



MONTHLY SCHOOL BOARD STANDING COMMITTEE MEETINGS

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

August 13, 2013

5:30 P.M. – Joint Planning/Facilities/Equipment &
Audit/Budget/Finance

5:50 P.M. – Audit/Budget/Finance

6:50 P.M. – Joint Audit/Budget/Finance
& Personnel/Policy

7:10 P.M. – Personnel/Policy

7:25 P.M. – Joint Audit/Budget/Finance &
Curriculum/Program

7:45 P.M. – Curriculum/Program

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

JOINT PLANNING/FACILITIES/EQUIPMENT & AUDIT/BUDGET/FINANCE – 5:30 P.M.

- A) Approval of Minutes – June 11, 2013 (2 sets) Pages 1-5
- B) Energy Efficiency Project – Performance Contractor
Selection..... Pages 6-14
- C) Information Items
 - 1) Utility Budget & Energy Savings Program Update..... Pages 15-16
- D) Future Agenda Items
- E) Adjournment

AUDIT/BUDGET/FINANCE - 5:50 P.M. or Immediately Following Conclusion of Preceding Meeting

- A) Approval of Minutes – July 9, 2013..... Pages 17-18
- B) FY14 Preliminary Budget Pages 19-23
- C) Renewal of Southeastern Wisconsin School
Alliance Membership Pages 24-28
- D) Information Items
 - 1) Cash and Investment Quarterly Report..... Page 29
 - 2) Analysis of Travel/Conferences, Advertising, &
Independent Contractors..... Pages 30-48
- E) Future Agenda Items
- F) Adjournment

**JOINT AUDIT/BUDGET/FINANCE & PERSONNEL/POLICY – 6:50 P.M. or
Immediately Following Conclusion of Preceding Meeting**

- A) Approval of Minutes – July 9, 2013 Page 49
- B) Policy and Rule 3420 – Purchasing Pages 50-52
- C) Future Agenda Items
- D) Adjournment

**PERSONNEL/POLICY – 7:10 P.M. or Immediately Following Conclusion of
Preceding Committee Meeting**

- A) Policy and Rule 5534 – Medication and Policy and
Rule 5534.1 Anaphylaxis Pages 53-61
- B) Information Item
 - 1) Recommendations Concerning Appointments, Leaves
of Absence, Retirements and Resignations..... Pages 62-66
- C) Future Agenda Items
- D) Adjournment

**JOINT AUDIT/BUDGET/FINANCE & CURRICULUM/PROGRAM – 7:25 P.M. or
Immediately Following Conclusion of Preceding Meeting**

- A) Approval of Minutes – July 9, 2013 Pages 67-68
- B) Professional Learning Plan – 2013-16 Pages 69-71
- C) Future Agenda Items
- D) Adjournment

**CURRICULUM/PROGRAM – 7:45 P.M. or Immediately Following Conclusion of
Preceding Committee Meeting**

- A) Approval of Minutes – July 9, 2013..... Pages 72-73
- B) Information Items
 - 1) CESA #1 Personalized Learning..... Pages 74-86
 - 2) Update on the Next Generation Science Standards Pages 87-90
 - 3) Transformation of Kenosha Unified School
District Libraries to Learning Commons Pages 91-94
 - 4) Kindergarten Through Eighth Grade Attendance
Procedures..... Pages 95-114
 - 5) Professional Learning Communities..... Pages 115-117
- C) Future Agenda Items
- D) Adjournment

<p>There may be a quorum of the board present at these Standing Committee meetings; however, under no circumstances will a board meeting be convened nor board action taken as part of the committee process. The three board members who have been appointed to each committee and the community advisors are the only voting members of the Standing Committees.</p>
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KENOSHA UNIFIED SCHOOL BOARD
PLANNING/FACILITIES/EQUIPMENT MEETING
Educational Support Center – Room 110
June 11, 2013
MINUTES

A meeting of the Kenosha Unified Planning/Facilities/Equipment Committee chaired by Mr. Nuzzo was called to order at 5:52 P.M. with the following Committee members present: Mrs. Snyder, Mr. Valeri, Mr. Zielinski, and Mr. Nuzzo. Dr. Hancock was also present. Mrs. Coleman and Mrs. Bothe were excused. Ms. Iqbal was absent.

Approval of Minutes – April 9, 2013 and May 14, 2013

Mrs. Snyder moved to approve the minutes as contained in the agenda. Mr. Valeri seconded the motion. Unanimously approved.

KTEC Lease Extension

Mr. Patrick Finnemore, Director of Facilities, presented the KTEC Lease Extension as contained in the agenda. He indicated that the lease agreement with the City of Kenosha for the use of the former Lincoln Elementary School for the purpose of housing the Kenosha School of Technology Enhanced Curriculum (KTEC) is a five-year lease with the ability for four additional five-year terms. The effective date for the lease was in December, 2008; therefore, the first five-year period of the lease will expire in December, 2013. Per the lease, the District must give the City written notice of intent to exercise the option to extend the lease by another five years prior to the expiration. An annual rent payment increase of \$10,000 would be instituted for each of the four subsequent terms. Administration's recommendation is to extend the lease for an additional five years at \$40,000 per year and send a notice to the City following Board approval at the June 25, 2013 meeting. Questions asked by Committee members were answered by Administration.

Mr. Valeri moved that the KTEC Lease Extension be forwarded to the full Board for consideration. Mrs. Snyder seconded the motion. Unanimously approved.

2013-2014 Capital Projects Plan

Mr. Finnemore presented the 2013-2014 Capital Projects Plan as contained in the agenda. He indicated that Board policy requires this report to be presented to the Board no later than April 1st of each year; however, due to the uncertainty of the 2013-14 budget and the proposal for the energy efficiency projects, the report was delayed. He explained that the major maintenance budget was reduced from \$2,000,000 to \$600,000 for 2012-13 as part of the unprecedented budget reductions that were necessary. The plan for this year was to restore the budget back to \$2,000,000; however, Administration is proposing a budget of \$1,500,000 or a \$5,000,000 reduction for this year and the following two years to fund security improvements at all District facilities. Of the \$1,500,000 budget, \$500,000 would be used to continue to pay off the loan used to fund the Reuther masonry restoration project, leaving \$1,000,000 for projects for the year. Questions asked by Committee members were answered by Administration.

Mr. Valeri moved that the 2013-14 Capital Projects Plan be forwarded to the full Board for consideration. Mr. Zielinski seconded the motion. Unanimously approved.

Information Items

Mr. Finnemore presented the Utility Budget & Energy Savings Program Update as contained in the agenda. He indicated that he is not anticipating an utilities budget increase for next year. He also noted that a new energy tracking report will be presented next month which will provide more detail for each building.

Future Agenda Items

Mr. Finnemore indicated that he would be presenting a Middle and High School Utilization Report and bringing forward policy revisions pertaining to facilities.

Mr. Finnemore indicated that there may be no need for a Committee meeting in July. He will know for sure in the next week or so.

Meeting adjourned at 6:00 P.M.

Stacy Schroeder Busby
School Board Secretary



KENOSHA UNIFIED SCHOOL BOARD
JOINT PLANNING/FACILITIES/EQUIPMENT &
AUDIT/BUDGET/FINANCE MEETING
Educational Support Center – Room 110
June 11, 2013
MINUTES

A joint meeting of the Kenosha Unified Planning/Facilities/Equipment and Audit/Budget/Finance Committees chaired by Mr. Nuzzo was called to order at 6:03 P.M. with the following Committee members present: Mrs. Snyder, Mr. Valeri, Mr. Zielinski, Mrs. Taube, Mr. Bryan, Mrs. Marcich, Mr. Kent, Mr. Aceto, Mr. Coleman, Ms. Dawson, Mr. Holdorf, and Mr. Nuzzo. Dr. Hancock was also present. Mrs. Coleman and Mrs. Bothe were excused. Ms. Iqbal and Ms. Adams were absent.

Energy Efficiency and Security Project Proposal

Mr. Patrick Finnemore, Director of Facilities, presented the Energy Efficiency and Security Project Proposal as contained in the agenda. He explained that in 2009, Wisconsin Act 28 was developed with the intent to provide a mechanism for school districts to fund quick payback energy efficiency projects outside their revenue limit and use the energy savings to “pay back” the funds used for the capital improvement. In 2011, Wisconsin Act 32 modified the law to include payment of debt service on bonds issued to finance the energy efficiency projects provided that the projects: 1) result in energy or operational cost reductions or avoidance, 2) are completed through the use of a performance contract as governed by State Statute 66.0133, and 3) the bonds or notes used to finance the project are issued for periods not exceeding 20 years. The change in the law provides an opportunity for KUSD to implement large energy efficiency projects that we would not otherwise be able to fund and/or projects that would not be funded for many years in a one or two year window.

Mr. Finnemore indicated that the least attractive component of the changes made by Act 32 was the performance contracting requirement. Performance contracting has two positive benefits, one it provides a financial guarantee of savings over the course of the life of the bond, and two it provides districts without the expertise on staff a means to implement these types of projects. The first benefit has some value, but in a 20-year bond, there is not a substantial amount of checks and balances with respect to the guarantee. The second is not of great value to the District since we have in-house capability of managing all phases of these types of projects. It is Administrations intent is to control the amount of services provided by the performance contractor to only those services required by law.

A benefit of implementing an Act 32 project would be the opportunity to reduce the amount of major maintenance expenditures for some period of time because of the number of projects included in this scope that would otherwise be funded by major maintenance. The traditional major maintenance budget for KUSD is \$2,000,000 per year with \$500,000 of that money being used to pay off the loan used to fund the Reuther masonry restoration project. Administration is proposing a reduction of the major maintenance budget of \$500,000 per year for 3-4 years.

Act 32 allows school districts to issue bonds or notes to finance the energy efficiency projects. The proposed energy efficiency projects total \$16,689,540. If KUSD wishes to finance these

projects with long-term debt, the debt can be issued under revenue limits in Fund 38. Debt issued in Fund 38 does not require a referendum, but does require a 30-day petition period. Further, if the maturity of the debt exceeds ten years, a Public Hearing is also required. The process for issuing Fund 38 debt would begin with an Initial Resolution. Upon Board approval of the Initial Resolution, a Notice to Electors is published in KUSD's official newspaper. Within 10 days of publication of the Notice, a Public Hearing is held for informational purposes. From the date of the Public Hearing, the electorate has 30 days to file a petition to stop the process. The petition must be signed by 20% of the school district electors, or 7,500 electors, whichever is less. If no petition is filed, KUSD can issue the bonds to finance the projects. If the three parameters defined in 2011 Wisconsin Act 32 are met, the KUSD Board can levy for the debt service on the bonds outside revenue limits (energy efficiency exemption). The decision regarding the levy will be made on an annual basis, and future KUSD elected officials will make that determination. On a preliminary basis, it is contemplated that a 20-year bond issue will be utilized with a "wraparound" structure. This methodology attempts to minimize the tax impact by taking advantage of the future decreases KUSD's debt service payments, which decrease slightly in 2016 and then dramatically in 2017. In addition, the District has an opportunity to refinance the 2002 Bonds. To create efficiency in issuance costs, the refinancing could be done in conjunction with the energy efficiency financing.

In identifying schools to include for energy efficiency improvements, the eight lowest EPA Energy Star Rated schools in the District and the only schools with a rating lower than 70 were selected. These schools and their Energy Star Ratings are:

- Bose – 68
- Forest Park – 48
- Grant – 64
- Grewenow – 53
- Harvey – 59
- Jeffery – 62
- Roosevelt – 64
- Vernon – 39

Jefferson Elementary was added because it is a sister school of Grant and the two schools have similar problems that can be corrected.

Once the schools were identified, all of their capital projects maintenance and energy data, as well as performed a detailed walkthrough, of each of the buildings was done to identify potential energy savings projects. Those projects were evaluated to determine the capital investment needed, potential energy savings, and other benefits related to each project. A detailed scope of work was developed for each school. The scope of work for each school differs due to the design and operation of the building. The estimated cost for the projects at the nine schools is \$16,690,000 ranging from a low of \$816,812 for Jeffery Elementary to a high of \$3,095,409 for Vernon Elementary.

Administration's recommendation is to couple the security system upgrades with the Act 32 energy efficiency projects and associated reduction in the major maintenance budget. The \$500,000 per year reduction in the major maintenance budget would allow for the security upgrades to be implemented in a three-year period without the need to find a funding source within the general fund. The security proposal would include:

- Security Cameras
- Security Camera Head End System
- Security Systems on One Common Software System
- Addition of Door Bells at Elementary Schools
- Phones in Every Classroom
- Instantaneous Mass Notification System

Questions asked by Committee members were answered by Administration.

Mr. Valeri moved to forward the Energy Efficiency and Security Project Proposal to the full Board for consideration. Mrs. Taube seconded the motion. Unanimously approved.

Meeting adjourned at 7:00 P.M.

Stacy Schroeder Busby
School Board Secretary

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

August 13, 2013

ENERGY EFFICIENCY PROJECT – PERFORMANCE CONTRACTOR SELECTION

Background:

The following is a summary of the information provided in previous reports in May, June and July on this subject. The attachments from those reports are not being repeated again in this report except for the financing reports which have been updated by PMA Securities.

1. 2011 Wisconsin Act 32

2009 Wisconsin Act 28 was developed with the intent to provide a mechanism for school districts to fund quick payback energy efficiency projects outside their revenue limit and use the energy savings to “pay back” the funds used for the capital improvement. In almost all cases the projects implemented as a result of Act 28 were small (under \$100,000) projects with paybacks in the range of less than 2 years. 2011 Wisconsin Act 32 modified the law to include payment of debt service on bonds issued to finance the energy efficiency projects provided:

- The projects result in energy or operational cost reductions or avoidance
- The projects are completed through the use of a performance contract as governed by State Statute 66.0133
- The bonds or notes used to finance the project are issued for periods not exceeding 20 years

The original law was focused generally around smaller school districts that could not fund the smaller energy efficiency projects that KUSD implements every year. The change in the law provides an opportunity for KUSD to implement large energy efficiency projects that we would not otherwise be able to fund and/or projects that would not be funded for many years in a one or two year window.

2. Identification of Schools

The EPA Energy Star rating System is a method of evaluating how energy efficient a building is by comparing it with other similar buildings across the country. When KUSD began our energy conservation programs just over 10 years ago, the average Energy Star Rating for our schools was 40.97. Through the implementation of energy saving projects and the operational energy savings program we have raised our average up to 77.54. Buildings with ratings of 75 or greater qualify as an Energy Star Rated Building, so as a District we are now above that target. We do have schools below the target value and in some cases well below primarily due to original design of the buildings.

