, 01013-DP, 01513-DP	\$ 15,521.96
General operating and food services	Check #483578 thru Check #485103	8,747,892.01
Total Check Registers		\$ 8,763,413.97

TOTAL June CASH DISBURSEMENTS

\$ 21,775,469.08

Administrative Recommendation

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

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

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

Dr. Michele Hancock
Superintendent of Schools

Tina M. Schmitz
Chief Financial Officer

Heather J. Kraeuter, CPA
Accounting Supervisor

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

July 24, 2012

POLICY/RULE AND ADMINISTRATIVE REGULATIONS 6520 & 6521
FIELD/CO-CURRICULAR TRIPS & FOREIGN EDUCATIONAL TOURS

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

Administrative Recommendation:

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

Dr. Michele Hancock
Superintendent of Schools

Mark Hinterberg
Coordinator of K-12 Social Studies and Career and Technical Education

POLICY 6520
FIELD/CO-CURRICULAR TRIPS

A field/co-curricular trip is an extension of the classroom/co-curricular ~~activity and experience~~. **Trips** should be considered an expansion or enrichment of the regular curriculum. ~~One day Trips within and outside the District Wisconsin~~ that are related to specific curricular or co-curricular objectives and provide educational enrichment for participating students ~~may~~ **must** be approved by the building principal. **Overnight and out of state trips must be approved by the Assistant Superintendent/designee.** To be educationally beneficial, a field trip/co-curricular trip requires thoughtful selection, careful advance preparation of the class/activity group, and a plan to assist students in assimilating the experience during and after the conclusion of the trip.

As it pertains to International Educational Tours, the Superintendent of Schools/designee will give written approval to a teacher to take District students on an international educational tour. No District resources, including personnel, will be committed to an international educational tour that has not been approved.

~~Transportation of students to school-related activities, involving the use of public carriers, shall be arranged through the Superintendent/designee.~~

All district rules and student handbook policies are in force and need to be adhered to while on co-curricular trips.

~~The District non-discrimination policy is adhered to in the planning of all field trips and co-curricular activity trips.~~

LEGAL REF.: Wisconsin Statutes

Sections 118.13 [Student discrimination prohibited]
120.13 [Board power to do all things reasonable for the cause of education]
121.54(7) [Extracurricular transportation]

CROSS REF.: 3250, Student Fees, Fines and Charges

3450, Monies in School Buildings

5126.3, Management of Funds

3545, Transportation

3545.4, Non-Public School Students

3545.6, Student Transportation Services

3511.5, Use of Private Vehicles to Transport Students

5110, Equal Educational Opportunities

5430, Student Conduct and Discipline

5531, Emergency Care Services

5534, Administering Medication to Students

5132, Student Motor Vehicle Use

6521, Foreign Educational Tours

6700, Extracurricular Activities and Programs

6730, Social Events/Student Reward Trips

Classroom Code of Conduct

Teaching and Learning Handbook

POLICY 6520
FIELD/CO-CURRICULAR TRIPS
Page 2

ADMINISTRATIVE REGULATIONS: 5531, Guidelines for Building Emergency Plans
6520A, Field Trip/Co-Curricular Trip Request Form
6520B, Health and Emergency Information Form for Field
/Co-Curricular Trips
6520C, Responsibility Contract for Field/Co-Curricular Trips
6520D, Guidelines for Walking Field Trips
6520E, Student Responsibilities on Field Trips
6520F, Chaperone Responsibilities for Field Trips
6520G, Trip Check Off Lists

AFFIRMED:

REVISED: September 14, 1999
January 29, 2002
December 14, 2004

RULE 6520
FIELD/CO-CURRICULAR TRIPS

1. ~~Teachers and principals shall be expected to consider the following factors in selection of field/co-curricular trips:~~
 - ~~a. Value of the activity to the particular class or group~~
 - ~~b. Relationship of the trip activity to a particular aspect or to the District's educational standards and benchmarks~~
 - ~~c. Suitability of the activity and distance traveled as it relates to student age~~
 - ~~d. Mode and availability of transportation~~
 - ~~e. Cost~~
2. ~~Upon approval by the building principal, teachers and other certified staff may plan field/co-curricular trips within and outside the District with the following guidelines for approval:~~
 - ~~a. One day trips within Wisconsin are subject to the principal's review and approval. Approval must be based on relevance to the learning standards of the District, cost, supervision, and transportation.~~
 - ~~b. Overnight and out of state field/co-curricular field trip plans must be approved by the Superintendent/designee.~~
 - ~~c. A Responsibility Contract for Field/Co-Curricular Trips must be signed by the student and parent/guardian and on file for all overnight field/co-curricular trips.~~
 - ~~d. All collections and disbursements of money to cover transportation expenses for trips shall be handled in accordance with established field trip and activity fund procedures.~~
 - ~~e. Written parental/guardian permission for each participating student is required for all trips.~~
3. ~~A list of student participants, school personnel, and chaperons shall be on file with the building principal twenty-four hours prior to the trip departure.~~
4. ~~Extended trips and trips involving travel outside the United States should occur during days other than when school is in session.~~
5. ~~Trips within walking distance of the school may be arranged, with the approval of the principal, in accordance with District rules and regulations. All field/co-curricular trips requiring transportation shall be arranged through the District transportation office. Voluntary non-public transportation may be used for travel within the District, subject to rules and regulations. All requisitions for field/co-curricular trip transportation must be filed in the District's Office of Transportation at least three weeks prior to the trip.~~

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 6520A FIELD/CO-CURRICULAR TRIP REQUEST FORM

Date Request Submitted _____ School _____

Teacher(s) _____ Dept./Grade Level _____

Topic of Field Trip _____ DATE OF FIELD TRIP _____

Departure Time: _____ Return Time: _____

Overnight _____ No. Of Students _____

Out of State _____ Grade Level(s) _____

Foreign _____

Destination/Preliminary itinerary _____

Learning standards addressed _____

Connection to curriculum unit _____

Follow up classroom activities _____

Educational value for students _____

Chaperones: Name _____ Position _____

Special Accommodations Needed (for students with disability/special needs) _____

Mode of Transportation _____ Company _____

Cost of Trip to Individual Student _____

Are substitutes needed? Yes _____ No _____ Arrangements made _____

Arrangements for students not participating in trip _____

APPROVAL

Principal's Signature _____ Date _____

(Walking, in district, out of district one day only)

Executive Director of School Leadership _____

Date _____

(Out of state and/or overnight)

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 6520B HEALTH AND EMERGENCY INFORMATION FOR OVERNIGHT TRIP FORM

Student's Name _____
Parent/Guardian (1) _____ Home Phone Number _____
Work Phone Number _____ Cellular Phone Number _____
Parent/Guardian (2) _____ Home Phone Number _____
Work Phone Number _____ Cellular Phone Number _____
Physician's Name _____ Phone Number _____

In the event we would not be able to contact you, please list two alternate names to call

Alternate _____ Phone Number _____
Alternate _____ Phone Number _____

To assist the chaperones in providing careful supervision of the health and safety of your child, please advise of any needed attention. Advanced information makes it possible to take preventative measures. To the best of my knowledge _____ is in good health and free of any communicable disease or ailment. _____ Child's Name _____

Does your child have a problem with: Yes No Yes No
1. Motion sickness (bus/airplane/boat) _____ 5. Seizures or convulsions _____
2. Headache _____ 6. Allergies _____
3. Sleep walking _____ 7. Other _____
4. Asthmatic attacks _____

If yes to allergies, what are the allergies? _____

If your child is on medication, what is the medication? _____

What is the schedule of the medication? _____

(If prescription medication is being taken, bring the medication in its prescription bottle)

"I hereby authorize the teacher or person in charge of medication to give my child prescribed medication at the times indicated."

Parent/Guardian Signature _____ Date _____

In the event of EMERGENCY CONDITIONS, the following procedures will be followed:

1. Emergency first aid will be given by teacher, trip authority, or other qualified person
2. In case of serious injury/sickness:
 - a. The child will be transported to the nearest hospital for examination by a physician
 - b. Reasonable effort will be made at contacting the Parent/Guardian referenced above.

In the event that I am unable to be reached, I hereby consent to my child's treatment as recommended by a physician. I understand that I as a parent/guardian am responsible for the cost of the service rendered.

Medical Insurance Carrier & Phone Number _____ Policy Number _____

Parent/Guardian Signature _____ Date _____

ADMINISTRATIVE REGULATION 6520C
RESPONSIBILITY CONTRACT FOR FIELD/CO-CURRICULAR TRIPS

It is a privilege for you to participate in the District sponsored trip to _____
_____ (location) for _____ (activity)
on _____ (date). Specific event/itinerary information is provided by the trip coordinator. Participation in this trip may involve risks not found in activities at school. There will be time during the trip when students are not directly supervised. (Refer to the attached itinerary for detail.) Accordingly, the expectations of the trip are listed below along with the consequences for breaking the rules. Please read them carefully. By signing the bottom of the contract, the student agrees to abide by the rules and to accept the consequences if he or she chooses to break the rules. Parents, you are accepting significant financial responsibility if your child participates in a serious violation of the KUSD Code of Conduct, school rules, or this Responsibility Contract. Please read this document carefully. It is to be signed and in the hands of the school administration before a student will be allowed to go on a trip.

1. All school rules are in effect while on the field trip.
2. Possession and consumption of alcoholic beverages and tobacco products are prohibited. Prescribed and over the counter medication must be in the possession of and dispensed by school personnel. All other drugs are strictly prohibited.
3. Students must keep their assigned chaperone advised of their whereabouts at all times.
4. Students must attend all mandatory activities and meal functions.
5. Students must conduct themselves in such manner as to bring pride to the student, his or her family, school, and community.
6. Students must adhere to any established dress code.
7. Students must comply, throughout the trip, with any and all instructions directed to the student and/or the group by a chaperone or staff member.
8. Students may only ride in school vehicles or vehicles driven by the teacher, coach, or chaperone. Any exceptions must be pre approved by the administrator.
9. Students are to conduct themselves in accordance with the rules and regulations outlined in the District policy manual and the student handbook. Any violation of these rules will result in appropriate disciplinary action.
10. Any illegal conduct, for example, vandalism, theft, possession of a fire arm, etc., is prohibited.
11. Students are responsible for their personal belongings and agree to permit inspection of personal belongings by school personnel or chaperones.
12. Students may not travel anywhere alone.

ADMINISTRATIVE REGULATION 6520C
RESPONSIBILITY CONTRACT FOR FIELD/CO-CURRICULAR TRIPS
Page 2

- ~~13. Abusive language or conduct endangering the safety of trip participants is prohibited.~~
- ~~14. Whenever a student is in doubt about what to do, he/she is expected to seek advice from the chaperone or other adult member of the group.~~
- ~~15. Hitchhiking and the rental or driving of motorized vehicles is not allowed.~~
- ~~16. Students must sleep in their assigned place.~~
- ~~17. Students must adhere to all established curfews.~~
- ~~18. Students are to refrain from entering the hotel room of any person who is not part of the trip group and likewise students are to refrain from permitting any such person from entering the room of a trip participant.~~
- ~~19. Students must agree to permit the inspection of their luggage and carry-on bags.~~
- ~~20. Students must inform assigned chaperones of their plans and whereabouts in advance of independent time.~~

~~I have read, understand, and agree to abide by the Responsibility Contract for Field Trips.~~

Student Signature

Date

~~I have read and understand the responsibility contract my child has signed above. I agree that my child must follow the requirements of this contract.~~

~~If a problem arises that is serious enough in nature to warrant the above-named student's removal from the travel group, I agree to bear any additional costs to return the student home. NOTE: This removal decision will be made by the accompanying professional staff member after a student has been provided the opportunity to respond to any allegations. The student may also be subjected to discipline upon returning home in accordance with general District policies. I also am aware that there are times during this trip that my child will not be directly supervised by a chaperone or teacher.~~

Parent/Guardian Signature

Date

ADMINISTRATIVE REGULATION 6520C
RESPONSIBILITY CONTRACT FOR FIELD/CO-CURRICULAR TRIPS
Page 3

FIELD/CO-CURRICULAR TRIP _____

(school and trip name)

I grant permission for _____ to participate in the field trip

(child's name)

to _____ on _____

(destination/location) (date)

Departure and return times will be approximately _____

Travel arrangements: _____

Trip cost: _____

Meal arrangements: _____

Parent/Guardian _____ may be reached at _____

(phone number)

during the hours of the field trip. An alternate responsible adult _____

(name)

may be reached at _____ if the above listed parent/guardian is

(phone number)

not available to care for the student.

Parent/Guardian Signature _____ Date _____

If you have any questions/concerns, please feel free to contact me.

Sincerely,

Teacher Signature _____ Date _____

(Refer to attached detailed event/itinerary information.)

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 6520D WALKING FIELD TRIPS

For some schools, field trips are within walking distance of the building. Walking field trips generally follow the same rules as other field trips, but the following guidelines should be noted:

1. Walking field trips usually require crossing of streets. Safety hazards should be discussed. Courtesy to others using the sidewalk and respect for property are additional items needing discussion prior to taking the trip.
2. Walking trips must have adequate chaperoning.
3. Chaperones should be briefed regarding the following responsibilities:
 - Acting as a crossing guard.
 - Keeping the group together.
 - Show concern for general welfare of entire group.
4. All children on walking field trips must return to school for dismissal. This applies even though it may be close to dismissal time and the student's home is passed on the return to school.