In identifying schools to include for energy efficiency improvements, we selected the eight lowest EPA Energy Star Rated schools in the District and the only schools with a rating lower than 70. These schools and their Energy Star Ratings are:

- Bose – 68
- Forest Park – 48
- Grant – 64
- Grewenow – 53
- Harvey – 59
- Jeffery – 62
- Roosevelt – 64
- Vernon – 39

We decided to add Jefferson Elementary to the mix of schools because it is a sister school of Grant and the two schools have similar problems that can be corrected. Jefferson does have a different layout and a smaller footprint which helps with its Energy Star rating of 76.

3. Identification of Projects

Once the schools were identified, we reviewed all of our capital project, maintenance and energy data as well as performed a detailed walkthrough of each of the buildings to identify potential energy savings projects. Those projects were evaluated to determine the capital investment needed, potential energy savings, and other benefits related to each project. The scope of work for each school differs due to the design and operation of the building, but in general the projects include:

- HVAC Systems – Boilers, ventilation systems, etc.
- HVAC Control Systems
- Lighting – Interior and Exterior
- Roofing
- Exterior Walls/Windows
- Creation of Vestibules at Entrances

The estimated cost for the projects at the nine schools is \$16,690,000 ranging from a low of approximately \$800,000 for Jeffery Elementary to a high of approximately \$3,100,000 for Vernon Elementary. Generally the largest contributors to the schools with higher costs are whether we are including a major roof replacement or not, the scope of work related to the HVAC system upgrades, and/or the scope of exterior wall/window work. In the case of Vernon and Harvey, the exterior wall work is substantial. Those two buildings, which are sister schools outside of the additional wing on Vernon which now houses the Brompton School, were constructed using pre-fabricated panels with single pane glass integral to the panels. The single pane glass cannot be replaced as an individual project and can only be replaced if the entire panel is replaced. Since the wall panel does not include any measurable amount of insulation anyway, the scope of work is to remove the entire exterior face of the building and the replace with traditional block, brick and windows. This work can be done because the structural component of the building is a steel structure located behind the panels. This project will have significant energy and maintenance benefits as well as the added benefit related to aesthetics.

Detailed scopes have been developed for each of the projects, but are not included in this report for the purpose of keeping the size of this report manageable. These scopes

will be refined as we go through the process to ensure that the project is in accordance with Act 32.

4. Financing

As mentioned in (1.) above, 2011 Wisconsin Act 32 allows school districts to issue bonds or notes to finance the energy efficiency projects.

The proposed energy efficiency projects total approximately \$16,690,000. We plan on financing these projects with long-term debt; the debt can be issued under revenue limits in Fund 38. Debt issued in Fund 38 does not require a referendum, but does require a 30-day petition period. Further, if the maturity of the debt exceeds ten years, a Public Hearing is also required.

The process for issuing Fund 38 debt began with an Initial Resolution at the June 25, 2013 regular Board meeting. Upon Board approval of the Initial Resolution, a Notice to Electors was published in KUSD's official newspaper. As required by Statute, within 10 days of publication of the Notice a Public Hearing was held on July 9, 2013 for informational purposes. From the date of the Public Hearing, the electorate had 30 days to file a petition to stop the process. The petition must be signed by 20% of the school district electors (as determined by the number of voters at the last gubernatorial election), or 7,500 electors, whichever is less. In our case, no petition was filed which means that KUSD can issue the bonds to finance the projects outside revenue limits (energy efficiency exemption). The decision regarding the levy will be made on an annual basis, and future KUSD elected officials will make that determination.

We are proposing a 20-year bond issue with a "wraparound" structure. As shown on Attachment 1, this methodology attempts to minimize the tax impact by taking advantage of the future decreases in KUSD's debt service payments, which decrease slightly in 2016 (approximately \$700,000) and then dramatically in 2017 (a decrease of over \$5,000,000). This structure may make that annual decision easier as it likely will have a minimal impact on the overall tax levy. KUSD also has an opportunity to refinance the 2002 Bonds. As shown on Attachment 2, the estimated savings associated with the refinancing is over \$193,000, or approximately \$64,000/year in 2014-2016. To create efficiency in issuance costs, the refinancing can be done in conjunction with the energy efficiency financing.

5. Key Activities and Time Line

- Initial Presentation to School Board – May 21st -- **COMPLETE**
- Committee Meeting Presentation – June 11th -- **COMPLETE**
- Budget Recommendation to Board; Approval of Initial Resolution – June 25th -- **COMPLETE**
- Issue RFP for Performance Contractor – June 26th -- **COMPLETE**
- Publication of Notice to Electors (within 10 days of adoption of Initial Resolution) – July 1st -- **COMPLETE**
- Public Hearing (within 10 days of publication of Notice) – July 9th -- **COMPLETE**
- 30-day Petition Period begins the day after the Public Hearing -- **COMPLETE**
- Committee Meeting – August 13th
- Final Board approval, sale of bonds – August 27th

- Design & Implementation – Completion by September of 2015

Performance Contractor Selection Process:

As mentioned previously, one of the requirements of Act 32 is that a school district must complete the projects through the use of a performance contract. KUSD issued a Request for Proposal (RFP) on June 26, 2013 for the purpose of hiring a performance contractor and received proposals on July 23, 2013. A total of four firms responded to the RFP, those firms were:

- CESA 10
- McKinstry
- Nexus
- Performance Services

Typically RFPs related to the hiring of a performance contractor are very open-ended and result in a quotation of one fee percentage which is the theoretical mark-up the performance contractor will be charging for the total value of the project. For example the contractor may indicate in their proposal that their fee is 7% which for a \$15,000,000 project would be \$1,050,000. In reality the actual fee collected by the performance contractor is substantially more than this and is generally on the order of 30-40% of the overall project cost when including overhead and profit. Our RFP was very prescriptive in that it included the specific schools, projects and budget estimates that will be included in our scope of work. We also included a bid form that required a detailed breakdown of the components of the fee, so that we could identify the “true” fee that each firm would charge.

Attachments 3 and 4 summarize the responses of the four firms to the key areas required in the RFP. Attachment 3 includes general information about each firm, experience and reference information, information related to the performance guarantee and bonding, contract information, and any litigation history. Attachment 4 focuses on the costing information and proposed fees of each of the firms. Facilities Department staff spent many hours with each of the firms submitting proposals (as well as two other firms that chose not to submit) explaining our philosophy for the projects, answering questions, clarifying scope and better understanding the capabilities and services of each of the firms.

As we evaluated the proposals, our number one priority was obtaining the best fee possible for the district. We felt comfortable in making fee such a large component of the selection process because it is our opinion that each of the four firms has an excellent reputation and is well qualified to perform the work. Other items did factor in the decision and they included the quality and completeness of the proposal, experience and reference feedback, the technical approach proposed by the firm, the quality of the energy report each firm provided, and a legal review by our attorneys.

Based on our evaluation, Administration is recommending that we contract with Performance Services, Inc. (PSI) to provide performance contracting services for the energy and operational efficiency projects at the nine schools. This truly was not an easy decision as the proposals of all four firms were excellent and each brought a slightly different approach to the project. Performance Services provided the lowest based bid option with a 7% fee. The next lowest base bid option was CESA 10 at approximately 8.1%; however the base bid option for CESA 10 would have involved a softening of our energy savings guarantee requirements. After a detailed

review of the proposed scope and services of all four firms we are recommending to contract with PSI at a fee of 10.2%. The services that PSI will be providing for this fee are more than we required in our Request for Proposal, namely they would be overseeing the HVAC controls projects which we feel is the most complex portion of the scope. Their fee schedule allowed for this scope to be added and still have a lower fee than the second lowest proposal on the base scope which was CESA 10 at just over 10.2%. PSI is certainly providing KUSD with a great value and also provided the most complete payment and performance bond of the four bidders.

This recommendation is being made subject to KUSD be able to come to terms with Performance Services on a contract. That process is underway with the intent on having a contract for the Board to review and approve at the August 27, 2013 regular meeting. If terms cannot be negotiated with PSI, we would then move to the next firm which would be CESA 10. It is; however, expected that KUSD and PSI will be able to come to terms on a mutually beneficial contract since the proposal from PSI is complete on all of the major components of the facets of the project which will serve as the basis for the contract.

One item that we feel merits mentioning is that PSI contracts with former KUSD employee, Nicholas Alioto for part time marketing and Act 32 school financing support. We asked PSI to provide a summary of that relationship because of the former relationship that Mr. Alioto had with KUSD. The following summary was provided by Mr. Bob Wede of PSI:

Mr. Alioto is an independent consultant that Performance Services (PSI) has contracted for part time marketing and Act 32 school financing support. Mr. Alioto works as a consultant for schools and vendors in Wisconsin specializing on school budgets and financing.

Mr. Alioto's role with PSI is to introduce us to schools interested in Act 32 projects and assist in following Act 32 requirements. Mr. Alioto is not an employee of Performance Services and does not receive commission or compensation related to the sale of any project. Mr. Alioto is not involved nor is he approved to negotiate any aspects of a contract. Nor is he empowered to manage or make any decisions on any operational issues during the construction process.

We feel very comfortable with the relationship between PSI and Nick Alioto and how that relates to KUSD and our project.

Administration Recommendation:

Administration recommends that both the combined Audit/Budget/Finance and the Planning/Facilities/Equipment Committees forward this report on to the full Board for their consideration.

Dr. Michele Hancock
Superintendent of Schools

Ms. Sheronda Glass
Executive Director of Business Services

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

Kenosha Unified School District No. 1

EXAMPLE FINANCING PLAN

ENERGY EFFICIENCY EXEMPTION

LEVY YEAR	YEAR DUE	EXISTING FUND 39 DEBT SERVICE (net of subsidies)	EFFECT OF EXAMPLE 2013 REFINANCING	NET EXISTING FUND 39 DEBT SERVICE (net of subsidies)	\$16,690,000 G.O. SCHOOL BUILDING, IMPROVEMENT, & REFUNDING BONDS Dated September 17, 2013 (First interest 4/1/14)						LESS: REOFFERING PREMIUM	NET COST (Factoring Aid)	NET MILL RATE (B)	EXISTING FUND 39 DEBT LEVY PLUS NEW EEE D/S	COMBINED COST (Factoring Aid)	COMBINED MILL RATE (B)
					PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) Est. All-in TIC = 4.34%	TOTAL	STATE AID IMPACT ON NEW DEBT (A)								
2012	2013	\$12,116,931		\$12,116,931							\$0		\$12,116,931	\$12,116,931	\$1.52	
2013	2014	\$12,057,569	(\$66,596)	\$11,990,972		\$710,314	\$710,314	\$0	(\$236,717)	\$473,597	\$0.06	\$12,464,569	\$12,464,569	\$1.56		
2014	2015	\$11,892,613	(\$61,975)	\$11,830,638		\$683,725	\$683,725	(\$44,592)		\$639,133	\$0.08	\$12,514,363	\$12,469,770	\$1.56		
2015	2016	\$11,179,016	(\$64,463)	\$11,114,553	\$725,000	\$676,475	\$1,401,475	(\$231,441)		\$1,170,034	\$0.15	\$12,516,028	\$12,284,587	\$1.54		
2016	2017	\$6,114,338		\$6,114,338	\$885,000	\$660,375	\$1,545,375	(\$476,853)		\$1,068,522	\$0.13	\$7,659,713	\$7,182,859	\$0.90		
2017	2018	\$6,064,931		\$6,064,931	\$955,000	\$639,588	\$1,594,588	(\$526,105)		\$1,068,482	\$0.13	\$7,659,519	\$7,133,414	\$0.89		
2018	2019	\$6,058,344		\$6,058,344	\$990,000	\$615,275	\$1,605,275	(\$543,809)		\$1,061,466	\$0.13	\$7,663,619	\$7,119,810	\$0.89		
2019	2020	\$6,398,313		\$6,398,313	\$670,000	\$592,850	\$1,262,850	(\$547,575)		\$715,275	\$0.09	\$7,661,163	\$7,113,588	\$0.89		
2020	2021	\$6,421,056		\$6,421,056	\$670,000	\$571,075	\$1,241,075	(\$430,877)		\$810,198	\$0.10	\$7,662,131	\$7,231,255	\$0.91		
2021	2022	\$6,419,263		\$6,419,263	\$695,000	\$547,188	\$1,242,188	(\$424,073)		\$818,115	\$0.10	\$7,661,450	\$7,237,377	\$0.91		
2022	2023	\$6,423,906		\$6,423,906	\$715,000	\$520,725	\$1,235,725	(\$424,597)		\$811,128	\$0.10	\$7,659,631	\$7,235,034	\$0.91		
2023	2024	\$6,441,803		\$6,441,803	\$730,000	\$490,000	\$1,220,000	(\$423,133)		\$796,867	\$0.10	\$7,661,803	\$7,238,669	\$0.91		
2024	2025	\$6,283,806		\$6,283,806	\$925,000	\$452,763	\$1,377,763	(\$418,530)		\$959,233	\$0.12	\$7,661,569	\$7,243,039	\$0.91		
2025	2026	\$4,305,120		\$4,305,120	\$910,000	\$411,475	\$1,321,475	(\$473,418)		\$848,057	\$0.11	\$5,626,595	\$5,153,177	\$0.65		
2026	2027	\$4,268,890		\$4,268,890	\$955,000	\$367,125	\$1,322,125	(\$454,250)		\$867,875	\$0.11	\$5,591,015	\$5,136,765	\$0.64		
2027	2028	\$4,234,340		\$4,234,340	\$1,005,000	\$318,125	\$1,323,125	(\$455,621)		\$867,504	\$0.11	\$5,557,465	\$5,101,844	\$0.64		
2028	2029	\$4,191,210		\$4,191,210	\$1,060,000	\$266,500	\$1,326,500	(\$456,383)		\$870,117	\$0.11	\$5,517,710	\$5,061,327	\$0.63		
2029	2030				\$1,110,000	\$212,250	\$1,322,250	(\$457,991)		\$864,259	\$0.11	\$1,322,250	\$864,259	\$0.11		
2030	2031				\$1,170,000	\$155,250	\$1,325,250	(\$456,975)		\$868,275	\$0.11	\$1,325,250	\$868,275	\$0.11		
2031	2032				\$1,230,000	\$95,250	\$1,325,250	(\$458,498)		\$866,752	\$0.11	\$1,325,250	\$866,752	\$0.11		
2032	2033				\$1,290,000	\$32,250	\$1,322,250	(\$459,006)		\$863,244	\$0.11	\$1,322,250	\$863,244	\$0.11		
2033	2034							(\$458,498)		(\$458,498)				(\$458,498)		
		<u>\$120,871,447</u>	<u>(\$193,034)</u>	<u>\$120,678,413</u>	<u>\$16,690,000</u>	<u>\$9,018,577</u>	<u>\$25,708,577</u>	<u>(\$8,622,225)</u>	<u>(\$236,717)</u>	<u>\$16,849,635</u>	<u>AVERAGE \$0.11</u>	<u>\$146,150,272</u>	<u>\$137,528,048</u>	<u>IMPACT \$0.04</u>		

(A) State aid based on prior fiscal debt service at the following aid levels (13-14 July estimate):

Tertiary Aid Percentage..... 33.85%

(B) Mill rate based on 2012 Equalized Valuation (TID-OUT) of \$7,982,932,601 with annual growth of 0.00%.

Kenosha Unified School District No. 1

Preliminary Refinancing Analysis

	BEFORE REFINANCING						*	AFTER REFINANCING							
	\$14,725,000				OTHER	TOTAL	*	\$14,725,000		\$6,610,000			OTHER	TOTAL	ANNUAL
	G.O. School Building Bonds				FUND 39	FUND 39	*	G.O. School Building Bonds		G.O. School Building, Improvement & Refunding Bonds			FUND 39	FUND 39	D/S
	Dated December 10, 2002				D/S	D/S	*	Dated December 10, 2002		Dated September 17, 2013			D/S	D/S	SAVINGS
Calendar Year	PRINCIPAL (4/1)	RATE	INTEREST (4/1 & 10/1)	TOTAL	(After Subsidies)		PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	TOTAL	(After Subsidies)			
2013	\$2,200,000	4.500%	\$340,150	\$2,540,150	\$9,576,781	\$12,116,931	*	\$2,200,000	\$340,150				\$9,576,781	\$12,116,931	\$0
2014	\$2,300,000	4.375%	\$240,338	\$2,540,338	\$9,517,231	\$12,057,569	*			\$2,360,000	\$113,741	\$2,473,741	\$9,517,231	\$11,990,972	\$66,596
2015	\$2,350,000	4.400%	\$138,325	\$2,488,325	\$9,404,288	\$11,892,613	*			\$2,365,000	\$61,350	\$2,426,350	\$9,404,288	\$11,830,638	\$61,975
2016	\$1,925,000	4.500%	\$43,313	\$1,968,313	\$9,210,703	\$11,179,016	*			\$1,885,000	\$18,850	\$1,903,850	\$9,210,703	\$11,114,553	\$64,463
2017					\$6,114,338	\$6,114,338	*						\$6,114,338	\$6,114,338	\$0
2018					\$6,064,931	\$6,064,931	*						\$6,064,931	\$6,064,931	\$0
2019					\$6,058,344	\$6,058,344	*						\$6,058,344	\$6,058,344	\$0
2020					\$6,398,313	\$6,398,313	*						\$6,398,313	\$6,398,313	\$0
2021					\$6,421,056	\$6,421,056	*						\$6,421,056	\$6,421,056	\$0
2022					\$6,419,263	\$6,419,263	*						\$6,419,263	\$6,419,263	\$0
2023					\$6,423,906	\$6,423,906	*						\$6,423,906	\$6,423,906	\$0
2024					\$6,441,803	\$6,441,803	*						\$6,441,803	\$6,441,803	\$0
2025					\$6,283,806	\$6,283,806	*						\$6,283,806	\$6,283,806	\$0
2026					\$4,305,120	\$4,305,120	*						\$4,305,120	\$4,305,120	\$0
2027					\$4,268,890	\$4,268,890	*						\$4,268,890	\$4,268,890	\$0
2028					\$4,234,340	\$4,234,340	*						\$4,234,340	\$4,234,340	\$0
2029					\$4,191,210	\$4,191,210	*						\$4,191,210	\$4,191,210	\$0
							*								
	\$8,775,000		\$762,125	\$9,537,125	\$111,334,322	\$120,871,447	*	\$2,200,000	\$340,150	\$6,610,000	\$193,941	\$6,803,941	\$111,334,322	\$120,678,413	\$193,034
Callable Maturities	\$6,575,000	Callable: April 1, 2013 @ Par						\$0	Remaining Callable						

Gross Savings (sum of annual savings)	\$193,034
Present Value Savings (in today's dollars)	<u>\$186,302</u>
Present Value Savings as a Percentage of Bonds Refinanced	2.833%

Energy Project Summary - KUSD Bid 4784

Attachment 3

Facilities Services Department

July 26, 2013

	COMPANY			
	Performance Services	Nexus Solutions	McKinstry Essention LLC	CESA 10
Key Individuals	Bob Wede Jason Scott Dale Bozell	Michael David Brent Jones	Kevin Korn Dan Choi Paul Gustafson	Charlie Schneider Steve Cracker Heather Feigum
Firm Profile/Experience				
Years in Business	15 Years	1 Year as Nexus	50 Years	49 Years
PC Experience	15 Years	20 Years	13 Years	1 Year
Energy Experience	180 Plus ESCO Projects	20 Years	13 Years	18 Years +/-
References				
Bank	Key Bank, Indianapolis, IN	Fox River State Bank	Key Bank Commercial Banking	Northwestern Bank, Chippewa Falls, WI
Bonding Company	Pillar Group	Holmes Murphy	HUB International	Old Republic Surety Company
Clients	Nicolet HS, Greenfield Central Community Schools, Noblesville Middle School, MSD Perry Township, Warsaw Community Schools	227 million under contract Act 32 Clients, Wilmot, Palmyra Eagle, Westosha Central, Wheatland, Lakewood	Act 32 Projects: Oshkosh, Hartford, Beloit, Madison, Port Washington, UW-Eau Claire, UW-Platteville Medical College of Wisconsin	Mondovi Schools, Pulaski Schools, Marshfield, Hudson Altoona, Flambeau Act 10 Clients: Shell Lake and Crandon
Litigation	None	None	One case outside of Wisconsin and McKinstry is the Plaintiff	None
Technical Approach	Very detailed building by building analysis. Identified additional options for savings. Using LED lighting as an option for additional savings.	Would like to provide professional engineering, construction management and commissioning. Add additional enhancements to the KUSD design of HVAC projects.	Will self-perform some portions of the design work. Will suggest additional scope. Project review process to include a Cost and Constructability (C&C) review and an Energy Savings Peer Review.	Very Complete per building - added recommendations and additions to the proposed scope of work.
Report				
Completeness/Level of Detail	Very detailed analysis of each building	Per building cost details	Data per school for complete project scope	Very detailed report for each school
Explanation of Assumptions	Very detailed utility and energy savings summary	Not as detailed as some of the others.	Yes will need to refine numbers if hired	9 Building detailed report
M&V Approach	Fee based annual review based on our proposal requirements.A1	Use short and long term measurements. ASHRAE based review and inspection.	Pre & post retrofit measurements	Option 2 detailed yrs 1-10, stipulated yrs 11-20
Preliminary Guaranteed Annual Savings	\$138,168.00	\$224,367.00	\$86,662.00	\$169,564.00
Contract Language	No Comments on BOMA. Proposed A401 for subcontractor agreement.	First solidify the scope of the work and then work on an equitable agreement.	Two language changes to proposed contract in Article 6	Attached a proposed contract "non traditional" approach based on meeting the Statue requirements.

Performance Contractor Proposal Fee Evaluation
July 26, 2013

Performance Contracting Fee				
Fee Component	Fee Percentage			
	CESA 10	McKinstry	Nexus	Perf. Services
Overhead	0	7	Incl.	3
Profit	0	5	Incl.	0
Bond	0.5	1	Incl.	1
Project Management	6	4.75	Incl.	1
All General Conditions	0	0	0	1
Measurement & Verification	2	2	Incl.	1
Other	1.5	0	0	0
TOTAL FEE PERCENTAGE	10.00%	19.75%	12.00%	7.00%
Additional Energy Monitoring Cost Fee	\$36,000	\$82,330	\$0	\$0
ADJUSTED FEE PERCENTAGE	10.21%	20.23%	12.00%	7.00%
Mark-ups on Other Work				
Category of Mark-up	% Mark-up			
	CESA 10	McKinstry	Nexus	Perf. Services
Internal Design, Engineering, Consulting	0	5	0	5
Subconsultants (design, engineering, etc.)	0	Incl. above	0	15
Internal Labor	0	See proposal note	8	0
Equipment Supplied or Purchased	0	0	0	0
Material Supplied or Purchased	0	0	0	0
Subcontractor Labor	0	9.5	0	0
Subcontractor Materials or Equipment	0	9.5	0	0

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

August 13, 2013

UTILITY BUDGET & ENERGY SAVINGS PROGRAM UPDATE

The purpose of this report is to provide the regular update on the 2012-13 utilities budget and the operational energy savings program from the start of the school year through the end of June.

Utilities Budget Update:

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

- We have spent \$41,104 less on natural gas this year as compared to last year.
- We have spent \$6,909 less on electricity this year as compared to last year.
- We have spent 85% of the overall utility budget as compared to 87% last year at this time.

Operational Energy Program Update:

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

	2012-13	2011-12
Electricity Saved (KWh)	8,463,710	8,698,282
Gas Saved (Therms)	557,534	420,905
Dollars Saved	\$1,187,608	\$1,141,510

Dr. Michele Hancock
Superintendent of Schools

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

Mr. John Allen
Distribution and Utilities Manager

Mr. Kevin Christoun
Maintenance Supervisor

Monthly Energy Efficiency Program Tracking Summary

UTILITY INFORMATION

Energy Tracking: September 2012 Through June 2013

End of FY -		2013 - 06		Current Month: 2013 - 06													
BUILDING		ACTUAL				BASEYEAR				SAVINGS vs. BASEYEAR				%Savings Relative to Base Year	Facility Avg Sq Ft	Weather Adjusted 5Yr Avg Energy Use	1yr Avg Energy Use
		kWh	kW	therms	\$	kWh	kW	therms	\$	kWh	kW	therms	\$	%	sq ft	kBtu/sqft	kBtu/sqft
Bradford H		2,153,958	6,058	153,501	\$301,701	2,965,615	8,106	184,239	\$401,990	811,657	2,048	30,738	\$100,288	24.9%	300,401	79.1	81.3
Hillcrest H		66,840	-	15,376	\$18,713	81,138	-	15,302	\$20,474	14,298	0	(74)	\$1,761	8.6%	22,405	74.5	81.1
Indian Trail H		2,537,600	9,848	102,029	\$365,554	3,950,908	14,627	118,949	\$547,061	1,413,308	4,779	16,920	\$181,507	33.2%	408,519	56.7	51.6
Lakeview H		280,640	1,296	8,409	\$44,994	672,432	1,729	11,253	\$78,369	391,792	433	2,844	\$33,375	42.6%	40,000	56.5	49.0
Reuther H		740,400	3,279	128,882	\$156,328	914,647	3,678	156,944	\$185,829	174,247	399	28,062	\$29,502	15.9%	143,366	103.6	114.8
Tremper H		1,717,126	5,146	169,575	\$253,218	2,538,173	6,344	207,908	\$335,140	821,047	1,198	38,333	\$81,922	24.4%	313,802	85.2	77.2
HS Subtotal:		7,496,564	25,627	577,772	\$1,140,509	11,122,913	34,484	694,595	\$1,568,863	3,626,349	8,857	116,823	\$428,355	27.3%			
Bullen M		563,830	2,037	40,331	\$94,012	942,233	2,410	89,513	\$151,127	378,403	373	49,182	\$57,115	37.8%	121,962	65.5	51.0
Lance M		486,147	1,897	51,434	\$92,710	611,665	2,216	66,167	\$113,691	125,518	320	14,733	\$20,981	18.5%	137,290	55.5	50.9
Lincoln M		725,460	3,440	61,876	\$129,863	980,115	3,520	92,390	\$160,358	254,655	80	30,514	\$30,495	19.0%	134,038	77.3	70.1
Mahone M		996,600	4,600	64,538	\$169,221	1,417,845	5,220	90,205	\$214,540	421,245	620	25,667	\$45,319	21.1%	175,053	66.4	64.1
McKinley M		78,000	190	314	\$13,186	615,251	2,243	76,575	\$129,907	537,251	2,053	76,261	\$116,721	89.8%	101,622	61.8	4.1
Washington M		385,683	1,568	53,675	\$83,697	531,410	2,256	55,056	\$104,676	145,727	688	1,381	\$20,978	20.0%	99,643	70.2	68.5
MS Subtotal:		3,235,720	13,732	272,168	\$582,689	5,098,519	17,866	469,906	\$874,299	1,862,799	4,134	197,738	\$291,610	33.4%			
Bain E		523,200	3,012	24,326	\$95,613	707,076	3,107	46,124	\$123,721	183,876	95	21,798	\$28,108	22.7%	126,900	36.0	36.5
Bose E		178,240	786	26,220	\$40,711	335,285	1,050	38,356	\$65,587	157,045	264	12,136	\$24,876	37.9%	45,109	75.3	73.0
Brass E		343,440	1,654	18,771	\$60,922	440,503	1,973	33,089	\$79,996	97,063	319	14,318	\$19,074	23.8%	72,887	47.6	46.1
Dimensions E		66,097	-	19,571	\$21,473	74,490	-	20,254	\$23,025	8,393	0	683	\$1,552	6.7%	30,509	66.8	72.3
Forest Park E		152,297	658	46,245	\$49,957	209,223	710	50,277	\$63,831	56,926	52	4,032	\$13,874	21.7%	53,830	100.3	96.7
Frank E		510,440	2,088	25,397	\$85,048	703,137	2,351	34,216	\$106,698	192,697	263	8,819	\$21,650	20.3%	82,956	57.6	56.9
Grant E		125,000	487	26,184	\$33,031	148,933	644	36,373	\$42,628	23,933	157	10,189	\$9,597	22.5%	43,040	86.6	72.4
Grewenow E		176,400	614	30,680	\$40,854	294,491	872	47,837	\$64,740	118,091	258	17,157	\$23,886	36.9%	49,230	87.6	75.9
Harvey E		137,621	567	33,435	\$39,304	218,040	801	44,081	\$55,590	80,419	234	10,646	\$16,286	29.3%	47,980	87.9	80.6
Jefferson E		130,340	484	26,966	\$35,109	234,915	677	41,370	\$56,635	104,575	193	14,404	\$21,526	38.0%	49,528	81.4	65.1
Jeffery E		178,040	765	19,890	\$36,640	317,492	1,086	23,189	\$55,375	139,452	321	3,299	\$18,735	33.8%	45,209	63.8	58.7
Ktech (Lincoln)		195,360	819	17,728	\$37,385	177,331	813	23,940	\$39,500	(18,029)	(6)	6,212	\$2,115	5.4%	43,390	18.3	18.4
McKinley E		119,520	558	22,332	\$30,592	161,381	622	29,539	\$39,723	41,861	64	7,207	\$9,130	23.0%	35,085	80.8	77.3
Nash E		349,440	1,668	23,438	\$66,055	415,186	1,843	40,008	\$82,346	65,746	175	16,570	\$16,291	19.8%	73,636	64.7	51.8
Pleasant Prairie E		480,960	1,880	25,682	\$77,959	620,297	1,897	28,634	\$88,874	139,337	17	2,952	\$10,915	12.3%	73,306	53.7	64.0
Prairie Lane E		245,700	1,013	21,588	\$46,292	339,932	1,063	28,952	\$61,187	94,232	50	7,364	\$14,895	24.3%	65,778	48.6	47.6
Roosevelt E		145,560	587	30,477	\$38,636	218,578	787	34,700	\$49,844	73,018	200	4,223	\$11,207	22.5%	47,994	81.1	75.2
Somers E		324,000	1,259	25,657	\$56,674	464,234	1,651	38,280	\$80,100	140,234	392	12,623	\$23,426	29.2%	69,100	58.4	57.4
Southport E		184,640	936	25,568	\$42,012	279,652	1,128	29,103	\$54,997	95,012	192	3,535	\$12,985	23.6%	53,200	65.6	62.2
Stocker E		400,800	1,416	18,850	\$61,543	546,045	1,922	21,378	\$80,606	145,245	506	2,528	\$19,064	23.7%	80,621	42.3	44.5
Strange E		242,915	914	25,517	\$47,616	360,533	1,117	28,029	\$61,999	117,618	203	2,512	\$14,383	23.2%	57,192	50.9	61.2
Vernon E		337,610	1,313	67,222	\$82,504	495,530	1,701	91,579	\$111,468	157,920	388	24,357	\$28,965	26.0%	88,280	101.0	92.3
Whittier E		293,880	1,435	17,979	\$54,317	613,298	2,360	23,416	\$91,413	319,418	925	5,437	\$37,096	40.6%	63,888	54.1	47.4
Wilson E		109,400	517	24,906	\$31,038	192,859	748	40,361	\$50,210	83,459	231	15,455	\$19,171	38.2%	38,200	78.9	76.6
ELEM Subtotal:		5,950,900	25,429	644,629	\$1,211,284	8,568,441	30,923	873,085	\$1,630,090	2,617,541	5,494	228,456	\$418,806	25.7%			
Cesar Chavez		157,840	528	5,677	\$25,360	226,413	647	10,049	\$35,551	68,573	119	4,373	\$10,191	28.7%	20,500	71.4	59.4
ESC		963,360	2,942	49,791	\$137,718	1,254,189	3,769	59,217	\$173,611	290,829	827	9,426	\$35,893	20.7%	128,000	75.9	71.0
Recreation		85,098	411	6,631	\$16,422	82,717	439	7,349	\$19,175	(2,381)	28	718	\$2,753	14.4%	13,090	80.6	79.3
Other Subtotal:		1,206,298	3,881	62,099	\$179,499	1,563,319	4,854	76,615	\$228,337	357,021	973	14,517	\$48,838	21.4%			
Totals:		17,889,482	68,669	1,556,668	\$3,113,982	26,353,192	88,127	2,114,201	\$4,301,590	8,463,710	19,458	557,534	\$1,187,608	27.6%			