~~ADMINISTRATIVE REGULATION~~

ADMINISTRATIVE REGULATION 6520E STUDENT RESPONSIBILITIES ON FIELD TRIPS

The following considerations should be discussed with students (where they apply) as part of the prior planning for a field trip:

1. ~~Parents or other adults who have consented to be chaperones are giving freely of their time. They are expected to carry out the instructions and responsibilities delegated to them by the teacher. As such, students should respect and follow the directions of the chaperone.~~
2. ~~When it is necessary for chaperones to read a roll call of the students assigned to a given bus, students should remain quiet during this time and answer appropriately for a check off of those in attendance.~~
3. ~~Once students are assigned to a particular bus they are to remain on that bus once they have boarded it for travel, and are not to change buses for the return trip unless so instructed by the teacher in charge (through the chaperones).~~
4. ~~Students should follow the *Classroom Code of Conduct* on all field trips. All other school rules and behavior policies and procedures are to be followed. All zero tolerance policies (for example, alcohol and other drugs, harassment, weapons, threats, assault) are in effect on field trips. Behaviors that require suspension or expulsion receive the same consequences on a field trip as received in the school building.~~
5. ~~The following “general bus conduct” guidelines are necessary:~~
 - a. ~~Students should not leave the bus at any time without permission from the chaperone in charge.~~
 - b. ~~Students should not extend or throw anything out of the windows.~~
 - c. ~~Students should always remain in their seat while the bus is in transit and also upon arrival, until the teacher or chaperone gives further instructions.~~
 - d. ~~Students may bring food or liquid refreshments on the trip only if agreed upon ahead of time with the teacher.~~
 - e. ~~Students are responsible for all items that they bring on the field trip. This includes any necessary equipment for the field trip and all personal wearing apparel and valuables.~~
6. ~~If, due to the nature of the field trip, individual students desire to return home by other transportation, or with their parents, they must bring a written request from the parent or guardian to the principal, before the date of the field trip. Exception may be granted if a parent signs a request at the point of pickup assuming responsibility for the return trip. The practice should be on an “exception” basis only.~~

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 6520F CHAPERONE RESPONSIBILITIES FOR FIELD TRIPS

The following should be considered when preparing chaperones for supervising students on field trips:

1. ~~Chaperones provide necessary supervisory assistance to the teacher/staff member in charge. They are meant to assist this person in every way possible through:~~
 - ~~accounting for and supervising the students~~
 - ~~carrying out the necessary instructions and procedures for a meaningful and beneficial experience for the students.~~

~~Chaperones need to understand that the necessary controls of children and their behavior, in the absence of the teacher, will insure a safe and more meaningful field trip.~~
2. ~~A necessary briefing for chaperones should consist of information, prior to the trip, including the following:~~
 - ~~the exact specifics of the field trip including programs and educational experiences~~
 - ~~the time of departure, planned route and expected time of return~~
 - ~~planned procedures to follow in the case of emergencies or other unusual circumstances that could occur~~
 - ~~any special needs of students.~~
3. ~~Chaperones are expected to adhere to District policies regarding non-use of alcohol and other drugs and tobacco.~~
4. ~~Chaperones are to be introduced to their assigned students and to the bus driver.~~
5. ~~Chaperones are to be instructed to watch carefully for student valuables and to check the buses thoroughly (whenever the students disembark) so as to avoid leaving behind students' personal belongings.~~
6. ~~The importance of the head count and/or roll call of passengers prior to any bus departure is to be stressed.~~
7. ~~Chaperones are to be instructed to seat themselves in the bus/conveyance so they can properly observe and assist in supervision of student behavior while traveling.~~
8. ~~At the conclusion of the trip, it is desirable for the teacher and the chaperones to "recap" the trip and note any happenings necessary for later review and planning.~~

~~ADMINISTRATIVE REGULATION~~

ADMINISTRATIVE REGULATION 6520G FIELD/CO-CURRICULAR TRIP CHECK-OFF LIST

- _____ ~~Field/Trip Co-Curricular Trip Request form 6153A Principal approval/signature~~
- _____ ~~Field Trip Parent Permission on file with sponsoring teacher (save for one year)~~
- _____ ~~Transportation arranged (*Requisition for Transportation* form 08-9127 completed and~~
- _____ ~~turned in at least 3 weeks prior to trip) with signature to approve budget account~~
- _____ ~~If voluntary, non-public transportation is being used, certificate of insurance indicating~~
- _____ ~~insurability at the District prescribed level is on file with the office of Business Services~~
- _____ ~~Notify food service(653-7383) if elementary school, or head cook if middle or high school~~
- _____ ~~*Employee Absence Request* form submitted for overnight/out of District field trips~~
- _____ ~~Accommodations made for students with disabilities~~
- _____ ~~Chaperones arranged~~
- _____ ~~Fees/monies collected and turned in to office~~
- _____ ~~List of students participating on file in school office~~
- _____ ~~Health and emergency form 08-2042 for each student copied and bring on trip~~
- _____ ~~Medication/prescriptions~~
- _____ ~~Cellular phone available~~
- _____ ~~First Aid kit available~~
- _____ ~~Substitutes arranged (if necessary, use *Employee Absence Request* form 08-8589 to secure~~
- _____ ~~substitute)~~
- _____ ~~Instructional materials/activities arranged for students not participating~~
- _____ ~~*Request for Field Trip* form (except walking trips) sent to the appropriate Executive Director of~~
- _____ ~~School Leadership~~
- _____ ~~Additional Overnight List~~
- _____ ~~*Request for Field Trip* form sent to the Executive Director of School Leadership, for all~~
- _____ ~~overnight field trips~~
- _____ ~~Responsibility Contract for Field/Co-Curricular Trips (FOR ALL OVERNIGHT TRIPS) form~~
- _____ ~~filled out (2 copies; one for school file, one for parent,) with trip itinerary attached~~
- _____ ~~Completion of *Health and Emergency Information for Overnight Trip* (form 6520B)~~
- _____ ~~Medication/prescriptions, doctor authorization brought on overnight trips~~

POLICY 6521
FOREIGN EDUCATIONAL TOURS

~~The Superintendent of Schools/designee may give written approval to a teacher to take District students on a foreign educational tour. No District resources, either people or facility, may be committed to a foreign educational tour that has not been approved.~~

LEGAL REF.: ~~Wisconsin Statutes~~

~~Sections 120.13 [Board power to do all things reasonable for the cause of education]
121.54(7) [Extracurricular transportation]~~

GROSS REF.: ~~5430, Student Conduct and Discipline~~

~~5531, Emergency Care Services~~

~~5534, Administering Medication to Students~~

~~6520, Field/Co-Curricular Trips~~

~~6730, Social Events/Student Reward Trips~~

~~Classroom Code of Conduct~~

ADMINISTRATIVE REGULATIONS: ~~5531, Guidelines for Building Emergency Plans~~

~~6520A, Field Trip/Co-Curricular Trip Request Form~~

~~6520B, Health and Emergency Information Form for Field
Trip/Co-Curricular Trip~~

~~6520C, Responsibility Contract for Field/Co-curricular Trips~~

~~6520D, Guidelines for Walking Field Trips~~

~~6520E, Student Responsibilities on Field Trips~~

~~6520F, Chaperone Responsibilities for Field Trips~~

~~6520G, Trip Check Off Lists~~

AFFIRMED: ~~October 22, 1991~~

REVISED: ~~September 14, 1999~~

~~January 29, 2002~~

~~February 22, 2005~~

GUIDELINES FOR PROVIDING FOREIGN EDUCATIONAL TOURS

When a teacher(s) decide(s) a specific trip to a foreign country would be educationally valuable, that teacher should submit detailed plans which include educational objectives to the principal no later than six months prior to date of departure. The principal will send the proposal with a recommendation to the Superintendent/designee for final approval. Specific approval of the Superintendent/designee would be required for exceptions.

The District field trip policies and procedures apply to foreign educational tours. In addition, the following provisions will apply:

1. Students will be held responsible for class work missed during absence from school.
2. Students will provide adequate funds for the trip.
3. Sufficient and qualified chaperones will accompany students. "Sufficient" is defined as a ratio of 10 to 1 or better. "Qualified" is defined as a certified staff member with previous experience participating in a tour at the optimum, and a parent or lay person with some experience managing young people at a minimum.
4. If the chaperone is a member of the staff, a substitute will be provided by the District for no more than two days. Specific approval of the Superintendent/designee would be required for exceptions. The staff member will provide a specific and detailed lesson design for those days and will confer with the substitute prior to the experience.
5. Cancellation of a trip in the event of international crisis may be by the chaperones, students, and their parents or by the Superintendent/designee at any time during the preparation. The District will not in any way be held responsible, financially or otherwise, in the event a trip is canceled.
6. A Responsibility Contract for Field/Co-Co curricular trips form will be on file at the school office for every student participant. The nature of the form, and that it must be signed by the parent/guardian prior to the trip or the student will not be permitted to participate in the trip, will be explained to parents/guardians prior to any collection of monies from students to fund the trip.
7. Behavior contracts, insurance coverage explanations, the complete itinerary, and other necessary details will be provided to parents/guardians both in writing and in at least one scheduled meeting a minimum of two months prior to departure.
8. The teacher/leader will make all travel arrangements, insurance agreements and other such formalities and make an accounting to the District finance office.

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

July 24, 2012

HEAD START STATE SUPPLEMENTAL GRANT REQUEST
FOR THE 2012-2013 SCHOOL YEAR

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

Grant Title

Head Start State Supplemental Grant

Funding Source

State of Wisconsin
Department of Public Instruction

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 59 high-risk children that will be three or four years of age on or before September 1, 2012. Funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and through the Head Start Performance Standards.

Number of Students Served

59 Eligible Head Start Students

Relationship to District Goals

The Head Start Parent, Family, and Community Engagement Framework promotes Family engagement and school readiness which directly correlates to the District's Mission to assure every child experiences high quality, personalized learning success, and the Transformation Goals:

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

Supporting children's school readiness is an ongoing partnership between school and families. By working with the children early in their lives, we have an opportunity to imprint the value of education on the child and his/her family. This supports stronger attendance rates, higher academic performance and graduation rates in later years.

Fiscal Impact

See attached Fiscal Impact statement.

Program Services

The Wisconsin Head Start State Supplement Grant has not increased nor decreased from the 2011-2012 program year. The number of Head Start children served will remain 59 children. This state grant will cover the cost for:

- 1.5 teachers
- 1.5 educational assistants
- 1 family service provider
- Breakfast, lunch, and snacks for all Head Start children
- Bus monitors for the special education busses

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 to be monitored in the eight outcome areas required by Head Start for each individual child and the growth of the child will be reported to parents/guardians three times during the school year.
- 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.

Staff Person in Charge of Program

Kim Kurklis, Interim Chavez Center Director

Persons Involved in Preparation of the Grant Application:

Carrie Young, Policy Council President

Lynda Dower, Family Services Coordinator

Kim Kurklis, Interim Chavez Center Director

Samantha McGovern, Education Coordinator/Interim Disabilities Coordinator

Jodee Rizzitano, Health Services Coordinator

Administrative Recommendation

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

Dr. Michele Hancock
Superintendent of Schools

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

Belinda Grantham
Director of Early Education

Kim Kurklis
Interim Chavez Center Director

Fiscal, Facilities and Personnel Impact Statement

Title: Head Start State Supplemental Grant

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 State Supplemental Grant for the 2012-2013 school year. The funding for this grant is \$340,725. It is designed to supplement the operating costs of the Kenosha Unified School District Head Start Program.

RATIONALE/ INSTRUCTIONAL FOCUS

The Head Start Parent, Family, and Community Engagement Framework promotes family engagement and school readiness which directly correlates to the Kenosha Unified School District's Mission to assure every child experiences high quality, personalized learning success, and the Transformational Goals:

- Improve Student Achievement
- Expand collaborative partnerships with families, community, and industry
- Secure resources to support learning

This supports stronger attendance rates, higher academic performance and graduation rates in later years.

IMPACT

This supplemental grant will provide:

- Funding for staffing (teachers and educational support personnel) to serve 59 children within the requirement of the Head Start Performance Standards and Head Start Act.
- Funding for Head Start support staff (Family Service Providers) for families of Head Start children
- Funding for breakfast, lunch, and snacks for all Head Start children
- Funding for bus monitors

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	\$148,752.00
200's	Fringes	\$106,402.00
300's	Purchased Services	\$85,571.00

400's	Non-Capital Objects	\$0.00
500's	Capital Objects	\$0.00
		\$0.00
	TOTAL	\$340,725.00

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

FUNDING SOURCES

Select Funding Sources:

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

July 24, 2012

LEGO© Smart Schools™ Grant Program

Grant Title

LEGO© Smart Schools™ Grant Program

Funding Source

Education Blueprints Association (EBA)

Education Blueprints Association is a 501(c)3 organization with the mission “To provide resources and programs that deliver educational solutions for individuals, teachers, and students.” EBA focuses on science, technology, engineering and mathematics (STEM) education by designing, developing, and implementing programs at all levels of the education continuum.

Grant Time Period

The time period for implementation is three school years: 2012-2013, 2013-2014, and 2014-2015.

Purpose

The purpose of the grant is to utilize LEGO education products to engage students in STEM learning activities. EBA is seeking to develop 14 regional centers throughout the nation to demonstrate the full continuum of LEGO education products and services from elementary through high school.

Number of Students Served

Throughout the three-year cycle, we plan to engage students in at least one grade level at each elementary school; one club and/or class at each middle school; and one technology class at Bradford, Indian Trail High School, and Tremper. Initially, the following schools will be involved at the elementary level: Bose, Dimensions of Learning, Forest Park, Grant, Grewenow, Jefferson, Jeffery, KTEC, McKinley, Roosevelt, Somers, Southport, Stocker, Strange, Whittier, and Vernon. Mahone Middle School and Bradford High School are projected to also have a teacher each involved with this project.

Relationship to District Plan and Goals

Kenosha Unified School District’s Transformation Plan calls for

- The implementation of best practices and instructional strategies that embed 21st century technology resources and tools into curriculum and instruction to assure student learning.
- The expansion of opportunities for students to participate in real world/problem based learning using 21st Century technology resources and tools.
- The identification and implementation of research-based instructional strategies, which promote student use of communication, creativity, collaboration, and critical thinking skills.
- Assessing all students based on the common core standards.

These action steps support the district’s strong science, technology, engineering and math focus and relate to Transformation Plan goals by emphasizing the Transformation Principle of Multi-Dimensional Life and Career Skills and the Goals of Improving Student Achievement and of Securing Resources to Support Learning.

Fiscal Impact

To apply for this grant, the District has to provide a \$40,000 financial match. This will be covered through a mix of individual school and department budgets and applicable grant funds. These funds will be used to support teacher training. A Fiscal Impact Statement is provided.

Changes in Program Service

At the elementary level, the use of the units provided through this grant will replace one or more specific science units within our curriculum. At the middle level, these resources will serve to build interest in beginning robotics activities in either a club or class activity. At the high school level, the resources from this project will bring high-quality robotics experiences to the three comprehensive high schools and will be utilized to teach specific lessons in the chosen technology classes.

Evaluation Plan

Pre and post tests for specific curricular units at the elementary level will be developed and utilized to compare student learning between the typical science curriculum and the LEGO unit. Student participation and interest will be evaluated at the middle level, and curricular assessments given at the high school level to measure student learning.

Staff Persons Involved in Preparation of the Grant Application

The grant application was prepared by a team of staff members, including:

Scott Hodges	Technology Teacher	KTEC
Jon Bar-Din	Principal	Strange Elementary School
Christine Pratt	Coordinator of Math and Science	ESC
Daniel Tenuta	Assistant Superintendent	ESC
Karen Davis	Assistant Superintendent	ESC

Administrative Recommendation

At their July 10, 2012 meeting, the Curriculum/Program and Audit/Budget/Finance Standing Committees voted to forward this grant to the School Board for consideration. Administration recommends that the School Board grant approval to submit and implement the LEGO Smart Schools Grant.

Dr. Michele Hancock	Karen Davis
Superintendent of Schools	Assistant Superintendent of Elementary School Leadership

Daniel Tenuta
Assistant Superintendent of Secondary School Leadership

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

Jon Bar-Din
Principal, Curtis Strange Elementary School

Scott Hodges
Technology Teacher, KTEC

Christine Pratt
Coordinator of Math and Science

Fiscal, Facilities and Personnel Impact Statement

Title: LEGO Smart Schools Grant

Budget Year: 2012-2013

Department: School Leadership; T&L

Budget Manager: Karen Davis

REQUEST

Approval from the Board is requested to submit and implement the LEGO Smart Schools Grant. While it is expected that funds will be expended during the 2012-2013 school year, the implementation will take place during three school years: 2012-2013, 2013-2014, and 2014-2015. The grant requires a \$40,000 District match, which will be provided from a mix of individual school and department budgets and appropriate grant funds.

RATIONALE/ INSTRUCTIONAL FOCUS

The purpose of the grant is to utilize LEGO education products to engage students in STEM learning activities. Our Transformation Plan calls for

- The implementation of best practices and instructional strategies that embed 21st century technology resources and tools into curriculum and instruction to assure student learning.
- The expansion of opportunities for students to participate in real world/problem based learning using 21st Century technology resources and tools.
- The identification and implementation of research-based instructional strategies, which promote student use of communication, creativity, collaboration, and critical thinking skills.
- Assessing all students based on the common core standards.

These action steps support the district's strong science, technology, engineering and math focus.

IMPACT

Throughout the three-year cycle, we plan to engage students in at least one grade level at each elementary school; one club and/or class at each middle school; and one technology class at Bradford, Indian Trail High School, and Tremper. Initially, the following schools will be involved at the elementary level: Bose, Dimensions of Learning, Forest Park, Grant, Grewenow, Jefferson, Jeffery, KTEC, McKinley, Roosevelt, Somers, Southport, Stocker, Strange, Whittier, and Vernon. Mahone Middle School and Bradford High School are projected to also have a teacher each involved with this project. We will utilize our \$40,000 matching funds to ensure that participating teachers receive training in the use of the LEGO Education materials.

BUDGET IMPACT		
Object Level	Descriptive	Amount
100's	Salaries	\$0.00
200's	Fringes	\$0.00
300's	Purchased Services	\$40,000.00
400's	Non-Capital Objects	\$40,000.00
500's	Capital Objects	\$0.00
		\$0.00
	TOTAL	\$80,000.00

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

FUNDING SOURCES
Select Funding Sources:
Existing school, department and applicable grant funds will be used to fund the \$40,000 District match for this grant.

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

July 24, 2012

**2012-13 LAKEVIEW TECHNOLOGY ACADEMY
PARENT-TEACHER CONFERENCE PROPOSAL**

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

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

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

Administrative Recommendation

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

Dr. Michele Hancock
Superintendent of Schools

William Hittman
Principal, LakeView Technology Academy

Daniel Tenuta
Assistant Superintendent
Secondary School Leadership

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 24, 2012

Activities Code of Conduct and Concussion Protocol

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

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

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

Recommendation:

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

Dr. Michele Hancock
Superintendent of Schools

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

Steven J, Knecht, CAA
Coordinator of Athletics, PE, Health, and Recreation

Kenosha Unified School District No. 1

Grades 6-12

ACTIVITIES CODE OF CONDUCT

An Activities Code is required by mandate of the Kenosha Unified School District Board of Education and to meet the requirements of the Wisconsin Interscholastic Athletic Association. Although activities programs are a valuable part of the total educational experience, participation in after school programs is a **privilege**, and not a right. As such, all participants must abide by all rules and responsibilities, which apply to each activity program in order to continue participation in these activities.

As a privilege, a participant in after school activities carries additional responsibilities and expectations. The rules and responsibilities outlined in this code of conduct will help ensure that students serve as a credit to themselves, their parents, their school and the community.

DEFINITION OF ACTIVITIES

Activities include any school related organized activity that is offered outside of academic class requirements. Activities for grades 6-12 are divided into four distinct categories: Athletics, Competitive, Activities and Leadership, Public Recognition and Music/Theater Art Activities. School district policies and school rules govern all student activities. In addition, each category has unique rules and expectations, which regulate participation.

In accordance with the Kenosha Unified School District and the WIAA, this Code of Conduct shall be enforced uniformly year around.

The Board of Education's Philosophy of Athletics states, in part, that:

1. Interscholastic Athletics shall provide an educational example of the worth of hard work, physical conditioning, discipline, teamwork, competition, and sportsmanship.
2. Athletes shall be ever mindful that the athlete is also a student and that athletic endeavors shall not supplant other needs of the student, such as satisfactory academic achievement.
3. Athletes are expected to represent the ideals and principles of the Kenosha Unified School District and the Wisconsin Interscholastic Athletic Association.

The following provisions cover every section of the code:

1. Violations occurring when an athlete is between seasons shall be enforced at the beginning of his/her next sport season.
2. Summer school attendance, in accordance with WIAA regulations, does not count as suspension time.
3. Athletes who are required to serve consequences for code violation(s) must complete the season in which they serve the consequences in good standing in order to clear their violation(s).

CATEGORIES

I. **Category 1 – Athletics (WIAA competition):** (Athletes will be expected to abide by provisions of the Code of Conduct out-of-season as well as in season.)

ACTIVITIES

Fall Sports

Boys
Cross Country (9-12)
Football (7-12)
Soccer (9-12)
Volleyball (9-12)

Girls
Cross Country (9-12)
Golf (9-12)
Swimming (9-12)
Softball (6-8)
Tennis (9-12)
Volleyball (9-12)

Winter Sports

Boys
Basketball (7-12)
Hockey (9-12)
Swimming (9-12)
Wrestling (6-12)

Girls
Basketball (7-12)
Gymnastics (9-12)

Spring Sports

Boys

Baseball (9-12)
Golf (9-12)
Tennis (9-12)
Track (6-12)

Girls

Soccer (9-12)
Softball (9-12)
Track (6-12)
Volleyball (6-8)

II. **Category 2 - Competitive Activities (Non-WIAA Athletics):**

These activities that are competitive in nature and/or require tryouts are governed by the same code requirements as interscholastic athletics.

ACTIVITIES

Cheerleading
Debate
FBLA
Powder Puff Football
Robotics Team (Tech Academy)

Dance Team
DECA
HOSA
Pom Pons
Skills USA

III. **Category 3 - Leadership and Public Recognition Activities**

This category includes those activities in which members have been elected or appointed to positions of leadership and public recognition. There will be an application or nomination process established by the building administration for these activities. Students in this category are expected to be representative of the values, expectations and ideas espoused by the school.

Students participating in any category 3 activity will be expected to comply with the academic rules, attendance rules, and social behavior and conduct rules listed as part of the code. In order to be eligible to participate, students must be in good standing, exhibit proper school behavior, and have no school violations. Students who violated stated rules are subject to removal from the activity as deemed appropriate by the activity advisor and/or building administration. All eligibility determinations will be made by the advisor and/or building administration.

ACTIVITIES

Badger Boys
Badger Girls
Commencements Speakers
Prom Court
District Clubs

National Honor Society
Student Council
Homecoming Court
School Clubs

IV. **Music/Theater Arts Activities**

These activities area are governed by the relationship of after school performance to earning credits for graduation or receiving grades that are recorded on a student's transcripts. Behavior under this category remains under the direction of the building administration and the supervision of the individual classroom teacher. All students participating in these respective activities will adhere to school board policies, school rules and classroom rules and regulations.

VIOLATIONS

I. **Group I Violations**

ALL GROUP I VIOLATIONS ARE CUMULATIVE DURING A STUDENT'S MIDDLE/HIGH SCHOOL CAREER. For example, a first offense in alcohol possession would cause a second penalty offense for a second Group I violation, even if not alcohol related.

- A. Students using, in possession of (students occupying a private vehicle containing alcoholic beverages or controlled substance may be considered to be in possession), or buying alcoholic beverages, controlled substances, including steroids and other performance enhancing substances (PES) shall be held accountable as follows:

1. **First offense:**
The student shall be suspended from all participation, practice, and competition for a period of ten (10) school weeks from the date of the infraction to be applied consecutively from one school year to the next.

The above penalties will be reduced to the number of scheduled contest dates listed on the Penalty Calculation Table if the student, a) successfully participates in a school approved Student Assistance Program screening, b) follows all recommendations to the satisfaction of the SAP Building Team Leader, c) completes 15 hours of school service assigned by the building's administration or athletic director. (The student is required to continue to participate in the activity.)

<u>PENALTY CALCULATION TABLE</u>	
Number of scheduled contests or activities	Number of scheduled contests or activities of ineligibility:
1-5	1
6-10	3
11-15	4
16-20	5
21+	6

2. **Second offense:**
Suspension from all participation in activities for one (1) calendar year from the date of rule infraction.

This penalty will be reduced to a suspension from all participation, practice, and competition for a period of 10 weeks if the student a) undergoes an assessment by a state certified AOD Counselor, b) follows all the recommended treatment to the satisfaction of the treatment agency, and completes 30 hours of school service assigned by the building's administration or athletic director.

3. **Third offense:**
Terminates all future competition at that level.

- B. Students charged with attendance at an unacceptable gathering of secondary school students and/or recently graduated students which is not chaperoned by a parent(s) or other responsible parent-aged adult where alcohol or controlled substances are present and being or have been consumed shall be held accountable as follows: (Activity is defined as a contest, performance or competition).

1. **First offense:**
Suspension from one activity following rule infraction with mandatory practice continuing.
2. **Second offense:**
The student shall be suspended from all participation, practice, and competition for a period of ten (10) school weeks from the date of the infraction to be applied consecutively from one school year to the next. The student must a) successfully participate in a school approved Student Assistance Program screening, b) follow the recommendations to the satisfaction of the SAP Building Team Leader, and c) complete 15 hours of school service assigned by the building's administration or athletic director.
3. **Third offense:**
Suspension from all participation in all activities for one (1) calendar year from the date of rule infraction. Prior to reinstatement the student must undergo an assessment by a state certified AOD Counselor and follow the recommendations to the satisfaction of the AOD Counselor.

Examples of acceptable gatherings are those with adult family members or close parental family friends, anniversaries, etc. which have parental permission and certain well-publicized community related affairs.

The intent of Section B is to discourage students from: a) Attending peer group parties where there is known use of controlled substances or alcohol, b) After arrival at a party the student finds use to be a fact fails to depart the premises immediately.

- C. **Tobacco Offense: use and/or possession of** (including chewing)

1. **First offense:**
~~A suspension of two weeks and a mandatory suspension of two activities from the date of the~~

~~infraction.~~ A two week suspension to include a two activity minimum with mandatory practice continuing. The student is required to ~~practice with the team or participate with the organization and~~ complete 10 hours of school service assigned by the building's administration or athletic director.

2. **Second offense:**

The student shall be suspended from all activities for a period of ten (10) school weeks ~~from the date of the infraction~~ to be applied consecutively from one school year to the next. The student—is required to practice with the team or participate with the organization and complete 25 hours of school service assigned by the building's administration or athletic director.

3. **Third offense:**

Terminates all future competition at that level.

- D. Except as herein above covered, a student, whether or not a juvenile, who has been charged or could be charged with committing a crime, or what would be a crime if the student were not a juvenile, [examples covered include; vandalism, breaking and entering, stealing (including school uniforms and equipment), assault or attempted assault (i.e. striking a teacher, administrator or other person of authority), **distribution of controlled substances**, possession of a weapon, or otherwise endangering the lives of others] shall be held accountable as follows:

Students will be suspended immediately from participation until due process has established his/her innocence. If guilty or determined to be delinquent or if there is informal or other disposition which would show that the student committed prohibited acts, the student shall be suspended for one (1) calendar year from date of the infraction.

Regardless of the findings of civil authorities, if school authorities find that a student committed acts proscribed in "D" above, the student shall be suspended for one (1) calendar year from the date of the infraction.

II. **Group II Violations**

ALL GROUP II VIOLATIONS ARE CUMULATIVE WITHIN THEMSELVES ONLY. Group II violations accumulate within themselves until the student completes one (1) calendar year without a Group II violation. (Activity is defined as a contest, performance or competition).

- A. Students violating school rules which results in an out-of-school suspension shall be held accountable as follows:

1. **First/second offense:**

Three-week suspension to include a one activity minimum with mandatory practice continuing. (Middle Schools reduced to two weeks)

2. **Third offense:**

Suspension for one (1) calendar year from the date of infraction.

- B. Students violating school rules which results in a **full day** in-school suspension shall be held accountable as follows:

1. **First/second offense:**

Suspension from one activity with mandatory practice continuing.