A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Mrs. Taube was called to order at 6:16 P.M. with the following Committee members present: Mr. Nuzzo, Mr. Bryan, Mrs. Marcich, Mr. Kent, Mr. Aceto, Mr. Coleman, Ms. Dawson, Mr. Holdorf, and Mrs. Taube. Dr. Hancock was also present. Ms. Adams was absent.

Approval of Minutes – June 11, 2013 (2 sets)

Mr. Bryan moved to approve the minutes as contained in the agenda. Mr. Nuzzo seconded the motion. Unanimously approved.

FY14 Preliminary Budget

Mr. Tarik Hamdan, Budget & Grant Manager, introduced the FY14 Preliminary Budget. Mrs. Taube presented the preliminary budget assumptions individually and Administration responded to questions from Committee members.

While answering questions from the Committee, Mrs. Glass, Executive Director of Business Services, indicated that she believed that budget assumption #10 - Unemployment Budget could be lowered; therefore, she will look at the last claims cycle and determine what the adjusted number should be.

While answering questions from the Committee, a copy of the market salary analysis was requested in regards to budget assumption #23 – Interactive Communications Specialist.

While answering questions from the Committee, Dr. Bethany Ormseth, Interim Assistant Superintendent of Secondary School Leadership, indicated that budget assumption #35 – High School Miscellaneous Staffing was initially submitted in correlation to the Infant Lab redesign that she did not believe was going to take place; therefore, that budget assumption may be deleted.

While answering questions from the Committee, a request was made for the amount budgeted and spent last year in reference to budget assumption #38 – NWEA Map Licensing.

While answering budget questions from Mr. Holdorf, he requested a detailed report for 2012-2013 conference/travel expenses as he noted that expenses were higher that year than the three previous years combined. He also requested a detailed advertising budget expense report which would include the total spent on billboards and television ads for the 2012-2013 fiscal year.

Mr. Bryan moved to forward the FY14 Preliminary Budget to the School Board with the directive that budget recommendations be adjusted to accommodate a teaching staffing allocation ratio of

25:1 at the elementary level and that the adjusted reallocations not increase total expenditures. Mrs. Taube passed the gavel and seconded the motion.

Roll call vote: Ayes: Mrs. Taube, Mr. Bryan, Mrs. Marcich, Mr. Kent, Mrs. Dawson, and Mr. Holdorf. Noes: Mr. Nuzzo, Mr. Aceto, and Mr. Coleman. Motion carried.

Future Agenda Items

There were no future agenda items noted.

Meeting adjourned at 8:32 P.M.

Stacy Schroeder Busby
School Board Secretary

**KENOSHA UNIFIED SCHOOL DISTRICT
FY14 PRELIMINARY BUDGET ASSUMPTIONS
AUDIT/BUDGET/FINANCE COMMITTEE MEETING 8/13/13**

BOE APPROVAL	REF NO.	TITLE	DEPT	DEPT LEAD	BUDGET REQUEST	DESCRIPTION	FTE ADDITIONS	FUNDING	ADMINISTRATION RECOMMENDATION	NOTES
	1	REVENUE CHANGES	DISTRICT	FINANCE	-\$3,669,788	PROPERTY TAXES		FUND 10	YES-DIST LOCAL	PRELIMINARY REVENUE LIMIT INCLUDES \$75 PP INC
	2	REVENUE CHANGES	DISTRICT	FINANCE	-\$7,000	OTHER LOCAL REVENUES		FUND 10	YES-DIST LOCAL	
	3	REVENUE CHANGES	DISTRICT	FINANCE	-\$70,000	STUDENT FEES		FUND 10	YES-DIST LOCAL	ELIMINATE SUMMER SCHOOL FEES
	4	REVENUE CHANGES	DISTRICT	FINANCE	-\$36,500	TRANSPORTATION AID		FUND 10	YES-DIST LOCAL	
	5	REVENUE CHANGES	DISTRICT	FINANCE	\$554,175	SPECIAL CATEGORICAL AID (FY14 \$75 PP REPLACES FY13 \$50 PP)		FUND 10	YES-DIST LOCAL	
	6	REVENUE CHANGES	DISTRICT	FINANCE	\$5,105,753	STATE EQUALIZATION AID		FUND 10	YES-DIST LOCAL	PRELIMINARY REVENUE LIMIT INCLUDES \$75 PP INC
	7	REVENUE CHANGES	DISTRICT	FINANCE	\$20,000	STATE TUITION PAYMENTS		FUND 10	YES-DIST LOCAL	
	8	REVENUE CHANGES	DISTRICT	FINANCE	-\$12,947	COMPUTER AID		FUND 10	YES-DIST LOCAL	
	9	REVENUE CHANGES	DISTRICT	FINANCE	\$166,500	MISC REVENUES		FUND 10	YES-DIST LOCAL	
	REVENUE CHANGES (DISTRICT LOCAL)				\$2,050,193					
	10	UNEMPLOYMENT BUDGET	DISTRICT	HR	-\$1,400,000	ADJUST BUDGET TO REFLECT CHANGES		FUND 10	YES-DIST LOCAL	REDUCE FROM \$1.7M
	11A	HEALTH INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	-\$5,850,000	SAVINGS RESULTING FROM PREMIUM CHANGES AND 12% EMPLOYEE CONTRIBUTIONS		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	11B	HEALTH INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	-\$325,000	SAVINGS RESULTING FROM PREMIUM CHANGES AND 12% EMPLOYEE CONTRIBUTIONS		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	11C	HEALTH INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	-\$325,000	SAVINGS RESULTING FROM PREMIUM CHANGES AND 12% EMPLOYEE CONTRIBUTIONS		ALL FUNDS	YES-GRANT	GRANT (5%)
	12A	DENTAL INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	-\$135,000	SAVINGS RESULTING FROM PREMIUM CHANGES		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	12B	DENTAL INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	-\$7,500	SAVINGS RESULTING FROM PREMIUM CHANGES		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	12C	DENTAL INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	-\$7,500	SAVINGS RESULTING FROM PREMIUM CHANGES		ALL FUNDS	YES-GRANT	GRANT (5%)
	13A	WRS SAVINGS-EMPLOYEE SHARE	HR/FINANCE	ED KUPKA/TINA SCHMITZ	-\$5,670,000	SAVINGS FROM ACT 10 RULE: ALL EMPLOYEES WILL PAY THEIR SHARE OF WRS		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	13B	WRS SAVINGS-EMPLOYEE SHARE	HR/FINANCE	ED KUPKA/TINA SCHMITZ	-\$315,000	SAVINGS FROM ACT 10 RULE: ALL EMPLOYEES WILL PAY THEIR SHARE OF WRS		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	13C	WRS SAVINGS-EMPLOYEE SHARE	HR/FINANCE	ED KUPKA/TINA SCHMITZ	-\$315,000	SAVINGS FROM ACT 10 RULE: ALL EMPLOYEES WILL PAY THEIR SHARE OF WRS		ALL FUNDS	YES-GRANT	GRANT (5%)
	65	SAVINGS DUE TO RETIREMENTS	HR/FINANCE	JUDY ROGERS/TARIK HAMDAN	-\$1,053,263	POTENTIAL SAVINGS RESULTING FROM REPLACING HIGHER COST RETIREES		ALL FUNDS	YES-DIST LOCAL	ESTIMATED TO BALANCE BUDGET
	EXPENSE REDUCTIONS (DISTRICT LOCAL)				-\$14,108,263					

**KENOSHA UNIFIED SCHOOL DISTRICT
FY14 PRELIMINARY BUDGET ASSUMPTIONS
AUDIT/BUDGET/FINANCE COMMITTEE MEETING 8/13/13**

BOE APPROVAL	REF NO.	TITLE	DEPT	DEPT LEAD	BUDGET REQUEST	DESCRIPTION	FTE ADDITIONS		FUNDING	ADMINISTRATION RECOMMENDATION	NOTES
YES 6/25/13	14	SPECIAL ED TEACHERS	SPED	SUE VALERI	\$1,172,816	2 EARLY CHILDHOOD, 7.5 ELEM, 6.5 HIGH SCHOOL-TEACH	16	Teacher	FUND 27 MOE	YES-DIST LOCAL	
YES 6/25/13	15	OCCUPATIONAL THERAPISTS	SPED	SUE VALERI	156328	2 FTE-TEACH	2	Occ. Therapists	FUND 27 MOE	YES-DIST LOCAL	
YES 6/25/13	16	COUNSELORS	STUDENT SUPPT	SUE VALERI	\$358,066	4.5 FTE-TEACH	4.5	Counselors	FUND 10	YES-DIST LOCAL	
YES 6/25/13	17	SOCIAL WORKERS	STUDENT SUPPT	SUE VALERI	\$195,410	2.5 FTE-TEACH	2.5	Social Workers	FUND 10	YES-DIST LOCAL	
YES 7/23/13	18	SPECIAL ED ESPs	SPED	SUE VALERI	\$231,000	5.0 FTE-ESP	5	ESP	FUND 27 MOE	YES-DIST LOCAL	
YES 6/25/13	19	COORDINATOR OF SPECIAL ED	SPED/STUDENT SUPPT	SUE VALERI	\$127,449	1.0 FTE-ADMIN	1	Admin	FUND 27 IDEA GRANT	YES-GRANT	
	20	RESEARCH ANALYST	ED ACCT	KRIS KECKLER	\$93,170	RESTORE AND FILL 1.0 RESEARCH ANALYST-ADMIN-TECH	1	Admin	FUND 10	YES-DIST LOCAL	
	21	OPERATIONS & APPLICATIONS SUPPT COORDINATOR	INFO SERVICES	KRIS KECKLER	\$113,000	RESTORE 1.0 FTE-ADMIN	1	Admin	FUND 10	YES-DIST LOCAL	
	22	TECHNOLOGY SUPPORT TECHNICIANS	INFO SERVICES	KRIS KECKLER	\$140,000	ADD 2.0 FTE-MISC	2	Misc-Tech	FUND 10	YES-DIST LOCAL	REMOVED 1.0 FTE
	23	INTERACTIVE COMMUNICATIONS SPECIALIST	COMMUNICATIONS	TANYA RUDER	\$15,086	UPGRADE & CONVERT TO 1.0 FTE-ADMIN-TECH			FUND 83 COMMUNITY	YES-COMMUNITY	
	24	HUMAN RESOURCES REORGANIZATION	HR	ED KUPKA	\$121,355	UPGRADE SECs to MISC, ADD/RESTORE 1.0 FTE-ADMIN	1	Admin	FUND 10	YES-DIST LOCAL	
YES 7/23/13	25	T&L REORG	T&L	DR. SUE	\$200,000	ADD 1.5 FTE-ADMIN (1.0 MATH COOR AND .5 CTE COOR, 1.0 FTE-SEC, 1.0 FTE-INSTR COACH	3.5	Admin, Sec, & Instr Coach	FUND 10	YES-DIST LOCAL	ONLY APPROVED 1.0 MATH COOR AND .5 CTE COOR ON 7/23/13 (\$200K)
YES 7/23/13	27A	EXPANSION OF EARLY EDUCATION	T&L	BELINDA GRANTHAM	\$582,013	\$1,259,366 TOTAL, \$782,013 STAFF, \$23,269 MATERIALS, \$7,000 TECH, \$447,084 TRANS	6.1	Teacher	FUND 10	YES-DIST LOCAL	CONTINGENT ON ENROLLMENT
YES 7/23/13	27B	EXPANSION OF EARLY EDUCATION	T&L	BELINDA GRANTHAM	\$476,366	\$1,259,366 TOTAL, \$782,013 STAFF, \$23,269 MATERIALS, \$7,000 TECH, \$447,084 TRANS			FUND 10	YES-DIST LOCAL	CONTINGENT ON ENROLLMENT
YES 6/25/13	28	HEAD START STAFFING	T&L	BELINDA GRANTHAM	\$249,645	1.0 PARENT SPEC-MISC, 1.0 INSTR COACH-TEACH, 1.0 ASST DIR-ADMIN	3	Misc, Instr Coach, & Admin	FUND 25 HS GRANT	YES-GRANT	
	29	SERVICE LEARNING FACILITATOR	T&L	JEN NAVARRO	\$37,072	POSITION FORMERLY FUNDED BY A GRANT , NO LONGER AN OPTION	1	Misc-Facilitator	FUND 10	YES-DIST LOCAL	
YES 6/25/13	30	ELEMENTARY TEACHER STAFFING	ELEM	KAREN DAVIS	\$3,325,000	REDUCE CLASS SIZES (25:1 RATIO) 35 FTE-TEACH (CHARTERS EXCLUDED)	35	Teacher	FUND 10	YES-DIST LOCAL	INCREASED BY 20 FTE TO ACHIEVE 25:1 RATIOS
YES 6/25/13	31	MIDDLE SCHOOL TEACHER STAFFING	MS	PRINCIPALS	\$1,115,300	11.74 FTE-TEACH (CHARTERS EXCLUDED)	11.74	Teacher	FUND 10	YES-DIST LOCAL	
YES 6/25/13	32	HIGH SCHOOL TEACHER STAFFING	HIGH	PRINCIPALS	\$3,705,000	39 FTE-TEACH (CHARTERS EXCLUDED)	39	Teacher	FUND 10	YES-DIST LOCAL	
YES 7/23/13	33	MIDDLE SCHOOL ESP STAFFING	MS	PRINCIPALS	\$237,500	5.0 FTE-ESP (CHARTERS EXCLUDED)	5	ESP	FUND 10	YES-DIST LOCAL	TELL ME MORE
YES 7/23/13	34	HIGH SCHOOL ESP STAFFING	HIGH	PRINCIPALS	\$207,100	4.36 FTE-ESP (CHARTERS EXCLUDED)	4.36	ESP	FUND 10	YES-DIST LOCAL	SECURITY
	36	COUNSELOR CALENDAR EXTENSION	DISTRICT	LEADERSHIP COUNCIL	\$185,369	EXTEND COUNSELORS WORK CALENDAR BY 2 WEEKS HIGH SCHOOL ONLY (COMPREHENSIVE ONLY)			FUND 10 (90%) FUND 27 (10%)	YES-DIST LOCAL	ADJS \$ TO REFLECT COMPREHENSIVE ONLY (HOLD ON PSTs UNTIL NEXT YEAR)
YES 6/25/13	37	SPECIALS (ART, MUSIC, PE)	DISTRICT	PRINCIPALS	\$570,000	2.0 FTE-TEACH FOR EACH AREA (ART, MUSIC, PE)	6	Teacher	FUND 10	YES-DIST LOCAL	EL ONLY (+3 NEED FOR 25:1)

**KENOSHA UNIFIED SCHOOL DISTRICT
FY14 PRELIMINARY BUDGET ASSUMPTIONS
AUDIT/BUDGET/FINANCE COMMITTEE MEETING 8/13/13**

BOE APPROVAL	REF NO.	TITLE	DEPT	DEPT LEAD	BUDGET REQUEST	DESCRIPTION	FTE ADDITIONS	FUNDING	ADMINISTRATION RECOMMENDATION	NOTES
YES 7/23/13	38	NWEA MAP LICENSING	T&L	DR. SUE	\$48,288	INCREASE BUDGET TO ACQUIRE MEASURE OF ACADEMIC PROGRESS TESTING LICENSES (GR 2-10)		FUND 10	YES-DIST LOCAL	UPDATED TO REFLECT NEW COST ESTIMATES
	39	SUMMER SCHOOL 2013	T&L	DR. SUE/DEB GIORNO	\$183,000	RESTORE SUMMER SCHOOL BUDGET		FUND 10	YES-DIST LOCAL	
YES 7/23/13	40	YOUTH OPTIONS PROGRAM	T&L	DAVE TUTTLE	\$75,000	INCREASE BUDGET TO ALIGN WITH INCREASE IN PARTICIPATION		FUND 10	YES-DIST LOCAL	
YES 6/25/13	41	BANDWIDTH UPGRADE	DISTRICT	FACILITIES/KRIS KECKLER	\$17,460	INCREASE FROM 250 MEG TO 1 GIG		FUND 10	YES-DIST LOCAL	ABOUT 50% COMES BACK THRU E-RATE
YES 6/25/13	42	CHANNEL 20 STREAMING	DISTRICT	PUBLIC INFO/ INFO SERVICES	\$12,000	\$1,000 PER MONTH		FUND 83 COMMUNITY	YES-COMMUNITY	STREAMING SERVER ALREADY PURCHASED
YES 6/25/13	43	ITED ON-LINE	ED ACCT	KRIS KECKLER	\$2,000	REPLACE PAPER ITED TEST WITH ON-LINE VERSION		FUND 10	YES-DIST LOCAL	
YES 6/25/13	44	ANTI-VIRUS RENEWAL	INFO SERVICES	KRIS KECKLER	\$33,000	EXPIRING CONTRACT 6/30/13		FUND 10	YES-DIST LOCAL	\$150,000 OVER 5 YEARS
YES 7/23/13	45	ALTERNATIVE TO SUSPENSION	SECONDARY SCHOOL SUPPORT	DAN TENUTA	\$70,000	CAAAD PROGRAM		FUND 10	YES-DIST LOCAL	PREVIOUSLY FUNDED FROM S3 GRANT (FY14 \$10K FROM S3 GRANT)
YES 7/23/13	46	ADD 1.0 FTE PLUMBER	FACILITIES	PAT FINNEMORE	\$90,000	HIRE 1 ADDITIONAL PLUMBER POSITION	1 Service	FUND 10	YES-DIST LOCAL	
YES 6/25/13	47	TRANSPORTATION-FIRST STUDENT	TRANSPORTATION	JEFF MARX	\$127,127	2.5% CONTRACT INCREASE		FUND 10/27	YES-DIST LOCAL	
YES 6/25/13	48	TRANSPORTATION-CITY TRANSIT	TRANSPORTATION	JEFF MARX	\$107,613	ESTIMATED INCREASE IN PRICE OF BUS PASSES		FUND 10	YES-DIST LOCAL	
YES 7/23/13	49	TRANSPORTATION - HS EARLY RELEASE	SECONDARY SCHOOL SUPPORT	DAN TENUTA	\$64,000	2:00 P.M. EARLY RELEASE FRIDAYS		FUND 10	YES-DIST LOCAL	
	50	PROPERTY INSURANCE INCREASE	HR	ED KUPKA	\$43,500	ESTIMATED INCREASE IN PROPERTY INSURANCE PREMIUMS		FUND 10	YES-DIST LOCAL	
	51	LIFE INSURANCE PLAN CHANGES	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$300,000	INCREASES RESULTING FROM ADDITIONAL ADMIN FEES DUE TO EXPANDED COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-DIST LOCAL	ADJUST FOR CHARTERS AND GRANTS
	52A	LONG TERM DISABILITY	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$153,000	INCREASES RESULTING FROM ADDITIONAL COSTS DUE TO EXPANDED COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	52B	LONG TERM DISABILITY	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$8,500	INCREASES RESULTING FROM ADDITIONAL COSTS DUE TO EXPANDED COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	52C	LONG TERM DISABILITY	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$8,500	INCREASES RESULTING FROM ADDITIONAL COSTS DUE TO EXPANDED COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-GRANT	GRANT (5%)

**KENOSHA UNIFIED SCHOOL DISTRICT
FY14 PRELIMINARY BUDGET ASSUMPTIONS
AUDIT/BUDGET/FINANCE COMMITTEE MEETING 8/13/13**

BOE APPROVAL	REF NO.	TITLE	DEPT	DEPT LEAD	BUDGET REQUEST	DESCRIPTION	FTE ADDITIONS	FUNDING	ADMINISTRATION RECOMMENDATION	NOTES
	53A	PART TIME HEALTH COVERAGE	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$525,730	POTENTIAL COST FOR ADDITIONAL PRO-RATED BENEFIT COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	53B	PART TIME HEALTH COVERAGE	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$39,750	POTENTIAL COST FOR ADDITIONAL PRO-RATED BENEFIT COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	53C	PART TIME HEALTH COVERAGE	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$39,750	POTENTIAL COST FOR ADDITIONAL PRO-RATED BENEFIT COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-GRANT	GRANT (5%)
	54A	PART TIME DENTAL COVERAGE	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$64,800	POTENTIAL COST FOR ADDITIONAL PRO-RATED BENEFIT COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	54B	PART TIME DENTAL COVERAGE	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$3,600	POTENTIAL COST FOR ADDITIONAL PRO-RATED BENEFIT COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	54C	PART TIME DENTAL COVERAGE	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$3,600	POTENTIAL COST FOR ADDITIONAL PRO-RATED BENEFIT COVERAGE THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-GRANT	GRANT (5%)
	55	ADDITIONAL CALENDAR DAYS	HR/BUSINESS SERVICES	ED KUPKA/SHERONDA GLASS	\$91,400	INCREASED PAID DAYS DUE TO NEW CALENDARS THRU THE EMPLOYEE HANDBOOK		ALL FUNDS	YES-DIST LOCAL	
	56A	OPEB BENEFIT INCREASE	FINANCE	TINA SCHMITZ	\$1,170,000	INCREASE THE BENEFIT EXPENSE ON ACTIVE EMPLOYEES FROM 3.5% OF SALARY TO 4.5% (NO COST TO EMPLOYEE, THIS IS AN EXPENSE TO ALL COST CENTERS)		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	56B	OPEB BENEFIT INCREASE	FINANCE	TINA SCHMITZ	\$65,000	INCREASE THE BENEFIT EXPENSE ON ACTIVE EMPLOYEES FROM 3.5% OF SALARY TO 4.5% (NO COST TO EMPLOYEE, THIS IS AN EXPENSE TO ALL COST CENTERS)		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	56C	OPEB BENEFIT INCREASE	FINANCE	TINA SCHMITZ	\$65,000	INCREASE THE BENEFIT EXPENSE ON ACTIVE EMPLOYEES FROM 3.5% OF SALARY TO 4.5% (NO COST TO EMPLOYEE, THIS IS AN EXPENSE TO ALL COST CENTERS)		ALL FUNDS	YES-GRANT	GRANT (5%)
YES 6/25/13	57	PSYCHOLOGIST INCREASE	STUDENT SUPPT	SUE VALERI	\$26,555	INCREASE A HALF TIME (.5 FTE) PSYCHOLOGIST TO FULL TIME (1.0 FTE)	0.5 Psych.	FUND 27	YES-DIST LOCAL	
	60	POSITIVE BEHAVIOR INTERVENTION SUPPT (PBIS)	T&L	SUE VALERI	\$95,000	1.0 FTE-TEACH (1 COACH) DISTRICT-WIDE	1 Teacher	FUND 10	YES-DIST LOCAL	
	61A	SALARY INCREASES	HR	ED KUPKA/SHERONDA GLASS	\$1,971,000	HOLD FOR POTENTIAL BARGAINED SALARY INCREASES		ALL FUNDS	YES-DIST LOCAL	LOCAL (90%)
	61B	SALARY INCREASES	HR	ED KUPKA/SHERONDA GLASS	\$109,500	HOLD FOR POTENTIAL BARGAINED SALARY INCREASES		ALL FUNDS	YES-CHARTER	CHARTER (5%)
	61C	SALARY INCREASES	HR	ED KUPKA/SHERONDA GLASS	\$109,500	HOLD FOR POTENTIAL BARGAINED SALARY INCREASES		ALL FUNDS	YES-GRANT	GRANT (5%)
YES 7/23/13	62	ASSITANT PRINCIPAL-BRADFORD	SECONDARY SCHOOL SUPPORT	DAN TENUTA	\$140,000	AP WITH FOCUS IN OFFICE OF STUDENT LIFE AND LEARNING	1 Admin	FUND 10	YES-DIST LOCAL	
	63	LIBRARY MEDIA TEACHER	ELEM	KAREN DAVIS	\$60,000	ADD .5 FTE LMT FOR HARVEY EL	0.5 Teacher	FUND 10	YES-DIST LOCAL	

**KENOSHA UNIFIED SCHOOL DISTRICT
FY14 PRELIMINARY BUDGET ASSUMPTIONS
AUDIT/BUDGET/FINANCE COMMITTEE MEETING 8/13/13**

BOE APPROVAL	REF NO.	TITLE	DEPT	DEPT LEAD	BUDGET REQUEST	DESCRIPTION	FTE ADDITIONS	FUNDING	ADMINISTRATION RECOMMENDATION	NOTES
YES 7/23/13	64	COMMUNITY & SCHOOL RELATIONS SUPPORT	COMMUNICATIONS	TANYA RUDER	\$20,000	UPGRADE & CONVERT TO 1.0 FTE- 10MNT MISC TO 12MNT SEC	Convert Misc to SEC	FUND 83 COMMUNITY	YES-COMMUNITY	
	66	MATHEMATICS CURRICULUM PILOT PROGRAMS	T&L	CHRIS PRATT	\$478,118	NEW MATH CURRICULUM THAT ALLIGNS WITH COMMON CORE		FUND 10	YES-DIST LOCAL	
EXPENSE ADDITIONS (DISTRICT LOCAL)					\$19,158,456	154.70 TOTAL FTE				
							126.84 Teacher FTE (114.84 teachers, 2 instructional coaches, 2 occup. therapists, 2.5 social workers, 4.5 counselors, .5 psychologist, .5 LMT - see lines 14, 15, 16, 17, 25, 27A, 28, 30, 31, 32, 37, 57,60,63)			
							14.36 ESP FTE (5 special ed, 5 middle school, 4.36 high school, see lines 18, 33, 34)			
							2.00 Secretary FTE (T & L secretary, Community & School Relations - see lines 25,64)			
							1.00 Service FTE (plumber - see line 46)			
							7.50 Admin FTE (1 SPED coord, 1 research analyst, 1 I.S. coord, 1 HR coord, 1 math coord, .5 CTE coord, 1			
							3.00 Misc FTE (2 I.S. techs, 1 Head Start, 1 T & L, -1 Community & School Relations - see lines 22, 28, 29, 64)			
							154.70 Total FTE			

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

August 13, 2013
Audit/Budget/Finance Committee

Renewal of Southeastern Wisconsin School Alliance Membership

For the past ten (10) 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 25 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

Administration recommends that the Audit/Budget/Finance Standing Committee forward the Renewal of the Southeastern Wisconsin School Alliance Membership to the full Board with the recommendation of approval of the attached resolution and membership in SWSA for the 2013-2014 fiscal year and of authorization of Board Officers and District Administration to execute any and all documents related to the renewal.