2. **Third offense:**

Three-week suspension to include one activity with mandatory practice continuing.

3. **Fourth offense:**

Suspension for one calendar year from the date of the infraction.

- C. Students who have been designated by the school attendance officer or administration, as truant from class shall be held accountable as follows:

1. Suspension from one (1) activity per assigned school date missed. While the establishment of whether a student was truant, un-excused, or excused may be reviewed, the penalty for the infraction may not be reduced.

III. **Group III. Violations - Wisconsin Anti-Hazing Law. 948.51**

No person may intentionally or recklessly engage in acts, which endanger the physical health and safety of a student for the purpose of initiation or admission into or affiliation with any organization operation in connection with a school, college or university. Under those circumstances, prohibited acts that may include any brutality of a physical nature, such as whipping, beating, branding, forced consumption of any food, liquor or other substance, forced confinement or any other forced activity which endangers the physical health and safety of the student. In this section "forced activity," means any activity, which is a condition of initiation, right of passage or admission into or affiliation with an organization, regardless of a student's willingness to participate in the activity.

1. If school authorities find that a student violated Wisconsin's Anti-Hazing Law, the student shall be suspended from all activities for one (1) calendar year from the date of the infraction. The student will be referred to the local authorities since violation of the Wisconsin Anti-Hazing Law, depending on the seriousness of the act, can be classified as either a misdemeanor or a felony.

- IV. Athletes failing to provide the school with a valid WIAA medical exam signed by the examining physician and by parent/guardian every two years cannot participate in the program. Students who submit exams, waivers or activities code signed by parties other than their parent/guardian shall be suspended from all activities immediately for one year from the date of discovery.

ADDITIONAL RULES FOR ATHLETES

- I. Students attending Kenosha Unified Schools that do not sponsor WIAA athletic programs are eligible only at the WIAA school in which their parents reside.

II. **School or Athletic Team Infractions and Absences**

- A. A coach may suspend an athlete temporarily from the athletic squad for no more than one (1) week for minor infractions of school or athletic rules and regulations. Suspension for more than one week or removal of an athlete from a team requires the approval of building administration. Each head coach will provide a copy of the team rules covering his/her particular sport to each athlete, building administrators and have it on file in the building athletic director's office.
- B. Athletes must be in attendance the entire school day prior to an after school or evening practice or contest. Serious illness or death in the immediate family, medical/dental appointments, and special situations such as field trips, college visits, etc. for which an excuse has been secured beforehand from the school designee are exceptions to the rule.

III. **Student Transfer**

- A. All code violations and penalties shall carry forward for athletes to a new School District during the school year. Group I code violations and 3 or more Group II violations will carry forward to a new School District during the summer months. Students transferring into the Kenosha Unified School District from any school, whether or not a member school, with the status of ineligibility for disciplinary reasons, academic reasons and/or a result of another State Association's regulation or sanction, retains such status at his/her new school for the same period as decreed by the former school.
- B. Athletes who transfers from any school into a member school, unless the transfer is made necessary by a total change in residence by parents, must do so before attending one or more days of school or one or more athletic practices at the school the student is leaving. If not, the student is ineligible for varsity level competition for the remainder of that school year.
- C. Athletes who transfers from any school into a member school after the fourth consecutive semester following entry into Grade 9 shall be ineligible for practice and competition for one calendar year, unless the transfer is made necessary by a total change in residence by parent(s). The calendar year will be determined from a student's last day of attendance at the school and/or last day of attendance at athletic practice.

IV. **Age/Years (WIAA Rules)**

- A. An athlete is ineligible if he/she reaches his/her nineteenth (19th) birthday before August 1 of any school year.
- B. An athlete is ineligible if he/she has attended more than eight (8) semesters after entering the ninth (9th) grade.

ACADEMIC ELIGIBILITY REQUIREMENTS

A. Athletics

1. Kenosha Unified's academic eligibility rule is within the WIAA's Rules of Eligibility guidelines:
2. An athlete must meet the KUSD, DPI and WIAA requirements defining a full-time student.
3. Athletes must be enrolled in a minimum of **two-four blocks (or 2 double blocks)** during each semester of athletic participation. Athletes must have passing grades in **both all** blocks to maintain their athletic eligibility. Athletes enrolled in **three or more additional** blocks must have all passing grades on their report card in order to compete in athletics.

B. Activities/Athletics

1. A student receiving one F or more per nine-week grading period will be declared academically ineligible for a period of 15 school days and nights. Academically ineligible status means that a student will be allowed to practice with the team or activity; however, they will not be allowed to compete in any contest. A student will regain eligibility after the 15 school days and nights if they are doing passing work in **ALL** of their classes. Students are required to have a weekly progress report signed by all of their teachers and turned into the building athletic director or advisor. Students not passing **ALL** of their classes will be ineligible for competition until the next weekly progress report. This report must be completed every Friday and will remain in effect until the next grading period. Incomplete grades shall count as F's until completed.
2. Quarter grades will be used to determine a student's eligibility for the next grading period. Semester grades will be used if quarter grades are not applicable for that specific grading period.
3. The fifteen school days and nights will begin the day after the validation date for grades at the schools.

V. SPECIAL NOTES

- A. A student who participates in activities where there are no competitive contests will be suspended from a percentage of the regular activities, which follows the violation.
- B. If a student is participating in more than one activity at a time, the full consequence will apply to each activity.
- C. A non-athletic suspension does not supercede an athletic suspension.
- D. The responsibility for enforcing this code lies with the student, his/her parents, the coaches/advisors, and the school administration.

~~E. Students with outstanding school fees will not be allowed to participate in activities until the fees are paid or arrangements have been made to pay the fees with the Department of Finance.~~

E. Travel

1. The student must travel to and from out-of-town events via transportation arranged by the district and/or coach or advisor. A student who travels via other transportation will not participate in that event.
2. Exceptions may be made in advance with the approval of school administration and must be in writing from the parents/guardians. Students may only travel to and from out-of-town events with their parents/guardians.
 - a. Middle school students may travel home with their parents if the transportation form is properly filed with the coach/advisor.

APPEAL PROCEDURES

V. Athletics

- A. If the athlete or parents contend that there are extenuating circumstances regarding the code violation, they may submit a written appeal to the principal with ⁴⁷five (5) school days after receiving notification from school authorities.

The suspension, however, remains in effect through the hearing process.

- B. After receiving a letter of appeal the principal will contact the District Athletic Coordinator who will appoint a hearing committee ~~consisting of two* retired coaches and two* retired building administrators~~. These individuals along with the principal (hearing officer) and building athletic director will comprise the hearing committee. The District Athletic Coordinator will also be in attendance as a non-voting member, unless there is a tie vote, to insure that all District and WIAA rules are upheld. ~~(*not retired from the building requesting the appeal)~~
- C. The hearing will be set at the earliest convenience to all parties prior to the next scheduled contest, if possible. If the principal cannot conduct the hearing he/she will designate an assistant principal as the hearing officer.
- D. After hearing the case the hearing officer will call for a close session and the hearing committee will deliberate the merits of the case. If during the deliberations the hearing committee found that extenuating circumstances were involved, they have the authority to reinstate or provide for a reduction in the penalty as set forth in the code of Conduct. The hearing officer (principal/designee) will contact the parents of the athlete in question and will inform them in writing of the committee's decision.
- E. The decision of the hearing committee will be final
- F. **There are no appeals for athletes suspended for only one contest.**

VI. Category 2 3 & 4

- A. If the student or parents contend that there are extenuating circumstances regarding the code violation, they may submit a written appeal to the Principal with five (5) school days after receiving notification from school authorities. The suspension, however, remains in effect through the appeal process.
- B. The Principal/Designee shall with-in five (5) days respond in writing to the appeal.
- C. A second appeal may be submitted to the Executive Director of School Leadership within five (5) school days after the Principal's ruling. This appeal should be in writing and will be responded to in writing within five (5) school days by the Executive Director of School Leadership. The decision of the Executive Director of School Leadership shall be final.
- D. **There are no appeals for students suspended for only one activity.**

In accordance with the Kenosha Unified School District and the WIAA, this Code of Conduct shall be enforced uniformly year around.

The Kenosha Unified School District No. 1 is Equal Opportunity Educator/Employer with established policies prohibiting discrimination on the basis of age, race, creed, religion, color, sex national origin, disability or handicap, sexual orientation, or political affiliation in any educational program, activity, or employment in the District. The Superintendent of Schools/designee (262-653-6320) addresses questions regarding student discrimination, and the Executive Director of Human Resources 262-653-6333) answers questions concerning staff discrimination.

(Retain the Activities Code of Conduct For Your Home Record)

Revised/June 2007



WISCONSIN INTERSCHOLASTIC ATHLETIC ASSOCIATION
P.O. Box 267, Stevens Point 54481

High School Athletic Eligibility Information Bulletin

To: Student-Athletes and Their Parents

From: Wisconsin Interscholastic Athletic Association and Kenosha Unified School District

Your high school is a member of the Wisconsin Interscholastic Athletic Association. The following rules and regulations are developed by the member schools of the WIAA and govern the participation by boys and girls in school athletics and in some instances, impact upon sports activities outside the school.

This information bulletin is a **summary** of the WIAA OFFICIAL HANDBOOK as it pertains to those rules and regulations. Both student-athletes and their parents should have an understanding of these requirements. Equally important is that student-athletes and/or parents talk to their principal or athletic director if they have any question about these regulations. For additional information on Rules of Eligibility see the WIAA Handbook, or visit the WIAA website at www.wiaawi.org.

This bulletin does not discuss specific penalties for all violations. The reason is that penalties vary depending upon the nature of the violation. In addition, schools often have established penalties or periods of ineligibility, which are greater than the minimum prescribed by WIAA rules.

There also are exceptions and other permissive provisions in some rules. Student-athletes and their parents should discuss all athletic eligibility related situations with the school principal or athletic director who, if necessary, will get a decision, interpretation, or opinion from the WIAA office.

Student-athletes, as well as parents are asked to read this bulletin, then sign it and have their signature statement (attached) on file at their school prior to practicing and competing.

These are WIAA eligibility rules:

AGE

A student shall be ineligible for interscholastic competition if he/she reaches his/her 19th birthday before August 1 of any given school year.

ACADEMICS

A student-athlete must meet school and DPI requirements defining a full-time student and have received no more than one failing grade (including incompletes) in the most recent school issued grade reporting period. Note: Some member schools adopt code and academic policies and other participation requirements which are more stringent than WIAA minimum requirements. In those instances the schools requirements prevail and must be applied as written.

ATTENDANCE

A student-athlete is eligible for interscholastic competition at a member school if he/she is carried on the attendance rolls as a duly enrolled full-time Grade 9, 10, 11 or 12 student in that member school. (Subject to satisfying all other eligibility requirements.)

Note: A full-time student is further defined as one where the member school is responsible for programming 100% of the student's school day. The student is eligible for like or similar awards, privileges and services as all the other students and meets all obligations and responsibilities as other students, without exception.

- A. A student must complete eligibility in the four consecutive years starting with Grade 9 and the three consecutive years starting with Grade 10, unless there are documented extenuating circumstances and a waiver has been provided.
- B. A student is ineligible if he/she has graduated from a school offering studies through Grade 12 or its equivalent.
- C. A student who graduated in May or June retains eligibility for (a) any portion of a spring athletic schedule not completed by the end of the academic year and (b) the school's summer athletic schedule.
- D. A student is ineligible if he/she has not been enrolled in some school by the 17th day of a semester or trimester, except upon request of a school in special cases involving sickness, accident, military service, social services assignment, e.g.
- E. A student-athlete may not participate in school sports in more than four different years, and a student-athlete may not participate in the same sport more than one season each school year.

DETERMINING RESIDENCE FOR PUBLIC SCHOOL STUDENTS

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only at the school within whose attendance boundaries his/her parents reside, within a given school district, with these additional provisions:

- A. Board of Education approved full-time student(s), paying their own tuition and residing full time with parents in their primary residence shall be afforded eligibility. Transfer students are subject to provisions outlined in the transfers section of this document and in the Senior High Handbook.
- B. The residence of a student's guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.
- C. In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility, except in situations involving transfer after the fourth consecutive semester following entry into grade 9. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year.' Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the transfer and/or waiver provisions as described in the WIAA HS Handbook.
- D. A student whose tuition is paid by the school within whose attendance boundaries parents reside or by the state and is enrolled in a district approved program may be eligible at either school (first priority to school of residence) but (a) may not participate at both schools in the same year and (b) academic ineligibility accompanies student upon transfer. Transfer restrictions may also apply.
- E. A student whose tuition is paid by the school within whose attendance boundaries parents reside or by the state or who is participating full time in a legislated open enrollment option must meet all statutory timeline requirements. This provision extends the opportunity to decline attendance at the new school and continue at his/her school of residence. If the student begins the school year at the new school and then transfers back to school of residence after attending one or more days of school or one or more athletic practices, he/she shall be subject to transfer provisions as outlined in the transfer Section of this document.
- F. A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's attendance boundaries, provided enrollment is continuous (unbroken in that school).
- G. After a student-athlete has not participated and/or has had their eligibility restricted for one calendar year due to reasons relating to residence and/or transfer, he/she becomes eligible.
- H. A student-athlete will not be eligible if his/her attendance at a particular school resulted from undue influence (special consideration because of athletic ability) on the part of any person.
- I. A student-athlete who has been declared ineligible at a school for disciplinary reasons, academic reasons or due to another State Association's provision retains that ineligibility status if he/she transfers to another school.
- J. Except in situations involving transfer after a student's fourth consecutive semester, a full-time student whose residence in a given district and attendance at a member school does not conform with any of the provisions outlined above shall be eligible for non-varsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers. Transfer students are subject to transfer provisions as outlined in the transfer section of this document and in the Senior High Handbook.