Sheronda Glass
Executive Director of Business Services

Dr. Michele Hancock
Superintendent of Schools

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, 2013 through June 30, 2014 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 2013-14)

_____ Not participating

_____ District

Hanover Research (Check One):

_____ \$3,000 fee for one scheduled research report from the period of March 1, 2014- February 28, 2015

_____ Not Applicable

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 DISTRICT OF
SOUTH MILWAUKEE


By _____

School Board President

Director of Business Services
Title

School Board Clerk

May 29, 2013
Date

Date

2013-14 PROPOSED ANNUAL BUDGET

SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE (SWSA)

May 29, 2013

EXPENSES:	PROPOSED BUDGET
Legislative Liaison	\$30,000
Executive Director	40,000
Dues/ Memberships	1,330
Hanover Research Project (Fee collected below)	30,000
Operational Expenses (Web development/host, travel, printing, telephone & supplies)	4,670
Personal Services (Advocacy training, economic study & general)	20,000
TOTAL EXPENSES	\$126,000

REVENUES:	PROPOSED BUDGET
Hanover Research Project Fee (based on 10 Districts)	\$30,000
Fees from Participating School Districts (based on 27 members)	81,000
TOTAL REVENUE	\$111,000

USE OF RESERVES: **\$15,000**

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

2012-13 Southeastern Wisconsin School Alliance Participant Listing:

District	SWSA Fee	Hanover Fee	SSLC
Brown Deer	\$ 3,000	\$ 3,000	
Cudahy	\$ 3,000		
Elmbrook	\$ 3,000	\$ 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	\$ 3,000	
Kettle Moraine	\$ 3,000	\$ 3,000	
Milwaukee Public Schools	in-kind		in-kind
Menomonee Falls	\$ 3,000	\$ 3,000	Yes
Mequon / Thiensville	\$ 3,000		Yes
Muskego-Norway	\$ 3,000	\$ 3,000	
Nicolet	\$ 3,000		Yes
Oak Creek / Franklin	\$ 3,000	\$ 3,000	Yes
Oconomowoc	\$ 3,000		
Pewaukee	\$ 3,000	\$ 3,000	
Port Washington-Saukville	\$ 3,000		
Saint Francis	\$ 3,000		Yes
Shorewood	\$ 3,000		Yes
South Milwaukee	\$ 3,000	\$ 3,000	Yes
Waukesha	\$ 3,000		
Westosha Central High	\$ 3,000		
West Allis / West Milwaukee	\$ 3,000	\$ 3,000	Yes
Whitefish Bay	\$ 3,000		Yes
Whitnall	\$ 3,000		Yes
Total	\$ 81,000	\$ 30,000	\$ -

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**KENOSHA UNIFIED SCHOOL DISTRICT
CASH AND INVESTMENT QUARTERLY REPORT
AS OF JUNE 30, 2013**

Financial Institution	Total Fiscal Year 2012 - 2013				Total Fiscal Year 2011 - 2012				Total Fiscal Year 2010 - 2011		
	Cash Balance	Interest Earned*	Rate		Cash Balance	Interest Earned*	Rate		Cash Balance	Interest Earned*	Rate
General (Funds 10, 20s, 50, & 80)											
Johnson Bank Checking	\$ 4,575,966	\$ -	0.00%		\$ 1,538,915	\$ -	0.00%		\$ 958,740	\$ -	0.05%
Johnson Bank Repurchase Account	4,000,000	1,331	0.02%		2,174,767	1,091	0.03%		4,377,063	6,025	0.05%
U.S. Bank Savings	10,297	4	0.01%		10,317	4	0.01%		10,351	5	0.04%
Petty Cash Accounts	6,090				6,090				6,265		
Local Government Investment Pool	43,525	10,365	0.08%		23,133,163	13,871	0.16%		19,288	36	0.11%
Wisconsin Investment Series Coop	53,498,734	28,171	(a)		15,071,279	13,843	(a)		38,320,707	15,586	0.20%
	\$ 62,134,612	\$ 39,871			\$ 41,934,530	\$ 28,808			\$ 43,692,414	\$ 21,651	
Debt Service (Fund 30s)											
Local Government Investment Pool	4,322,736	5,090	0.08%		4,519,971	3,417	0.16%		620,443	1,148	0.11%
Wisconsin Investment Series Coop	8,817	4,130	(c)		4,686	4,971	(a)		4,253,523	6,536	0.20%
	\$ 4,331,553	\$ 9,220			\$ 4,524,657	\$ 8,388			\$ 4,873,966	\$ 7,684	
Capital Projects (Fund 40s)											
Wisconsin Investment Series Coop	7,429	-	0.01%		6,859	34,415	0.05%		2,811,771	219,553	0.20%
	\$ 7,429	\$ -			\$ 6,859	\$ 34,415			\$ 2,811,771	\$ 219,553	
OPEB (Fund 73)											
Wisconsin Investment Series Coop (CDO)	570	-	0.13%		570	4,896	0.13%		<i>account opened 11/2011</i>		
Wisconsin Investment Series Coop	4,458,461	13,709	(b)		4,444,752	12,719	(b)		4,432,418	35,745	0.54%
	\$ 4,459,030	\$ 13,709			\$ 4,445,321	\$ 17,615			\$ 4,432,418	\$ 35,745	

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

(a) Rate varies by fund and investment term. Lowest return is .12% and highest return is .15%.

(b) Rate varies by fund and investment term. Lowest return is .13% and highest return is .46%.

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KUSD Purchased Services Analysis (Travel/Conferences in Fund 10)

Obj Desc Empl travel/conferences

Fund	Source	Mgmt Loc	Project	FY 2012 Sum of Budget	Values Sum of Expended	2013 Adopted Sum of Budget	2013 (as of 7/12/13) Sum of Budget	Sum of Expended
10	District	102-Brompton Academy	0-Local Funding	\$0	\$247			
	District	112-Dimensions of Learning Academy	0-Local Funding	\$5,000	\$2,453	\$5,000	\$2,000	\$2,796
	District	113-KTEC	0-Local Funding	\$0	\$70		\$0	\$801
	District	142-Columbus Elementary	0-Local Funding	\$0	\$335		\$0	\$0
	District	145-Forest Park Elementary	0-Local Funding	\$0	\$113			
	District	146-Frank Elementary	0-Local Funding	\$0	\$1,310			
	District	147-Grant Elementary	0-Local Funding	\$0	\$0			
	District	150-Harvey Elementary	0-Local Funding	\$1,482	\$1,318	\$1,482	\$1,482	\$1,015
	District	155-McKinley Elementary	0-Local Funding				\$244	\$244
	District	156-Pleasant Prairie Elementary	0-Local Funding	\$0	\$0			
	District	157-Prairie Lane Elementary	0-Local Funding	\$0	\$0		\$2,092	\$2,092
	District	158-Roosevelt Elementary	0-Local Funding	\$3,813	\$4,008	\$3,813	\$3,168	\$3,290
	District	160-Somers Elementary	0-Local Funding	\$400	\$335	\$400	\$1,025	\$1,025
	District	161-Southport Elementary	0-Local Funding	\$0	-\$3			
	District	162-Strange Elementary	0-Local Funding				\$1,155	\$1,155
	District	163-Grewenow Elementary	0-Local Funding	\$0	\$0		\$2,150	\$58
	District	165-Brass Community School	0-Local Funding	\$0	\$0		\$858	\$0
	District	166-Whittier Elementary	0-Local Funding	\$513	\$513	\$513	\$513	\$0
	District	167-Wilson Elementary	0-Local Funding				\$0	\$716
	District	168-Bose Elementary	0-Local Funding				\$0	-\$157
	District	169-Stocker Elementary	0-Local Funding	\$1,263	\$1,203	\$1,263	\$3,079	\$3,079
	District	170-Jeffery Elementary	0-Local Funding	\$667	\$667	\$667	\$200	\$200
	District	173-Edward Bain School of Creative Arts	0-Local Funding	\$2,500	\$185	\$1,500	\$1,500	\$1,549
	District	175-Edward Bain School of Dual Language	0-Local Funding			\$1,000	\$1,000	\$516
	District	201-Paideia Academy	0-Local Funding	\$0	\$0			
	District	272-4K Program	0-Local Funding	\$348	\$348	\$100	\$999	\$999
	District	330-Lance Middle School	0-Local Funding	\$587	\$587		\$331	\$331
	District	331-Lincoln Middle School	0-Local Funding	\$2,300	\$1,241	\$2,300	\$2,300	\$1,718
	District	332-McKinley Middle School	0-Local Funding	\$0	\$0			
	District	333-Washington Middle School	0-Local Funding	\$5,890	\$5,890	\$5,890	\$5,890	\$260
	District	334-Bullen Middle School	0-Local Funding	\$0	\$761		\$0	\$559
	District	337-Mahone Middle School	0-Local Funding	\$2,000	\$1,329	\$0	\$191	\$1,391
	District	421-Kenosha eSchool	0-Local Funding	\$0	\$2,305		\$850	\$519
	District	422-Harborside & Paideia Academy	0-Local Funding	\$2,500	\$2,782	\$2,500	\$18,000	\$12,486
	District	424-Indian Trail High School & Academy	0-Local Funding	\$1,000	\$524	\$1,000	\$4,588	\$4,952
	District	425-Bradford High School	0-Local Funding	\$2,840	\$2,840	\$2,840	\$10,472	\$5,040
	District	426-Tremper High School	0-Local Funding	\$3,579	\$3,579	\$3,579	\$1,293	\$1,293
	District	427-Reuther High School	0-Local Funding	\$0	\$0	\$1,402	\$960	\$959
	District	428-Lakeview Technology Academy	0-Local Funding	\$1,100	\$1,235	\$1,100	\$3,000	\$2,297
	District	801-Board Of Education	0-Local Funding	\$8,000	\$3,322	\$8,000	\$8,000	\$6,724
	District	802-Superintendent's Office	0-Local Funding	\$10,195	\$5,696	\$11,539	\$15,539	\$7,855
	District	803-Special Projects	705-Bridges/AIS	\$0	\$0			
	District	803-Special Projects	707-21st Century CLC	\$1,000	\$1,000		\$0	\$0
	District	804-Human Resources	0-Local Funding	\$8,189	-\$2,766	\$8,189	\$8,189	\$6,722
	District	805-Information Services	0-Local Funding	\$9,000	\$4,149	\$10,000	\$4,033	\$4,033
	District	806-Business Services	0-Local Funding	\$1,000	\$0	\$1,500	\$1,500	\$680
	District	807-Facilities Services	0-Local Funding	\$5,000	\$1,097	\$2,500	\$2,500	\$6,454
	District	808-Finance Department	0-Local Funding	\$4,000	\$2,351	\$4,000	\$7,000	\$4,115
	District	809-Career & Technical Ed	0-Local Funding	\$2,750	\$1,372	\$2,000	\$2,892	\$2,777
	District	810-Athletics/Health/Recreation	0-Local Funding	\$5,150	\$3,968	\$6,900	\$6,900	\$5,994
	District	811-Teaching and Learning	0-Local Funding	\$45,007	\$34,255	\$52,853	\$61,517	\$51,115
	District	812-Fine Arts	0-Local Funding	\$0	\$0		\$0	\$276

KUSD Purchased Services Analysis (Travel/Conferences in Fund 10)