DETERMINING RESIDENCE FOR NONPUBLIC SCHOOL STUDENTS

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only if the student is residing full time with parents in their primary residence with these additional provisions:

- A. In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility except in situations involving transfer after a student's fourth consecutive semester. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year'. Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the waiver provisions as described in the WIAA HS Handbook under Waivers. Transfer restrictions may also apply.
- B. Residing full time with guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.
- C. A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's traditional attendance area, provided enrollment is continuous (unbroken in that school).
- D. Except in situations involving mid-year transfer and/or transfer after the fourth consecutive semester students attending member residential schools shall be eligible at the member school provided they reside at the school or reside full time with parents in their primary residence.
- E. Except in situations involving transfer after a student's fourth consecutive semester, a full-time student attending a nonpublic school but not residing in accordance with any of the provisions outlined above shall be eligible for non-varsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers.

TRANSFERS

A full-time student may be afforded up to eight consecutive semesters of interscholastic eligibility upon entry into Grade 9. **Transferring schools at any time may result in restrictions being imposed on eligibility or in some cases a denial of eligibility.** For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year.' These additional provisions relate to transfer cases:

- A. A student who transfers from any school into a member school after the fourth consecutive semester following entry into Grade 9 shall be ineligible for practice and competition for one calendar year, unless the transfer is made necessary by a total change in residence by parent(s). The calendar year (365 days) will be determined from a student's first day of attendance at the new school.
- B. Open enrolled and/or tuition paying students entering 9th and/or 10th grade at the beginning of the school year and who are within the first four consecutive semesters of high school will be afforded unrestricted eligibility provided all other rules governing student eligibility are met.
- C. Open enrolled and/or tuition paying students entering 11th and/or 12th grade as transfer students are ineligible to practice and/or compete for one calendar year.
- D. 9th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided non-varsity opportunities for the remainder of the school year. Restrictions are removed upon entering 10th grade.
- E. 10th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided non-varsity opportunities for one calendar year (365 days beginning with first day of attendance at the new school).
- F. In the event of divorce or legal separation, whether pending or final, residence at the beginning of the school year shall determine eligibility for students entering 9th and/or 10th grade. In situations involving transfer after the fourth consecutive semester following entry into grade 9 the student is ineligible to practice and compete for one calendar year.
- G. District policies with respect to intra-district transfer do not supersede WIAA transfer rules in situations involving post-4th semester transfers. Intra-district transfers occurring after the fourth consecutive semester following entry into grade 9 result in the student being ineligible for practice and competition for one calendar year (365 days beginning with first day of attendance at the new school).
- H. Unless transfer, including an accompanying change of parent's residence, is effective at the outset of a semester, a student cannot establish eligibility at his/her new school until the fifth calendar day of such transfer.
- I. If within the first four consecutive semesters following entry into grade 9, a student who transfers more than once in any given school year shall be ineligible for all interscholastic competition for the remainder of that current school year and will be eligible for non-varsity opportunities only for the balance of the calendar year. In situations involving transfer after the fourth consecutive semester following entry into grade 9 the student is ineligible to practice and compete for one calendar year.
- J. A student may not have eligibility in more than one member school at the same time. A parent or parents, who move from a primary residence within one school's attendance boundaries, to a secondary residence within another school's attendance boundaries, may be required by the Board of Control to provide evidence of a total move.
- K. A student who transfers from any school, whether or not a member school, with a status of ineligibility for disciplinary reasons, academic reasons and/or as a result of another State Association's regulation or sanction, retains such status at his/her new school for the same period as decreed by the former school.
- L. No eligibility will be granted for a student whose residence within a school's attendance boundaries, with or without parents, or whose attendance at a school has been the result of undue influence (special consideration due to athletic ability or potential) on the part of any person, whether or not connected with the school.

PHYSICAL EXAMINATION and PARENT'S PERMISSION

A student-athlete whether an adult or not, must have written permission of parents to participate in school athletics and he/she must have a physical examination (signed by a licensed physician or advanced practice nurse prescriber) every other school year.

A physical examination taken April 1 and thereafter is valid for the following two school years. Physical examination taken before April 1 is valid only for remainder of that school year and the following school year.

TRAINING and CONDUCT

A student-athlete must follow his/her school's code of conduct (training rules) on a year-round basis.

- A. A student-athlete who violates his/her school's code of conduct during the season of a sport (start of practice to final game) must be suspended from competition for a period of time specified in the code (minimum of one meet) if the violation involves (a) possession and/or use of alcohol, (b) possession and/or use of tobacco, including chewing tobacco and (c) use, possession,

buying or selling of controlled substances, street drugs and performance enhancing substances (PES).

- B. The member school will determine minimum penalties for violation of any other provisions of its code of conduct, including out of season offenses and for any other unacceptable conduct contrary to the ideals, principals and standards of the school and this Association including but not limited to criminal behavior.
- C. A student-athlete who violates his/her school's code of conduct at times other than during the actual season of a sport must be disciplined by the school, the nature of such discipline to be determined by the school as indicated in its code of conduct.
- D. A student-athlete who violates any part of the school or WIAA's code of conduct resulting in suspension of WIAA-sponsored tournament competition must be immediately declared ineligible for the remainder of tournament series in that sport.
- E. A student-athlete, disqualified from a contest for flagrant or unsportsmanlike conduct, is also suspended from the next competitive event.
- F. A school must provide an opportunity for the student to be heard prior to a penalty being enforced. If a student appeals a suspension, according to the schools appeal procedure, the student is ineligible during the appeal process.

AMATEUR STATUS

A student-athlete must be an amateur in all recognized sports of this association in order to compete in any WIAA sport.

- A. A student-athlete may not accept, receive or direct to another, reimbursement in any form of cash or merchandise such as shirts, jackets, sweaters, sweatshirts, jerseys, warm-ups, equipment, balls, duffle bags, backpacks, watches, rings, billfolds, coupons, gift certificates, regardless of their value for athletic accomplishments, such as being on a winning team, being selected for the school varsity team, or being a place winner in an individual tournament, e.g.
- B. A student-athlete may receive awards for school achievement which are symbolic (non utilitarian) in nature – badges, certificates, trophies, medals, banners, ribbons, pictures, plaques, event T-shirts, event hats, game balls, unattached emblems, letters, season highlight DVD or video, e.g.
- C. A student-athlete may not receive compensation or benefit, directly or indirectly, for the use of name, picture, and/or personal appearance, as an athlete. This includes receiving free and/or reduced rates on equipment, apparel, camps/clinics/instruction and competitive opportunities that are not identical for all other participants.
- D. A student-athlete may not be identified as an athlete, provide endorsement as an athlete or appear as an athlete in the promotion of a commercial/advertisement and/or profit-making event, item, plan, or service.
- E. A student-athlete may not participate in school athletics or in sports activities outside the school under a name other than his/her own name.

SPORTS ACTIVITIES OUTSIDE OF SCHOOL

A student-athlete in a given sport may not compete in that same sport outside of school either as a team member or an individual or independent entry during the same time he/she is participating with the school team.

- A. WIAA rules do not prevent athletes from practicing with nonschool teams or from receiving private skills instruction during the school season. However, they may not participate in any nonschool games, including scrimmages against other teams.
 - (1) This restriction applies to normal nonschool games as well as “gimmicks,” such as reduced numbers competition (3-on-3 basketball, 6 player soccer, e.g.), specific skill contests (punt, pass, and kick, shooting contests, free throws, 3 point, e.g.), fun runs, etc.
 - (2) A student who was a member of a school team during the previous year may not delay reporting for the school team beyond the school’s official opening day of practice in order to continue nonschool training and/or competition.
- B. During the school year before and/or after the school season of a sport, a student-athlete may participate in sport activities outside of school with these restrictions:
 - (1) A student-athlete must not participate in nonschool programs, activities, camps, clinics and/or competition that is limited to individuals who are likely to be candidates for the school team in that sport in the following season.
 - (2) Nonschool activities in which students are engaged may not resemble in any way a school team practicing or competing out-of-season.
 - (3) Nonschool team rosters may not include more than the following number of participants from the same school: Volleyball, Hockey, Basketball - 3; Soccer - 6; Baseball, Softball - 5; and Football - 4
- C. In the summer nonschool roster restrictions are not in effect and members of a schools team may voluntarily assemble with their teammates (without school and/or school coach involvement) at their own discretion.
- D. A student-athlete or his/her parents must pay the fee for specialized training or instruction such as camps, clinics, and similar programs.
- E. A student-athlete may not be instructed except during the school season of a sport and approved summer contact days by the person who will be his/her coach in that sport in the following⁵² school season. The sports of baseball, cross country, golf,

gymnastics, softball, swimming, tennis, track & field, and wrestling are exempt from this rule, BUT only (a) during the summer months and (b) if the program involved is not limited to individuals who are likely to be candidates for the school team in that sport in the following season.

- F. A student-athlete must not participate in an all-star game or similar contest except for summertime activities (a) within the same league or program (e.g., softball game between divisions of same league) or (b) in which a team is selected to represent a league in post-season play (e.g., Babe Ruth league team). Some post-season all-star opportunities may be permitted for 12th graders who have completed high school eligibility in a particular sport. Check with your Athletic Director to be certain.

(Retain the Activities Code of Conduct and WIAA Rules of Eligibility For Your Home Record)

**KENOSHA UNIFIED SCHOOL DISTRICT
PARENT-ATHLETE ACTIVITIES CODE AND
WIAA RULES OF ELIGIBILITY
SIGN-OFF FORM**

This form must be completed and submitted to the Athletic Director prior to a student being declared eligible for practice and competition.

WE, THE PARENTS OF _____, HAVE READ, UNDERSTAND, AND HAVE DISCUSSED
Please Print

THE ACTIVITIES CODE OF CONDUCT AND THE WIAA RULES OF ELIBIBILITY WITH OUR SON/DAUGHTER. WE FURTHER AGREE TO PERMIT OUR SON/DAUGHTER TO PARTICIPATE IN ACCORDANCE WITH THE CONDITIONS SET FORTH IN THE ACTIVITIES CODE OF CONDUCT. WE FUTHER CERTIFY THAT IF WE DID NOT UNDERSTAND ANY OF THE INFORMATION IN BOTH DOCUMENTS, WE HAVE SOUGHT AND RECEIVED AN EXPLANATION OF THE INFORMATION PRIOR TO SIGNING THIS STATEMENT.

Student's Signature (Required)

Grade

Parent's Signature (Only one parent's signature required)

Date

COACHES/ADVISORS MUST RETAIN A SIGNED COPY OF THIS FORM IN THEIR FILES FOR EACH STUDENT INVOLVED IN THEIR ACTIVITY

One agreement must be signed each year for all student participation in Categories 1, 2, and 3 activities. Please list the activities your son/daughter will be involved in during the present school year.

SPORTS	ACTIVITIES

Kenosha Unified School District

Concussion Prevention

When in Doubt, Sit Them Out.

There is nothing that truly prevents a concussion. Measures can be taken to reduce the risk of a concussion occurring. **The biggest way to prevent concussion is to know the signs and symptoms and educate other parents and coaches about concussions.** When an athlete knows when something is wrong and comes forward at the first sign of a concussion instead of continuing to play, the recovery time, magnitude of the brain injury, and the potential for long-term after effects of the brain injury are reduced.

Educating the athletes and the people around those athletes about concussion is a huge prevention technique. **Teach an athlete that it is not smart to play with a concussion.** It's important to teach athletes, parents, coaches, aunts, uncles etc. that putting pressure on an athlete to return too early from a concussion is not helping the athlete; it's making it worse. If an individual has a concussion, his/her brain needs time to heal. By making sure an athlete returns sign and symptom-free and performs a gradual return-to-play progression, a repeat concussion can be prevented.

Also keep track of concussions. If an individual has multiple concussions, and each subsequent concussion took less force to produce, that is a warning sign that the brain was not given enough time to heal before that person returned to play.

Properly fitting equipment is another way to reduce the risk of concussion. However, it should be noted that helmets do NOT prevent a concussion. Helmets prevent facial injuries and skull fractures. The second most important way to reduce the risk of concussion is proper technique for hitting or contact. For example, if athletes lead with their head when making a tackle, then they are at a significantly higher risk for a concussion and/or a neck injury. To ensure a safe return to play for athletes, the CDC recommends organizers of an activity should have a concussion policy statement, handouts for parents on head injuries, and an Emergency Action Plan for all venues. **WI State Law and Kenosha Unified School District require an immediate removal from activity and medical evaluation of an individual suspected of having a head injury.**

Below is a modified version of the 4 Step Action Plan from the CDC for what someone should do if there is a concussion is listed below. This is the plan to use when coaching in Kenosha Unified School District:

1. Remove the person from play. *When in Doubt, Sit Them Out.*
2. Ensure the person is evaluated by a medical professional trained in concussion management. (*i.e. call the Athletic Trainer to evaluate the individual. If the Athletic Trainer is not available, refer the student-athlete to another qualified medical profession that same day.*) **WI State Law and Kenosha Unified School District require an immediate removal from activity and medical evaluation of an individual suspected of having a head injury.**
3. Inform the person's parents or guardians about the possible concussion and give them a fact sheet. (*The fact sheet parents received at the beginning of the season is a great handout also.*)
4. Keep the person out of play the day of injury and until the medical professional indicates the person is symptoms-free and able to return to play. **WI State Law and Kenosha Unified School District require medical clearance by a physician, physician's assistant or nurse practitioner trained in concussion management before an individual can return to play. Kenosha Unified School District also requires an individual complete a Gradual Return to Play Progression before the individual may return to play. This is a standard of care for concussions and other head injuries in the medical field.**

Information from this handout was taken from the following sites:

- Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/sports/index.html>)
- WI Sports Concussion Collaborative (<http://www.wisportsconcussion.org/>)
- WI Interscholastic Athletic Association (<http://wiaawi.org/index.php?id=430>)
- National Federation of State High School Associations (<http://www.nfhslearn.com/>)
- Milwaukee Journal Sentinel – Dr. Walters Interview (<http://www.jsonline.com/multimedia/video/?bctid=1465030068001>)

Concussion Management

WI State Law and Kenosha Unified School District require an immediate removal from activity and medical evaluation of an individual suspected of having a head injury.