Obj Desc Empl travel/conferences

Fund	Source	Mgmt Loc	Project	FY 2012 Sum of Budget	Values Sum of Expended	2013 Adopted Sum of Budget	2013 (as of 7/12/13) Sum of Budget	Sum of Expended
10	District	812-Fine Arts	999-Summer School				\$0	\$703
	District	817-Instructional Media Center	0-Local Funding	\$5,000	\$4,561	\$10,000	\$18,300	\$14,553
	District	818-Student Support/Guidance	0-Local Funding	\$1,000	\$7	\$1,000	\$9,830	\$2,587
	District	819-Organizational Training & Development	0-Local Funding	\$9,543	\$9,720	\$9,543	\$11,963	\$12,505
	District	822-Transportation	0-Local Funding	\$1,500	-\$23,464	\$1,500	\$1,500	\$0
	District	823-Distribution & Utilities	0-Local Funding	\$612	\$104	\$612	\$612	\$0
	District	838-Communications	0-Local Funding	\$0	\$0		\$0	\$0
	District	839-School Leadership Middle & High School	0-Local Funding	\$29,828	\$25,925	\$29,828	\$36,576	\$33,691
	District	840-Student Engagement & Equity	0-Local Funding	\$2,000	\$1,409	\$2,000	\$4,000	\$1,912
	District	841-School Leadership Elementary	0-Local Funding	\$31,168	\$25,617	\$31,168	\$18,094	\$16,152
	District	851-Educational Accountability	0-Local Funding	\$500	\$299	\$500	\$410	\$410
	District	852-Hillcrest School	0-Local Funding	\$5	\$0	\$5	\$0	\$0
	District Total			\$218,231	\$134,799	\$229,986	\$288,694	\$230,440
	Grant	113-KTEC	360-Charter Schools	\$0	\$558		\$0	\$345
	Grant	142-Columbus Elementary	141-Title 1	\$0	\$0			
	Grant	142-Columbus Elementary	331-P-5 Grant	\$0	\$0			
	Grant	145-Forest Park Elementary	141-Title 1	\$3,176	\$3,176	\$8,500	\$2,052	\$2,074
	Grant	146-Frank Elementary	141-Title 1	\$4,850	\$4,455	\$9,000	\$7,584	\$7,510
	Grant	147-Grant Elementary	141-Title 1	\$3,786	\$2,442	\$29,003	\$4,786	\$4,736
	Grant	147-Grant Elementary	331-P-5 Grant	\$0	\$0		\$0	\$0
	Grant	150-Harvey Elementary	141-Title 1			\$19,398	\$9,898	\$9,543
	Grant	153-Jefferson Elementary	141-Title 1	\$2,000	\$2,459	\$10,500	\$20,797	\$5,538
	Grant	153-Jefferson Elementary	331-P-5 Grant	\$0	\$0		\$0	\$0
	Grant	155-McKinley Elementary	141-Title 1	\$940	\$35	\$15,386	\$10,386	\$11,063
	Grant	158-Roosevelt Elementary	141-Title 1	\$12,700	\$6,947	\$17,319	\$35,236	\$25,572
	Grant	158-Roosevelt Elementary	816-ARRA-Title I-A	\$0	-\$143			
	Grant	161-Southport Elementary	141-Title 1	\$0	\$0	\$13,000	\$13,000	\$4,077
	Grant	161-Southport Elementary	331-P-5 Grant	\$0	\$0			
	Grant	162-Strange Elementary	141-Title 1	\$3,000	\$1,941		\$0	\$91
	Grant	162-Strange Elementary	331-P-5 Grant	\$0	\$0			
	Grant	163-Grewenow Elementary	141-Title 1	\$400	\$335		\$3,200	\$3,203
	Grant	163-Grewenow Elementary	331-P-5 Grant	\$0	\$0			
	Grant	164-Vernon Elementary	141-Title 1	\$4,420	\$4,388	\$23,691	\$27,201	\$22,186
	Grant	165-Brass Community School	141-Title 1	\$400	\$335		\$600	\$525
	Grant	167-Wilson Elementary	141-Title 1	\$3,701	\$3,723	\$8,600	\$8,600	\$5,913
	Grant	168-Bose Elementary	141-Title 1	\$1,600	\$1,417	\$7,000	\$7,000	\$3,816
	Grant	169-Stocker Elementary	331-P-5 Grant	\$0	\$0			
	Grant	173-Edward Bain School of Creative Arts	141-Title 1	\$786	\$126	\$5,000	\$0	\$0
	Grant	175-Edward Bain School of Dual Language	141-Title 1			\$5,000	\$16,032	\$8,786
	Grant	178-Nash Elementary	750-Donations	\$120	\$0		\$120	\$0
	Grant	201-Paideia Academy	141-Title 1	\$523	\$0			
	Grant	331-Lincoln Middle School	141-Title 1	\$9,000	\$4,677	\$12,000	\$12,000	\$3,278
	Grant	332-McKinley Middle School	141-Title 1	\$6,000	\$3,967		\$0	\$0
	Grant	333-Washington Middle School	141-Title 1	\$800	\$670	\$5,000	\$7,350	\$4,520
	Grant	334-Bullen Middle School	141-Title 1	\$10,000	\$3,070	\$19,000	\$14,000	\$12,599
	Grant	422-Harborside & Paideia Academy	360-Charter Schools	\$10,000	\$10,236		\$0	\$0
	Grant	422-Harborside & Paideia Academy	592-Safe&Supportive	\$500	\$118			
	Grant	424-Indian Trail High School & Academy	141-Title 1	\$10,600	\$3,728	\$3,541	\$11,366	\$7,855
	Grant	424-Indian Trail High School & Academy	592-Safe&Supportive	\$0	\$1,570		\$0	\$3,686
	Grant	425-Bradford High School	141-Title 1	\$18,252	\$18,617	\$28,080	\$21,730	\$21,536
	Grant	425-Bradford High School	592-Safe&Supportive	\$0	\$13,546	\$39,000	\$36,470	\$7,968
	Grant	426-Tremper High School	592-Safe&Supportive	\$11,900	\$18,209	\$40,470	\$17,320	\$14,056

37%

KUSD Purchased Services Analysis (Travel/Conferences in Fund 10)

Obj Desc Empl travel/conferences

Fund	Source	Mgmt Loc	Project	FY 2012	Values	2013 Adopted	2013 (as of 7/12/13)	
				Sum of Budget	Sum of Expended	Sum of Budget	Sum of Budget	Sum of Expended
10	Grant	427-Reuther High School	141-Title 1	\$4,091	\$4,272	\$3,030	\$3,255	\$3,240
	Grant	427-Reuther High School	592-Safe&Supportive	\$4,150	\$6,550		\$20,805	\$19,444
	Grant	428-Lakeview Technology Academy	751-New School Grant				\$7,000	\$2,400
	Grant	802-Superintendent's Office	751-New School Grant			\$10,000	\$9,923	\$3,953
	Grant	803-Special Projects	623-C.L.C	\$4,600	\$12,087		\$0	\$144
	Grant	809-Career & Technical Ed	430-Carl Perkins	\$21,000	\$17,661	\$18,600	\$18,600	\$26,468
	Grant	809-Career & Technical Ed	614-Youth Apprentice	\$500	\$292		\$0	\$172
	Grant	810-Athletics/Health/Recreation	215-Phy Ed Pgrm(PEP)	\$0	\$0			
	Grant	811-Teaching and Learning	391-Title 3	\$5,000	\$3,976		\$10,600	\$1,163
	Grant	815-Dept of Special Ed	335-Homeless	\$492	\$125		\$400	\$368
	Grant	815-Dept of Special Ed	345-C.E.I.S. (IDEA)	\$3,000	\$2,932	\$49,000	\$49,000	\$45,837
	Grant	816-Title I	140-Neglected/Delinq	\$0	\$0		\$2,500	\$0
	Grant	816-Title I	141-Title 1	\$4,933	\$6,015	\$26,400	\$33,200	\$12,329
	Grant	816-Title I	145-Title I Supleme	\$0	\$0	\$80,940	\$27,544	\$24,234
	Grant	816-Title I	816-ARRA-Title I-A	\$0	\$0			
	Grant	816-Title I	817-ARRA-TitleIA Sup	\$0	\$5,103			
	Grant	817-Instructional Media Center	821-ARRA-Title IID	\$0	\$508			
	Grant	819-Organizational Training & Development	604-Eisenhower Grant			\$298,670	\$41,267	\$26,010
	Grant	837-Community & Parent Relations	395-AODA Mini Grant	\$170	\$0		\$0	\$100
	Grant	837-Community & Parent Relations	751-New School Grant			\$235	\$721	\$721
	Grant	839-School Leadership Middle & High School	592-Safe&Supportive	\$21,059	\$9,011		\$45,000	\$30,992
	Grant	840-Student Engagement & Equity	640-AIMS Grant	\$414	\$419	\$7,411	\$7,411	\$4,986
	Grant	840-Student Engagement & Equity	750-Donations	\$522	\$0			
	Grant	840-Student Engagement & Equity	751-New School Grant	\$309	\$309			
	Grant	851-Educational Accountability	751-New School Grant	\$250	\$0			
	Grant	852-Hillcrest School	141-Title 1	\$2,200	\$1,935	\$5,500	\$319	\$319
	Grant Total			\$192,143	\$181,797	\$818,274	\$564,273	\$393,355
Grand Total				\$410,373	\$316,596	\$1,048,260	\$852,967	\$623,796

63%
100%

Fund	Source	Project	Mgmt Loc	Object	Obj Desc	FY	Values	2013 Adopted Sum of Budget	2013 (as of 7/12/13) Sum of Budget	Sum of Expended	
						2012 Sum of Budget	Sum of Expended				
10	District	0-Local Funding	102-Brompton Academy	2351	Advertising	\$0	\$0				
	District	0-Local Funding	112-Dimensions of Learning Academy	2351	Advertising	\$800	\$0	\$800	\$800	\$0	
	District	0-Local Funding	272-4K Program	2351	Advertising	\$699	\$699	\$699	\$583	\$583	
	District	0-Local Funding	330-Lance Middle School	2351	Advertising	\$0	\$0				
	District	0-Local Funding	421-Kenosha eSchool	2351	Advertising	\$8,000	\$1,056	\$8,000	\$1,000	\$533	
	District	0-Local Funding	422-Harborside & Paideia Academy	2351	Advertising	\$3,500	\$353	\$3,500	\$500	\$0	
	District	0-Local Funding	424-Indian Trail High School & Academy	2351	Advertising	\$400	\$0	\$400	\$400	\$0	
	District	0-Local Funding	427-Reuther High School	2351	Advertising	\$0	\$0				
	District	0-Local Funding	428-Lakeview Technology Academy	2351	Advertising	\$50	\$50	\$50	\$250	\$250	
	District	0-Local Funding	801-Board Of Education	2351	Advertising	\$7,000	\$7,259	\$7,000	\$7,000	\$5,307	
	District	0-Local Funding	802-Superintendent's Office	2351	Advertising	\$0	\$0		\$14,855	\$14,855	
	District	0-Local Funding	804-Human Resources	2351	Advertising	\$35,000	\$3,631	\$35,000	\$35,000	\$3,090	
	District	0-Local Funding	805-Information Services	2351	Advertising				\$4,094	\$2,774	
	District	0-Local Funding	807-Facilities Services	2351	Advertising	\$300	\$170	\$300	\$300	\$661	
	District	0-Local Funding	808-Finance Department	2351	Advertising	\$0	\$736		\$0	\$0	
	District	0-Local Funding	838-Communications	2351	Advertising	\$0	\$0		\$0	\$0	
	District Total					\$55,749	\$13,954	\$55,749	\$64,782	\$28,053	59%
	Grant	396-Youth	837-Community & Parent Relations	2351	Advertising	\$0	\$0				
	Grant	640-AIMS Grant	840-Student Engagement & Equity	2351	Advertising				\$0	\$10,850	
	Grant	751-New School Grant	837-Community & Parent Relations	2351	Advertising	\$3,500	\$3,500	\$5,200	\$7,790	\$8,353	
	Grant Total					\$3,500	\$3,500	\$5,200	\$7,790	\$19,203	41%
Grand Total						\$59,249	\$17,454	\$60,949	\$72,572	\$47,256	100%

Fund	Source	Project	Mgmt Loc	Object	Obj Desc	FY 2012 Sum of Budget	Values Sum of Expended	2013 Adopted Sum of Budget	2013 (as of 7/12/13) Sum of Budget	Sum of Expended
10	District	0-Local Funding	422-Harborside & Paideia Academy	2317	Independent Contractor				\$8,617	\$1,180
	District	0-Local Funding	425-Bradford High School	2317	Independent Contractor	\$4,423	\$4,423	\$4,423	\$11,569	\$23,790
	District	0-Local Funding	801-Board Of Education	2317	Independent Contractor				\$0	\$17,500
	District	0-Local Funding	802-Superintendent's Office	2317	Independent Contractor				\$15,575	\$7,178
	District	0-Local Funding	804-Human Resources	2317	Independent Contractor				\$5,000	\$5,000
	District	0-Local Funding	805-Information Services	2317	Independent Contractor				\$0	\$33,325
	District	0-Local Funding	808-Finance Department	2317	Independent Contractor	\$0	\$0		\$0	\$700
	District	0-Local Funding	810-Athletics/Health/Recreation	2317	Independent Contractor				\$0	\$0
	District	0-Local Funding	811-Teaching and Learning	2317	Independent Contractor			\$10,000	\$15,175	\$14,075
	District	0-Local Funding	818-Student Support/Guidance	2317	Independent Contractor				\$17,000	\$15,790
	District	0-Local Funding	819-Organizational Training & Development	2317	Independent Contractor				\$0	\$200
	District	0-Local Funding	839-School Leadership Middle & High School	2317	Independent Contractor				\$4,715	\$115
	District	0-Local Funding	841-School Leadership Elementary	2317	Independent Contractor				\$26,013	\$21,595
	District	718-HS Seminar Support	424-Indian Trail High School & Academy	2317	Independent Contractor				\$0	\$1,200
	District Total					\$4,423	\$4,423	\$14,423	\$103,663	\$141,647
	Grant	141-Title 1	145-Forest Park Elementary	2317	Independent Contractor	\$5,000	\$5,000	\$24,000	\$24,000	\$24,000
	Grant	141-Title 1	146-Frank Elementary	2317	Independent Contractor			\$39,950	\$34,000	\$34,000
	Grant	141-Title 1	150-Harvey Elementary	2317	Independent Contractor				\$1,492	\$0
	Grant	141-Title 1	153-Jefferson Elementary	2317	Independent Contractor			\$17,500	\$17,500	\$18,450
	Grant	141-Title 1	155-McKinley Elementary	2317	Independent Contractor			\$58,100	\$78,091	\$76,418
	Grant	141-Title 1	158-Roosevelt Elementary	2317	Independent Contractor			\$10,000	\$2,000	\$750
	Grant	141-Title 1	167-Wilson Elementary	2317	Independent Contractor			\$39,400	\$37,575	\$30,000
	Grant	141-Title 1	168-Bose Elementary	2317	Independent Contractor			\$16,700	\$16,700	\$20,600
	Grant	141-Title 1	173-Edward Bain School of Creative Arts	2317	Independent Contractor				\$57,400	\$55,764
	Grant	141-Title 1	422-Harborside & Paideia Academy	2317	Independent Contractor			\$41,000	\$41,000	\$41,000
	Grant	141-Title 1	427-Reuther High School	2317	Independent Contractor	\$800	\$800		\$0	\$0
	Grant	141-Title 1	816-Title I	2317	Independent Contractor	\$46,864	\$40,057	\$138,278	\$138,278	\$108,526
	Grant	145-Title I Suppleme	816-Title I	2317	Independent Contractor				\$18,950	\$18,950
	Grant	345-C.E.I.S. (IDEA)	815-Dept of Special Ed	2317	Independent Contractor	\$2,000	\$0	\$2,000	\$2,000	\$0
	Grant	391-Title 3	811-Teaching and Learning	2317	Independent Contractor	\$1,850	\$1,850		\$3,150	\$10,526
	Grant	395-AODA Mini Grant	837-Community & Parent Relations	2317	Independent Contractor			\$600	\$600	\$2,722
	Grant	430-Carl Perkins	809-Career & Technical Ed	2317	Independent Contractor				\$844	\$844
	Grant	592-Safe&Supportive	427-Reuther High School	2317	Independent Contractor	\$13,500	\$13,499		\$13,000	\$12,778
	Grant	592-Safe&Supportive	839-School Leadership Middle & High School	2317	Independent Contractor				\$27,800	\$24,624
	Grant	604-Eisenhower Grant	819-Organizational Training & Development	2317	Independent Contractor			\$55,000	\$77,426	\$71,601
	Grant	623-C.L.C	803-Special Projects	2317	Independent Contractor				\$41,907	\$40,504
	Grant	751-New School Grant	837-Community & Parent Relations	2317	Independent Contractor			\$23,000	\$12,276	\$12,436
	Grant Total					\$70,014	\$61,206	\$465,528	\$645,989	\$604,494
Grand Total						\$74,437	\$65,629	\$479,951	\$749,652	\$746,141