The important part of concussion management is rest. **Rest is the most important thing after a concussion because it helps the brain heal.** Like any muscle, if the brain is used when it is hurt, it will increase the injury. Therefore it is important to limit the amount of stimulation the brain receives while an individual has a concussion or other head injury. If the symptoms of a concussion are ignored or an individual tries to “tough it out”, this will often make the concussion worse and prolong healing. It also increases the likelihood of a repeat concussion once the individual returns to play.

Things to avoid while recovering from concussion include reading, computer usage, texting, any type of activity that raises the heart rate. Sustaining another concussion before an individual is healed from the first one may result in brain swelling, permanent brain damage, and/or death.

It is recommended in some cases that if an individual sustains a concussion he/she may want to miss school until the signs and symptoms decrease to a manageable level, and then slowly and gradual return back to normal daily activities such as work and school. In the case of young adults, the medical professional can provide documentation for schools to help with lost class time, learning difficulties, recovering grades and returning to regular classes.

If individuals experience signs and symptoms again, symptoms get worse, or new ones appear, then they are pushing themselves too hard. This is an indication that the brain is not healed yet and needs more time and rest to recover. If an individual has a medical condition such as chronic headaches or migraines, recovering from a concussion may take longer. **Rest and time are the keys to healing properly from a concussion.**

Return to Play from Concussions

WI State Law and Kenosha Unified School District require medical clearance by a physician, physician’s assistant or nurse practitioner trained in concussion management before an individual can return to play. Kenosha Unified School District also requires an individual complete a Gradual Return to Play Progression (as outlined below) before the individual may return to play. This is a standard of care for concussions and other head injuries in the medical field.

Once an individual is sign and symptoms-free for at least 24 hours and a medical professional trained in concussion management has evaluated and cleared the person, a stepwise return-to-play progression can be

started. Similar to recovering from a bad ankle sprain, gradually introducing activity which increases heart rate to the brain ensures that the brain is able to tolerate the increased activity. If at any point in time during the stepwise progression the person has a return of symptoms, the person should stop the activity and contact the medical professional. It has been shown that by completing a stepwise, gradual return-to-play progression the likelihood of sustaining another concussion decreases. By performing a gradual return-to-play progression, the person is preventing further injury to his/her brain.

Below is the recommended Return-to-Play Progression to be completed under the supervision of a medical professional. For Return to Play from a head injury at Kenosha Unified School District, clearance is required by a medical professional and the student-athlete must complete the Return-to-Play Progression below.

- STEP 1. Sign and Symptom-free for at least 24 hours.
- STEP 2. 15-30 minutes of light stationary biking, elliptical or treadmill jogging.
- STEP 3. 45-60 minutes of strenuous activity such as sport specific drills with cones or ladders.
- STEP 4. Non-Contact drills in uniform. Ok to try weight lifting if appropriate.
- STEP 5. Full practice with contact. (Before individual starts the practice, educate him/her on proper technique, mechanics, concussion signs and symptoms, and what to do if signs and symptoms come back.)
- STEP 6. Full Game

Returning to play before an individual is sign and symptom free can result in Post-Concussive Syndrome, 2nd Impact Syndrome, or Death. Returning too soon from a concussion can also leave an individual more susceptible to further concussions. Please make sure the return to play progression is performed under the direction of a medical provider trained in concussion management.

Information from this handout was taken from the following sites:

- Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/sports/index.html>)
- WI Sports Concussion Collaborative (<http://www.wisportsconcussion.org/>)
- WI Interscholastic Athletic Association (<http://wiaawi.org/index.php?id=430>)
- National Federation of State High School Associations (<http://www.nfhslearn.com/>)
- Milwaukee Journal Sentinel – Dr. Walters Interview (<http://www.jsonline.com/multimedia/video/?bctid=1465030068001>)

Kenosha Unified School District Staff

In accordance with Wisconsin's Sidelined For safety Act 172, I acknowledge having received education about the signs, symptoms, and risks of sport related concussion and understand that I am prohibited from working with students until this form is completed and returned to the School's Athletic Office.

I acknowledge my responsibility as a KUSD coach regarding Wisconsin's Sidelined for Safety Act 172 and agree to abide by all conditions therein and to follow KUSD concussion protocols.

Print Name

Sign Name

Date

Kenosha Unified School District

In accordance with Wisconsin's Sidelined For safety Act 172, we the undersigned acknowledge having received education about the signs, symptoms, and risks of sport related concussion. We understand that students are prohibited from any participation until this form is completed and returned to the school's Athletic Office.

I acknowledge my responsibility to report to my coaches, parent(s)/guardian(s) any signs or symptoms of a concussion and agree to abide by all KUSD concussion protocols.

printed name of student/athlete

signature

date

I, the parent/guardian of the student athlete named above, hereby acknowledge having received education about the signs, symptoms, and risks of sport related concussion and agree to abide by all KUSD concussion protocols.

printed name of parent/guardian

signature

date

Kenosha Unified School District

What is a Concussion and How Does It Occur?

A concussion is a brain injury which interferes with normal brain function. This affects the way an individual thinks, acts, behaves, and the physical skills needed to function on a daily basis. Each concussion is unique to each person, but there are some common signs and symptoms to be aware of to determine if an individual has a concussion.

A concussion can be caused a bump, blot, jolt or fall to the head or body. When the head or body is bumped, hit, etc. the force of that movement causes the brain to hit the sides of the skull or move and/or twist while inside the skull. These movements change the way the physiology of the brain normally works. Even a mild blow to the head of body can cause the brain to shift or move in the skull, thus injuring the brain.

What are the Signs and Symptoms of a Concussion?

Once a concussion is sustained, more signs and symptoms can develop in the next 24 hours, even in the next week. The severity and side effects of this brain injury will vary depending on the individual. Concussion symptoms may appear mild, but can lead to lifelong problems mentally, physically and psychologically if not managed correctly. A person can have signs and symptoms of a concussion without the loss of consciousness. Symptoms of a concussion can last for less than 1 day or up to 3 weeks or more.

Most of the time, images taken with a CT, MRI or CAT scan appear normal and do not show the physiologic changes that occur to the brain with a concussion. Image studies are done to rule out other head injuries, such as skull fractures.

Signs and Symptoms of a Concussion

Thinking/Remembering	Physical	Emotional/Mood	Sleep
Difficulty Thinking Clearly	Head ache	Irritability	Sleeping more than usual
Feeling Slowed Down or Foggy	Fuzzy or Blurred Vision	Sadness or More Emotional	Sleeping Less than usual
Difficulty Concentrating or Focusing	Nausea or Vomiting	Nervousness	Trouble Falling Sleep
Amnesia	Dizziness	Anxiety	Can't Stay Asleep
Difficulty Remembering New or Old Information	Sensitivity to Light or Noise	Slow to Respond or Easily Confused	
	Feeling Tired, Having No Energy	Dazed or Stunned in appearance	
	Decreased Balance and/or Coordination		

What to do if Someone has a Concussion

If the concussion occurs during an athletic activity, then the individual should be immediately pulled out of play.

Staying in the activity with a concussion will make it worse. The rule of thumb if a concussion is suspected is "When in doubt, sit them out". Staying in an activity with a concussion will prolong symptoms and recovery time and set the individual up for a more serious brain injury such as death, second impact syndrome or post-concussive syndrome.

If it is suspected that an individual has a concussion, he/she should be removed from any and all activity and evaluated by a medical professional trained in concussion management. Early evaluation and detection of a concussion can speed the recovery process by ensuring proper management of a concussion. ***WI State Law and Kenosha Unified School District require an immediate removal from activity and medical evaluation of an individual suspected of having a head injury.***

Return to Play from Concussions

WI State Law and Kenosha Unified School District require medical clearance by a physician, physician's assistant or nurse practitioner trained in concussion management before an individual can return to play. Kenosha Unified School District also requires an individual complete a Gradual Return to Play Progression (as outlined below) before the individual may return to play. This is a standard of care for concussions and other head injuries in the medical field.

Once an individual is sign and symptoms free for at least 24 hours and a medical professional trained in concussion management has evaluated and cleared the person, a stepwise return to play progression can be started. Similar to recovering from a bad ankle sprain, gradually introducing activity which increases heart rate to the brain ensure that the brain is able to tolerate the increased activity. If at any point in time during the stepwise progression the person has a return of symptoms, the person should stop the activity and contact the medical professional. It has been shown that by completing a stepwise, gradual return to play progression the likelihood of sustaining another concussion decreases. By performing a gradual return to play progression, the person is preventing further injury to his/her brain.

Following written release by a physician and sign and symptom free for at least 24 hours, students will be required to complete the "Return to Play Progression" under the supervision of a medical professional prior to return to normal unrestricted activities.

Returning to play before an individual is sign and symptom free can result in Post-Concussive Syndrome, 2nd Impact Syndrome, or possibly Death. Returning too soon from a concussion can also leave an individual more susceptible to further concussions. Please make sure the return to play progression is performed under the direction of a medical provider trained in concussion management.

Wisconsin's Sidelined for Safety Act 172

Under this act, at the beginning of the season individuals and parents/guardians of individuals participating in a youth activity or organized athletic activity need to be provided with concussion and head injury information if they wish to participate in that youth athletic activity. "No person may participate in a youth athletic activity unless the person returns the information sheet signed by the person and, if he or she is under the age of 19, by his or her parent or guardian."

Also covered in this act; "An athletic coach, or official involved in a youth athletic activity, or health care provider shall remove a person from the youth athletic activity if the coach, official, or health care provider determines that the person exhibits signs, symptoms, or behavior consistent with a concussion or head injury or the coach, official, or health care provider suspects the person has sustained a concussion or head injury." If an individual is removed from the activity, he/she "may not participate in a youth athletic activity until he or she is evaluated by a health care provider and receives a written clearance to participate in the activity from the health care provider."

For the entire Act 172, please visit the Wisconsin Legislature site at <https://docs.legis.wisconsin.gov/2011/related/acts/172>

Information from this handout was taken from the following sites:

- Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/sports/index.html>)
- WI Sports Concussion Collaborative (<http://www.wisportsconcussion.org/>)
- WI Interscholastic Athletic Association (<http://wiaawi.org/index.php?id=430>)
- National Federation of State High School Associations (<http://www.nfhslearn.com/>)
- Milwaukee Journal Sentinel – Dr. Walters Interview (<http://www.jsonline.com/multimedia/video/?bctid=1465030068001>)

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

July 24, 2012

Renewal of Southeastern Wisconsin School Alliance Membership

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

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

- A strong public school system is essential for educating all students to become contributing members of society.
- A world class education is an investment in a vibrant community and a strong economy.
- A collective commitment to high quality education requires strong, proactive, courageous leadership at all levels.
- Educating and informing stakeholders creates ownership and advocacy for public education.
- Regional collaboration and healthy dialogue among school, business, and government and community groups promote effective public policy.
- Objective and accurate information, research, and data provide the foundation for sound public policy.

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

RECOMMENDATION

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

Dr. Michele Hancock
Superintendent of Schools

Sheronda Glass
Assistant Superintendent of Business

RESOLUTION

SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE

BE IT RESOLVED that the School District of South Milwaukee retain DeWitt, Ross, & Stevens, S.C., for the period of July 1, 2012 through June 30, 2013 as Legislative Counsel on a cooperative basis with the other school districts that are members of the Southeastern Wisconsin School Alliance, regarding matters of mutual interest as determined by the Alliance, including but not limited to, constitutional limitations on and legislative decisions related to funding for education, research, public awareness and information sharing.

BE IT FURTHER RESOLVED that the District share the fees for these services, plus reasonable and necessary expenses, with the other school districts that are members of the Southeastern Wisconsin School Alliance on the basis of:

Check One:

_____ \$3,000 annual fee for school districts participating in Southeastern Wisconsin School Alliance

_____ \$3,000 annual fee for school districts participating in Southeastern Wisconsin School Alliance and Chapter 220 (SSLC) affiliation (No fee for 2012-13)

_____ Not participating

_____ District

Southeastern Wisconsin School Alliance Agreement

(Section 66.0301)

Pursuant to a resolution adopted by school districts participating in the Southeastern Wisconsin School Alliance (SWSA):

Participating school districts hereby mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. That said parties agree and contract with DeWitt, Ross, & Stevens, S.C., to serve as Legislative Counsel for the Southeastern Wisconsin School Alliance as hereinafter set forth;
2. That the School District of South Milwaukee is to be the operator and fiscal agent of the Southeastern Wisconsin School Alliance;
3. That the fiscal agent district shall establish and maintain records in accordance with the uniform financial accounting system prescribed by the Department of Public Instruction;
4. That the pro-ration of costs will be assessed equally to each participating school district as provided in the authorizing resolution;
5. That the estimated budget and plan of operation for this cooperative shall be approved in advance to contract signing by all school district parties hereto;
6. That variations from the budget will require prior approval of all school district parties hereto;
7. That the fiscal agent agrees to file the required financial reports with the Department of Public Instruction;
8. That attached hereto and incorporated herein by reference are the budget, the plan for operation and plan of payments to said operator of fiscal agent by each school district.

District

School Board President

School Board Clerk

Date

SCHOOL DISTRICT OF
SOUTH MILWAUKEE


By _____

Director of Business Services
Title

June 5, 2012
Date

2012-13 PROPOSED ANNUAL BUDGET
SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE (SWSA)

June 5 , 2012

EXPENSES:	PROPOSED BUDGET
Legislative Liaison	\$29,000
Executive Director	36,500
Research and Special Projects	13,400
Operational Expenses (Web development/host, travel, printing, telephone & supplies)	2,350
Personal Services (Advocacy training, economic study & general)	2,750
	<hr/>
TOTAL EXPENSES	<u><u>\$84,000</u></u>

REVENUES:	PROPOSED BUDGET
Fees from Participating School Districts (based on 28 members)	\$84,000
	<hr/>
TOTAL REVENUE	<u><u>\$84,000</u></u>

Basis for Prorating Costs: Equal distribution among member districts based upon 66.0301.

2011-12 Southeastern Wisconsin School Alliance Participant Listing:

District	SWSA Fee	SSLC
Brown Deer	\$ 3,000	
Cudahy	\$ 3,000	
Elmbrook	\$ 3,000	Yes
Fox Point / Bayside	\$ 3,000	Yes
Franklin	\$ 3,000	Yes
Glendale / River Hills	\$ 3,000	
Greendale	\$ 3,000	Yes
Hamilton	\$ 3,000	Yes
Hartford Union	\$ 3,000	
Kenosha	\$ 3,000	
Kettle Moraine	\$ 3,000	
Milwaukee Public Schools	in-kind	in-kind
Menomonee Falls	\$ 3,000	Yes
Mequon / Thiensville	\$ 3,000	Yes
Muskego-Norway	\$ 3,000	
Nicolet	\$ 3,000	Yes
Oak Creek / Franklin	\$ 3,000	Yes
Oconomowoc	\$ 3,000	
Pewaukee	\$ 3,000	
Port Washington-Saukville	\$ 3,000	
Saint Francis	\$ 3,000	Yes
Shorewood	\$ 3,000	Yes
South Milwaukee	\$ 3,000	Yes
Waukesha	\$ 3,000	
Wauwatosa	\$ 3,000	Yes
Westosha Central High	\$ 3,000	
West Allis / West Milwaukee	\$ 3,000	Yes
West Bend	\$ 3,000	
Whitefish Bay	\$ 3,000	Yes
Whitnall	\$ 3,000	Yes
Total	\$ 87,000	\$ -

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Kenosha Unified School District
Kenosha, Wisconsin

July 24, 2012

Board Approved Fees for the 2012-2013 School Year

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

Background

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

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

The following changes to the 2012-2013 fee structure are being provided to the Audit, Budget and Finance Committee and then the full Board of Education for consideration.

Student Fees

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

Some procedures that have been implemented over the last five (5) years that bear reaffirmation are:

- Maintain a procedure where students leaving the District during a school year will have a portion of that year's paid fees reimbursed based on when the student leaves. Students withdrawing from the District during the first semester (after the first month), will have 50% of the Base Fee and any fee for classes not taken yet reimbursed or applied toward any outstanding balance. Students withdrawing from the District after 30 days of the second semester will not have any fees reimburse.

- Students entering the District after the start of the school year will only be charged a prorated Base Fee based on full quarters that they are in the District. All other fees will be assessed based on the actual usage during that school year.
- Reaffirm the practice of not assessing a new Required Student Fee for a student transferring from one District school to another.
- Require all schools to submit all collected student fees to the Finance Department. Finance will make all reimbursement of fees after the receipt of a completed and approved Request for Payment form.
- Require the Charter Schools to collect the District required student fees for the appropriate grade level and allow them to retain the fees to assist with the increased cost of operating a charter school with the same level of funding from the District.
- Require Hillcrest School to collect the appropriate required student fee and remit the fee to Finance for those students who begin the school year at Hillcrest. Any student who transfers into Hillcrest after the start of school should have remitted the required student fee to the school where they began the year.
- For past due fees the District will actively pursue collection, but will not prohibit a student from graduating or participating in the Graduation Ceremony.
- The administration and maintenance for all academic and athletic student fees will reside with the Curriculum Department based on approved course offerings.
- All requests from the schools for workbook and supplemental materials must be reviewed and approved by the Curriculum Department prior to the allocation of any funds for the purchase of these materials by the schools.
- All fees and payments for a student will be maintained in Zangle (with the school having access to create the fee based on the circumstances (e.g., field trips, yearbook, clubs and activity accounts).
- All payment of fees will be posted in Zangle so an accurate record of the charges and payments made by a student can be maintained and a complete invoice can be printed for parents.
- When a fee reimbursement is requested due to a dropped class, the reimbursement of the fees will only be made when the amount is greater than \$25. All reimbursement amounts less than \$25 will be maintained on the student's account and used to pay additional fees (i.e., academic fees, fieldtrips, fundraisers and fines) during the school year or the next school year. Reimbursement will be made to seniors for any credit balances at the time of graduation.

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

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

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

Building Use Fees

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

Recreation Fees

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

Administrative Recommendation

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

Dr. Michele Hancock
Superintendent of Schools

Tina M. Schmitz
Chief Financial Officer

Tarik Hamdan
Budget and Grant Manager

KENOSHA UNIFIED SCHOOL DISTRICT
Historical Schedule of Student Fees
Proposed Fees for the 2012-2013 School Year

* Fees allocated to buildings

BASE STUDENT FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
High School	\$ 30	\$ 31	\$ 32	\$ 62	\$ 62	\$ 62	\$ 64
Middle School	52	53	55	70	70	70	72
Elementary School	40	41	43	43	43	43	44
Pre-School ⁽¹⁾	-	-	-	22	22	22	22

⁽¹⁾ Base fee includes individual project materials and workbooks

GRADE LEVEL FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Language Art Fee for 7th & 8th Grade Transfer Student *	\$ 20	\$ 20	\$ 20	\$ -	\$ -	\$ -	\$ -
Writer's Inc. (9th Grade) *	17	17	18	24	24	24	-

PROGRAM FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
1:1 Laptop Program *			\$ 30	\$ 30	\$ 30	\$ 30	\$ 30
Kenosha Military Academy Leadership *							

COURSE FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Art (6th grade)	\$ 5	\$ 5	\$ -	\$ -	\$ -	\$ -	\$ -
Art (7th and 8th grade only)	8	8	-	-	-	-	-
Art (High School Advanced Placement Classes)	35	35	35	-	-	-	-
Art (High School Regular Classes)	15	15	15	-	-	-	-
Extended Day Class (\$1 earmarked for Building) *	10	10	10	-	-	-	-
Family and Consumer Science (High School)	20	20	25	-	-	-	-
Family and Consumer Science (6th Grade) *	5	5	-	-	-	-	-
Family and Consumer Science (7th Grade) *	8	8	-	-	-	-	-
Family and Consumer Science (8th Grade) *	8	8	-	-	-	-	-
Health Class Fee (HS) for Red Cross Workbook/materials	1.50	2.00	3.00	-	-	-	-
Physical Education Fee (High School)	19	24	24	24	24	24	24
Physical Education Fee (Middle School)	15	15	15	15	15	15	15
Science (Advanced Placement HS Classes)	25	25	25				
Science (Honors HS Classes)	15	15	15				
Science (Regular HS Classes)	10	10	10				
Technology Education (High School)	15	15	15				
Technology Education (LakeView Academy) *	25	30	30	30	30	30	35
Technology Education (Seventh & Eighth Grades)	8	8	8	-	-	-	-
Technology Education (Sixth Grade)	5	5	5	-	-	-	-

ATHLETIC FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Athletic Catastrophic Insurance (MS, HS)	\$ 3.10	\$ 3.25	\$ 3.25	\$ -	\$ -	\$ -	\$ -
Athletic Fee High School ⁽²⁾	50	55	55	55	55	55	75
Athletic Fee Middle School ⁽³⁾	20	25	25	25	25	25	50

⁽²⁾ Fee per sport, \$10 earmarked for building athletic uniforms, \$150 max per student, \$300 per family

⁽³⁾ Fee per sport, \$5 earmarked for building athletic uniforms, \$100 max per student, \$200 per family

KENOSHA UNIFIED SCHOOL DISTRICT
Historical Schedule of Student Fees
Proposed Fees for the 2012-2013 School Year

* Fees allocated to buildings

OTHER SCHOOL FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Activity Fee ⁽⁴⁾	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
Music Activity Fee ⁽⁵⁾	30	30	30	30	30	30	30
Instrument Usage ⁽⁶⁾	50	50	50	50	50	50	50
Parking ⁽⁷⁾	50	50	50	50	50	50	50
After School Program (per day)	5	5	5	5	5	5	5

⁽⁴⁾ Activity Fee (HS, \$30 max. per student, \$60 max. per family; for debate, forensics, academic decathlon, cheerleading, robotics and other competitive events) *

⁽⁵⁾ Music Activity Fee (HS, \$60 max. per student; \$120 max. per family; for jazz ensemble, chamber orchestra, madrigal singers, golden strings, theater and drama) *

⁽⁶⁾ Instrument Usage (MS, HS - \$50 max. per student, \$100 max. per family)

⁽⁷⁾ Parking (HS, \$30 for only second semester)

SUMMER SCHOOL FEES	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Elementary and Middle Schools	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ -
High Schools	20	20	20	20	20	20	-
Gear-Up (MS, HS)	10	10	10	10	10	10	-

MISCELLANEOUS SCHOOL FEES *	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Fines for Lost or Damaged Locks (MS, HS)	\$ 8	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
Copy of Student Records (per page)	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Copy of Student Transcripts	3	5	5	5	5	5	5
Lost I.D./Library Card (MS/HS)	5	6	6	1.50	1.50	1.50	1.50
I.D. Card Lanyard Replacement	-	2	2	0.50	0.50	0.50	0.50
Schedule Change (not required for Graduation)	-	-	5	-	-	-	-
Library Fines and Breakage Charges	----- At Cost -----						
Students Unable to Pay	----- Per School Board Policy -----						

KENOSHA UNIFIED SCHOOL DISTRICT
Historical Schedule of Building Use Fees
Proposed Fees for the 2012-2013 School Year

Swimming Pools			2008-09	2009-10	2010-11	2011-12	2012-13
Bradford	Initial charge		\$ 213	\$ 213	\$ 218	\$ 218	\$ 229
	Rental fee per hour		59	59	60	60	63
Reuther	Initial charge		106	106	109	109	115
	Rental fee per hour		30	30	30	31	33
Tremper	Initial charge		156	156	160	160	168
	Rental fee per hour		38	38	39	39	41
Vernon	Initial charge		62	62	64	64	67
	Rental fee per hour		17	17	17	17	18
Gymnasiums			2008-09	2009-10	2010-11	2011-12	2012-13
High Schools							
Bradford Fieldhouse	Rental fee per hour	with locker	\$ 177	\$ 177	\$ 181	\$ 181	\$ 190
	Rental fee per hour	without locker	162	162	166	166	174
Indian Trails Fieldhouse	Rental fee per hour	with locker	-	-	-	-	211
	Rental fee per hour	without locker	-	-	-	-	195
Indian Trail Upper Gym	Rental fee per hour		-	-	-	-	37
Reuther	Rental fee per hour		44	44	45	45	47
Tremper Competition Gym	Rental fee per hour	with locker	79	79	81	81	99
	Rental fee per hour	without locker	65	65	67	67	85
Tremper PE Center	Rental fee per hour	with locker	62	62	64	64	99
	Rental fee per hour	without locker	48	48	50	50	85
Tremper Upper Gym	Rental fee per hour		-	-	-	-	35
Middle Schools							
Bullen	Rental fee per hour		51	51	52	52	55
Lance	Rental fee per hour		45	45	46	46	48
Lincoln	Rental fee per hour		42	42	43	43	45
Mahone	Rental fee per hour		55	55	56	56	59
Washington	Rental fee per hour		47	47	48	48	50
Elementary Schools							
Bose	Rental fee per hour		34	34	35	35	37
Brass, EBSOLA, Nash & Stocker	Rental fee per hour		40	40	41	41	43
Forest Park & Southport	Rental fee per hour		32	32	33	33	35
Frank, Pleasant Prairie & Somers	Rental fee per hour		34	34	35	35	37
Grant	Rental fee per hour		29	29	30	30	32
Grewenow, Harvey, Jeffrey, Strange & Vernon	Rental fee per hour		33	33	34	34	36
Jefferson, Roosevelt & Wilson	Rental fee per hour		31	31	32	32	34
McKinley & Prairie Lane	Rental fee per hour		30	30	31	31	33
Whittier	Rental fee per hour		38	38	39	39	41
Auditoriums			2008-09	2009-10	2010-11	2011-12	2012-13
High Schools							
Bradford	Rental fee per hour	Performance	\$ 96	\$ 96	\$ 98	\$ 98	\$ 103
	Rental fee per hour	Rehearsal	66	66	68	68	72
Indian Trail	Rental fee per hour	Performance	-	-	-	-	150
	Rental fee per hour	Rehearsal	-	-	-	-	100
Reuther	Rental fee per hour	Performance	85	85	87	87	96
	Rental fee per hour	Rehearsal	68	68	70	70	76
Tremper	Rental fee per hour	Performance	89	89	91	91	96
	Rental fee per hour	Rehearsal	70	70	72	72	76
Middle Schools							
Bullen	Rental fee per hour		75	75	77	77	81
Lance	Rental fee per hour		59	59	60	60	63
Lincoln	Rental fee per hour		59	59	60	60	63
Mahone	Rental fee per hour		75	75	77	77	81
Washington	Rental fee per hour		51	51	52	52	55

KENOSHA UNIFIED SCHOOL DISTRICT
Historical Schedule of Building Use Fees
Proposed Fees for the 2012-2013 School Year

Miscellaneous Areas			2008-09	2009-10	2010-11	2011-12	2012-13
High Schools							
Bradford	Rental fee per hour	Cafeteria	\$ 63	\$ 63	\$ 63	\$ 63	\$ 66
	Rental fee per hour	Commons	41	41	42	42	44
Hillcrest MS/HS	Rental fee per hour	Cafeteria	30	30	31	31	33
Indian Trail	Rental fee per hour	Cafeteria/commons	41	41	42	42	90
Lakeview Technology	Rental fee per hour	Cafeteria	37	37	38	38	40
	Rental fee per hour	Classrooms	40	40	41	41	43
Reuther	Rental fee per hour	Cafeteria	40	40	41	41	44
Tremper	Rental fee per hour	Cafeteria/commons	53	53	54	54	66
Other High School Classrooms	Rental fee per hour	Classrooms	39	39	40	40	42
Middle Schools							
Bullen	Rental fee per hour	Cafeteria	32	32	33	33	35
Lance	Rental fee per hour	Cafeteria	32	32	33	33	35
Lincoln	Rental fee per hour	Cafeteria	36	36	37	37	39
Mahone	Rental fee per hour	Cafeteria	37	37	37	37	58
Washington	Rental fee per hour	Cafeteria	34	34	35	35	38
Other Middle School Classrooms	Rental fee per hour	Classrooms	39	39	40	40	42
Elementary Schools							
Bose, Grewenow, Southport & Strange	Rental fee per hour	Cafe/multi-purpose	33	33	34	34	36
Brass, EBSOLA, Nash & Stocker	Rental fee per hour	Cafe/multi-purpose	36	36	37	37	39
EBSOLA, Frank, Nash, Pleasant Prairie, Somers, Stocker, Whittier and Brass	Rental fee per hour	Classrooms	39	39	40	40	42
Frank	Rental fee per hour	Cafe/multi-purpose	45	45	46	46	48
Jefferson	Rental fee per hour	Cafe/multi-purpose	32	32	33	33	35
Jeffrey, Roosevelt, Vernon & Wilson	Rental fee per hour	Cafe/multi-purpose	31	31	32	32	33
Pleasant Prairie & Whittier	Rental fee per hour	Cafe/multi-purpose	38	38	39	39	41
Somers	Rental fee per hour	Cafe/multi-purpose	42	42	43	43	45
Other Elementary Schools (not listed)	Rental fee per hour	Multi-purpose	30	30	31	31	33
	Rental fee per hour	Classrooms	35	35	36	36	38
Other							
All Middle and High School Kitchens	Rental fee per hour	Kitchen	45	45	46	46	48
Education Support Center (ESC)	Rental fee per hour	Board room	36	36	37	37	39
	Rental fee per hour	Computer room	71	71	73	73	77
Other Schools Computer Rooms	Rental fee per hour	Computer room	70	70	72	72	75
Various Outdoor Facilities	Per activity/per day	Outdoor facilities	19	19	19	19	20
Permit Fee			20	20	20	20	20

KENOSHA UNIFIED SCHOOL DISTRICT
Historical Schedule of Recreation Department Fees
Proposed Fees for the 2012-2013 School Year

Adult Basketball	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Team Fee	\$ 348	\$ 359	\$ 374	\$ 374	\$ 383	\$ 383	\$ 394
Player Fee	36	37	38	38	39	39	40
Trophy Fee	7	8	8	8	8	8	8

Adult Softball	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Team Fee	\$ 268	\$ 276	\$ 288	\$ 288	\$ 288	\$ 288	\$ 297
Player Fee	36	37	38	38	38	38	39
Trophy Fee	7	8	8	8	8	8	8

Adult Volleyball	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Team Fee	\$ 114	\$ 117	\$ 122	\$ 122	\$ 125	\$ 125	\$ 129
Player Fee	21	22	23	23	23	23	24
Trophy Fee	7	8	8	8	8	8	8

Swim Fees	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Employee Swim	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Student Player Fees	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Instructional Swim	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 5	\$ 5
Competitive Swim	25	25	25	25	25	25	25
Basketball	20	20	20	20	20	-	-
Tennis	20	20	20	20	20	-	-
Weight Training	20	20	20	20	20	20	20
Baseball/Softball	-	-	-	-	-	-	-
Soccer	-	-	-	-	-	-	-

Kenosha Unified School District No. 1
Kenosha, Wisconsin

July 24, 2012

Preliminary Adoption of the 2012-2013 Budget

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

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

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

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

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

Administrative Recommendation

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

Dr. Michele Hancock
Superintendent of Schools

Tina M. Schmitz
Chief Financial Officer

Tarik Hamdan
Budget & Grant Manager



2012-2013 Preliminary Budget

July 24, 2012 Board Meeting




Every Child Matters

2012-13 Financial Priorities


- Align the Budget with the District's Transformation Plan
- Maintain fiscal responsibility
- Restore fund balance to board policy levels

Budget Variables

Student Membership	Revenue Limit	Equalization Aid
Tax Levy	Equalized Property Values	Mill Rate
Debt Expense	Open Enrollments	Salary & Fringes

Enrollment Projections

School Year	2010-11	2011-12	2012-13
Enrollment	23,122	22,978	22,878
FTE (calculation for revenue purposes)	22,542	22,507	22,379

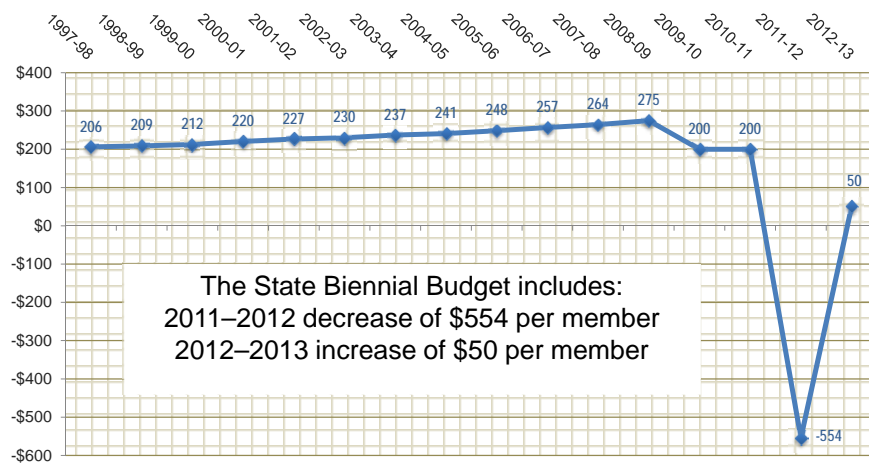

 Rolling 3 year average FTE
 used in the calculation of
 Revenue Limit.

Staffing Changes

KUSD Employee Group	2011-12 Budget	2012-13 Projections
Administrative, Supervisory & Technical (includes school administrators)	122	114
Board of Education	7	7
Carpenters & Painters	9	9
Education Support Professionals	262	254
Interpreters	11	11
Teachers	1,637	1,458
Miscellaneous	54	62
Secretaries	139	123
Service	206	196
Totals	2,447	2,234

Per Member Revenue

Allowable Per Pupil Change

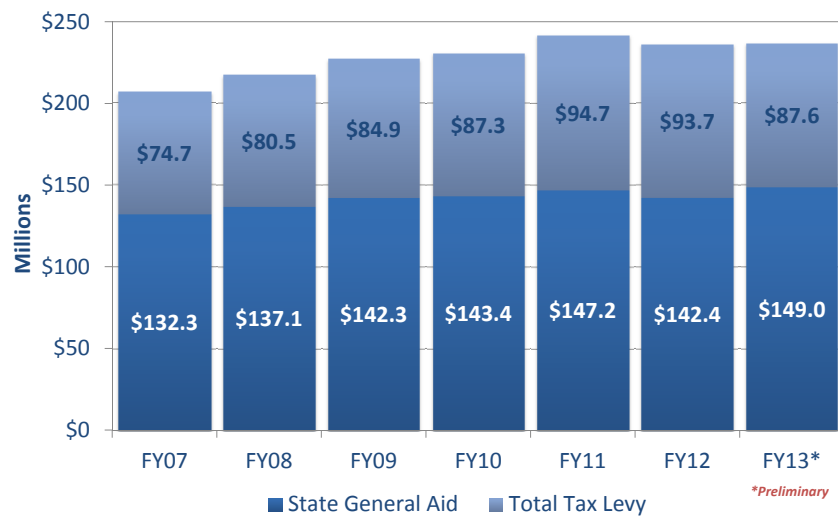


Revenue Limit Calculation

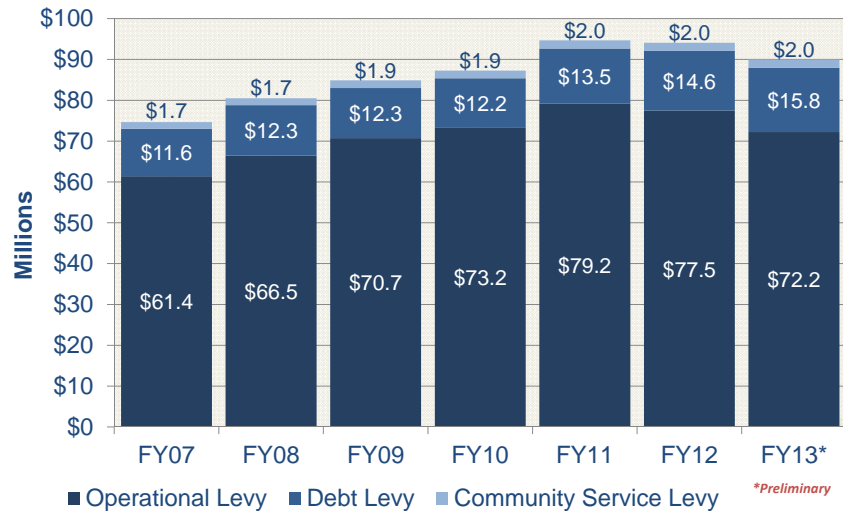
Partial Example:

		FY 2011-2012 Actual	FY 2012-2013 Preliminary	Change
1)	Start with			
2)	Base revenue from last year	\$ 229,159,798	\$ 222,441,496	\$ (6,718,302)
3)	Divide by			
	3-year average membership	22,594	22,682	
3)	Equals	\$ 10,143	\$ 9,807	
4)	Add			
5)	Per member increase/decrease	\$ (558)	\$ 50	
5)	Equals	\$ 9,585	\$ 9,857	
6)	Times			
	Current 3-year average membership	22,682	22,651	
7)	Equals	\$ 217,399,412	\$ 223,270,030	\$ 5,870,618
8)	Plus			
	Exemptions:			
	Prior Year Carryover	\$ 3,665,077	\$ 19,169	
	Transfer of Service	\$ 1,377,007	\$ 1,000,000	
9)	Equals	\$ 222,441,496	\$ 224,289,199	\$ 1,847,703

Revenue Limit History



Tax Levy History



2012-2013 Budget Assumptions

Revenue Summary

- \$50 per pupil revenue increase
- New categorical aid of \$1.1 million
- General state aid increases by \$6.6 million
- No change to federal or state grants
- Slight increase projected in fees
- 3.96% projected decrease in tax levy

2012-2013 Budget Assumptions

Expense Summary

- Salary increases per employee contracts
- \$730,000 decrease in health insurance
- 2-5% increase in other employee benefits
- \$25 million in reductions planned for FY13
- Additional budget requests of \$2.4 million

2012-2013 Budget Process

Next Steps:

- | | | |
|-------|---|---|
| July | - | Approval of Preliminary Budget |
| Aug. | - | Finalize Staffing |
| Sept. | - | Public Hearing on Budget |
| Oct. | - | Final DPI Revenue Distributed,
Property Assessments Complete, and
Final Budget Approved and
Adopted by the Board |

2012-2013 Preliminary Budget Questions?

Kenosha Unified School District
2012-2013 Budget Assumptions
Preliminary, July 2012

REVENUE		Increase/ (Decrease)	Notes
1	General State Aid	\$ 6,600,000	Initial estimates from DPI July 1
2	Reduction in General Fund Levy	\$ (4,860,000)	Based on July 1 estimated Revenue Limits
3	Increase in non-referendum debt	\$ 809,000	Higher principal payments in 2013 offset by lower interest
4	Per Pupil Aid Adjustment	\$ 1,130,000	One-time aid adjustment-State Biennial Budget Adjustment
5	Increase in student and facility fees	\$ 25,000	Based on preliminary schedule presented to board July 24th
Sub-Total		\$ 3,704,000	
SALARIES & BENEFITS		Increase/ (Decrease)	Notes
6	Increase in Wisconsin Retirement System expense (WRS)	\$ 750,000	Based on estimated increase of 1% to 1.9% on current 11.8% rate
7	Increase unemployment expense	\$ 1,000,000	Estimated increased based off of current year expense
8	Increase substitute budget	\$ 300,000	Based off of past year experience (FY12)
9	Incentive payouts (from FY11)	\$ 250,000	3 year payout schedule
10	Reduction in health insurance expense	\$ (730,000)	Per WEA proposal for 2012-2013
11	Reduction of 2 additional custodial positions	\$ (150,000)	Offset below in other expenses
12	Increase in community support hours	\$ 17,500	Fund 83 expense
13	Additional of HR Specialist	\$ 110,000	Hired July, 2012
14	Additional special education support personnel (5 FTE)	\$ 231,000	Support for special education
15	Increase in Library Media clerical hours	\$ 92,000	Increase in hours to support LMT's at the schools
Sub-Total		\$ 1,870,500	
OTHER EXPENSES		Increase/ (Decrease)	Notes
16	Increase to Athletics Budget	\$ 395,000	Final phase of athletics at Indian Trails
17	Increase to Facilities budget	\$ 150,000	Staffing funds moved to operations to cover existing costs
18	Advance placement testing site	\$ 9,000	Additional expense for offsite AP testing
19	Talent development online testing software	\$ 10,000	Replace paper testing and demand on clerical support
20	Classroom supplies for infant lab	\$ 3,800	One-time expense
Sub-Total		\$ 567,800	

TOTAL ADDITIONAL EXPENSES \$ 2,438,300.00

NET INCREASE/(DECREASE) \$ 1,265,700.00

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 24, 2012

DONATION TO THE DISTRICT

The District has received the following donations:

1. The Kenosha Orchestra Boosters donated \$3,985.00 worth of violin, viola and cello outfits to the Elementary Orchestra Scholarship Program.

Administrative Recommendation

Administration requests the Board of Education approve acceptance of the above listed gift(s), grant(s) or bequest(s) as per Board Policy 1400, to authorize the establishment of appropriate accounts to monitor fiscal activity, to amend the budget to reflect this action and to publish the budget change per Wisconsin Statute 65.90(5)(a).

Dr. Michele Hancock
Superintendent of Schools

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

July 24, 2012

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board
July-August**

July

- July 4, 2012 – Fourth of July – No Summer School & ESC Offices Closed
- July 10, 2012 - Standing Committee Meetings in ESC Board Room
- July 24, 2012 – Regular Board of Education Meeting –7:00 P.M. in ESC Board Meeting Room

August

- August 14, 2012 – Standing Committee Meetings in ESC Board Room
- August 28, 2012 – Regular Board of Education Meeting – 7:00 P.M. in ESC Board Room
- August 29, 2012 – Convocation/Building/Staff Meetings
- August 30, 2012 – Teacher Workday
- August 31, 2012 – Inservice Day