19%

81%

100%

KUSD Check Register Summary of Vendor Payments (Greater Than \$5,000 Total)

Sum of Net		Fiscal Yr	
Vendor Name	Vendor ID	2011-12	2012-13
A AND R DOOR SERVICE INCORPORA	V00027	\$7,033.37	
A.R.T STUDIO CLAY CO INCORPORA	T01727		\$5,043.08
ABBOTT ELECTRONIC SECURITY LLC	T00985	\$27,370.00	\$15,750.00
ABC SCHOOL SUPPLY INCORPORATED	V00537	\$35,424.76	
ABRAHAM'S ON-SITE SHREDDING SE	T02972	\$5,027.70	
AC INC	T11749		\$5,233.50
ACADEMIC SUPERSTORE	V00034		\$22,444.99
ACCELIFY LLC	T05022	\$24,000.00	
ACCURATE PRINTING CO	T00374	\$8,394.05	\$5,271.00
ACCUTEMP MECHANICAL INC	T08316	\$23,000.00	
ACT	T00727	\$19,514.50	\$22,450.25
ACTION ATHLETIC EQUIPMENT INC	T12029		\$5,520.00
ADAMS OUTDOOR ADVERTISING	T12181		\$10,850.00
ADAPTIVE INFORMATION SYSTEMS	T01965	\$20,138.00	
ADVANCED DISPOSAL	T07453		\$92,070.37
ADVANCED WIRELESS INC	T09945	\$198,153.85	\$26,686.90
AEQUITAS SOLUTIONS INC	T09897		\$114,975.00
AERO WOOD FLOORS INC	T02904		\$10,531.33
AIRGAS NORTH CENTRAL	T03347	\$8,124.43	\$10,078.29
AJ WHOLESALE PRODUCE	T02533	\$237,096.22	\$449,874.27
AKT INC	T07167	\$6,483.85	
ALCOHOL AND OTHER DRUG COUNCIL	V00049		\$10,235.09
ALEKS CORP	T11686		\$39,900.00
ALGIERS ACOUSTICS	V00051	\$25,525.00	\$7,095.00
ALINEA LLC	T11657		\$9,500.00
ALL AMERICAN SPORTS CORPORATIO	V01265	\$47,482.90	\$58,582.12
ALLIANCE TRANSPORTATION SYSTEM	T09953	\$5,790.00	
ALMOST HOME ACADEMY	T08909	\$8,470.00	\$6,404.00
ALPHA BAKING COMPANY INCORPORA	V00053	\$44,712.68	\$24,510.43
ALSCO	T03924		\$5,965.52
ALUMINUM ATHLETIC EQUIPMENT CO	T09155	\$9,354.00	
AMAZONCOM BOOKS	V00055	\$17,235.28	\$16,719.02
AMERICAN BOTTLING COMPANY	V01190	\$103,346.91	\$97,118.40
AMERICAN CENTURY INVESTMENTS	V00058	\$56,185.77	\$34,709.69
AMERICAN FOUNDRY & FURNACE COM	V00063	\$9,506.76	
AMERICAN INSURANCE MARKETING S	T01066	\$38,826.00	\$38,826.00
AMERICAN MANAGEMENT ASSOC INTE	T11624	\$12,135.00	
AMERIPRISE FINANCIAL SERVICES	V00061	\$148,432.25	
ANGEL LITHOGRAPHING CO INC	T11373	\$5,477.50	
ANNUITY SERVICE GROUP	V00286	\$42,975.35	\$51,214.54
ANTHRO CORPORATION	T11608		\$34,641.05
APPLE COMPUTER	V01229	\$1,983,706.05	\$2,114,875.70

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Sum of Net		Fiscal Yr	
Vendor Name	Vendor ID	2011-12	2012-13
APPLE HOLLER	V00125		\$5,600.00
APPLETON AREA SCHOOL DISTRICT	T03391	\$51,980.00	
ARAMARK UNIFORM SERVICES	T00310		\$14,680.10
ARLINGTON WIRE & METAL PRODUCT	T02912		\$7,914.83
ASCD	V01198		\$16,855.18
ASONWHA, FLOYD	T11155	\$7,059.39	\$9,155.00
ATOMIC LEARNING INC	T05400	\$53,500.00	\$56,175.00
AUL SPECIAL PAY TRUST	V00857	\$972,844.18	\$1,009,308.34
B & H PHOTO VIDEO	V00143	\$5,215.22	\$14,696.95
BADGER FIX LLC	T11962		\$5,320.00
BADGER THERMAL UNLIMITED LLC	T07363		\$31,346.72
BAKER AND TAYLOR INC	V00017	\$6,138.95	
BALESTRIERI ENVIRONMENTAL AND	V00147	\$19,120.00	
BANE NELSON INCORPORATED	V00149	\$243,020.59	
BANK OF NEW YORK, THE	T07716	\$6,000.00	
BAPTIST TABERNACLE, THE	V00150	\$50,000.00	
BARCA, KATHLEEN M	T11136	\$22,000.00	\$6,000.00
BARNES AND NOBLE INCORPORATED	V00018	\$43,148.44	\$26,692.53
BECKER BOILER CO INC	T11863		\$8,021.08
BEDFORD FREEMAN & WORTH PUBLIS	T01258		\$9,953.74
BENCHMARK EDUCATION COMPANY	T02093		\$5,120.50
BERGLUND CONSTRUCTION CO	T08620	\$470,013.57	
BLICK ART MATERIALS	V00180	\$6,750.22	
BOELTER COMPANIES	V00184	\$20,266.49	
BOUND TO STAY BOUND BOOKS INCO	V00190	\$41,406.87	\$23,522.92
BOYS AND GIRLS CLUB OF KENOSHA	V00192	\$459,278.95	\$464,473.78
BRADFORD HIGH SCHOOL	V00069		\$9,430.00
BRADY VARITRONICS	T03349	\$7,046.57	
BRANDES LAKE LEADERSHIP BUILDE	T12194		\$11,000.00
BRAY ASSOCIATES ARCHITECTS INC	V00197	\$25,303.00	
BRISTOL SCHOOL DISTRICT NO. 1	T02853		\$15,911.63
BROCK ENTERPRISES	T04390	\$7,012.86	
BRUNSWICK CORPORATION	T10748	\$14,124.56	
BSN/PASSONS GSC/CONLIN SPORTS	T00256	\$8,058.87	\$8,904.39
BUBRICK'S COMPLETE OFFICE	T09812	\$31,700.30	
BUELOW VETTER BUIKEMA OLSON &	T10030	\$48,366.68	\$60,898.51
BULLEN MIDDLE SCHOOL	V01535	\$5,521.00	\$6,709.90
BURGHARDT SPORTING GOODS	T10756	\$12,247.99	
BURRES, JANICE	T12158		\$5,606.73
BURTON AND MAYER INC	T11373		\$11,786.00
BUSINESS EDUCATION PUBLISHING	V00205		\$5,263.10
BUSY BEE'S CHILDCARE CENTER	T11798		\$6,610.00

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Vendor Name	Vendor ID	2011-12	2012-13
CALVERT SCHOOL	T11730		\$45,931.50
CAMCOR INC	T11688		\$27,342.89
CAMERA CORNER	T05682	\$36,018.99	\$71,122.30
CAMOSY INC	T03114	\$3,057,911.00	\$21,334.25
CANDELA LLC	T00961	\$7,191.00	
CAPSTONE PRESS	T01094	\$15,761.50	\$18,672.09
CAROLINA BIOLOGICAL SUPPLY COM	V00269	\$10,177.87	\$23,591.59
CARTHAGE COLLEGE	V00021	\$62,746.22	\$46,118.15
CASLON PUBLISHING	T10651	\$9,015.48	
CATALYST RESEARCH AND DEVELOPM	T10689	\$73,600.86	\$130,078.00
CATCH 22 CREATIVE INC	T11925		\$40,104.50
CDW	V00298	\$1,327,748.06	\$488,966.68
CENGAGE LEARNING	V01373		\$44,546.70
CENTERPOINT ENERGY SERVICES IN	V01691	\$291,517.50	\$277,609.97
CESA #1	V01119	\$15,106.78	\$150,831.66
CESA #2	T01478		\$29,600.00
CHAPTER 13 TRUSTEE	V00773	\$124,139.00	\$124,677.00
CHILDPUS SOFTWARE	T04500		\$6,359.68
CICCHINI ASPHALT LLC	V00390	\$262,291.00	\$13,126.00
CINTAS FIRE PROTECTION	V00139	\$27,305.05	\$22,301.84
CITY OF KENOSHA	V01250	\$1,125,201.95	\$1,553,722.35
CLARK DIETZ INC	T07142	\$10,085.00	\$19,960.00
CLASSROOM DIRECT	T11358		\$7,844.26
CLEANCO	V00439	\$10,762.56	\$11,193.12
CLOUD, JONATHAN	T11267	\$5,410.73	
COCA COLA ENTERPRISES	T00371	\$61,988.68	\$70,696.12
COLLEGE BOARD, THE	T00086	\$84,926.00	\$103,541.00
COMMON CORE INSTITUTE	T12195		\$6,250.00
COMMUNITY INSURANCE CORPORATIO	V01212	\$424,833.00	\$475,776.00
COMPASSLEARNING INC	T08683	\$5,600.00	\$252,280.40
COMPUTER POWER SOLUTIONS	T01011	\$5,200.00	
CONNER ATHLETIC PRODUCTS INC	T10526		\$8,488.44
CONNIE'S DAY CARE	T09650	\$5,000.00	
CORNERSTONE ACADEMY	T09649	\$10,374.00	\$6,698.00
CORPORATE IMAGES INC	T11518	\$10,150.00	\$40,695.00
COSTUME WORLD INC	T11282	\$9,111.36	
COVENANT HARBOR BIBLE CAMP & R	T03348	\$6,904.20	\$8,691.89
CREATIVE ADVERTISING LLC	T09712		\$16,462.27
CRISIS PREVENTION INSTITUTE IN	T01427	\$8,362.80	\$23,663.00
CUMBERLAND THERAPY SERVICES LL	T11805		\$46,762.50
CURRICULUM MANAGEMENT SYSTEMS	T12193		\$10,761.77
CUSTOM SPRINKLER SYSTEMS	T10256	\$26,345.00	

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Vendor Name	Vendor ID	2011-12	2012-13
D W DAVIES & CO INCORPORATED	V00548	\$15,498.23	\$9,812.87
DALEY, STARLYNN	1098078		\$6,890.40
DAVIDSON TITLES INCORPORATED	V00545	\$38,371.78	\$32,442.56
DEAN FOODS	T02918	\$550,921.76	
DECA WISCONSIN CHAPTER	T11270		\$10,090.00
DELL INC	T02280	\$24,919.38	
DELTA EDUCATION INC	V01137	\$7,701.56	\$8,024.82
DELTA EDUCATION INCORPORATED	V01137	\$8,246.56	
DELTA MANAGEMENT ASSOCIATES IN	T06675	\$13,479.73	\$14,103.47
DEMCO	V00556		\$9,915.34
DERANGOS OF KENOSHA INCORPORAT	V00568	\$21,696.27	\$22,951.24
DESCON INC	T11660		\$5,222.50
DICKOW CYZAK TILE CO	V00580	\$52,933.00	\$16,749.00
DIRTY DUCTS CLEANING AND ENVIR	T05481		\$24,350.00
DISPLAYS2GO	T01453	\$5,470.17	
DISTRIBUTED WEBSITE CORPORATIO	T06739		\$5,899.00
DIVERSIFIED BENEFIT SERVICES I	V00598	\$143,871.84	\$21,538.36
DIVERSIFIED COLLECTION SERVICE	V01259		\$7,220.99
DK ELECTROSTATIC PAINTING LLC	T08374	\$9,525.00	\$6,250.00
DOUGLAS STEWART COMPANY	V00604		\$42,513.25
DUBA, ED	T07128	\$10,800.00	
DWD DEPT OF WORKFORCE DEVELOPM	T03806	\$8,780.00	\$9,601.00
DWD UI	V01255	\$931,672.45	\$925,156.69
EARTH NETWORKS INC	T11807		\$7,190.00
EASTBAY	T02203		\$8,099.12
EBSCO SUBSCRIPTIONS	V00023	\$17,924.25	
ECI	T02784	\$22,344.50	
ECKHART KENOSHA REFRIGERATION	T02189	\$50,817.48	\$39,207.54
ECMC	T11324		\$5,527.98
EDS ARCHITECTURAL OPENINGS	T00944	\$5,170.00	
EDUCATION ELEMENTS, INC	T12011		\$20,250.00
EDUCATION FOUNDATION OF KENOSH	V01138		\$13,460.91
EDUCATION LOGISTICS INC	V00620	\$11,906.00	\$12,180.00
EDUCATORS FOR SOCIAL RESPONSIB	T10392	\$40,535.29	\$6,898.50
ELAN FINANCIAL SERVICES	V00630	\$501,657.95	
ELECTRONIX EXPRESS	T04610		\$5,071.65
EMPATHIA INC	T10538	\$36,000.00	\$36,000.00
ENDEAVOR RENTALS LLC	T10938	\$9,989.00	
ENTERPRISE FLEET MANAGEMENT IN	T10194	\$98,923.27	\$155,962.63
ENVIRONMENTAL MANAGEMENT CONSU	T11176	\$5,000.00	\$5,000.00
EQUITABLE LIFE ASSURANCE	V00643	\$11,562.81	\$11,668.36
EVANS NEWTON INC	T11710		\$538,174.61

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EVERY CHILD'S PLACE	T08910	\$7,764.00	\$9,786.00
EVERYDAY LEARNING CORPORATION	V01317	\$10,138.94	\$8,632.59
EXPEDITIONARY LEARNING OUTWARD	T00902	\$202,550.00	\$315,700.00
EXPRESS ELEVATOR LLC	T00988	\$27,071.00	\$28,348.00
EXTRACTOR COPORATION	T11676		\$7,842.00
FABCO RENTS	T04726	\$12,075.00	
FAMILIES AND SCHOOLS TOGETHER	T08864		\$12,472.00
FEBCO INC	T01995	\$7,685.00	
FILM SOLUTIONS INC	T05986	\$16,959.51	\$18,431.04
FIRST STUDENT	V01058	\$5,839,924.05	\$5,721,123.17
FIRST TECHNOLOGIES	T04360		\$20,462.00
FIRST UNITED METHODIST CHURCH	X00525		\$9,926.00
FISHER SCIENCE EDUCATION	V00654	\$5,685.93	\$16,381.95
FJA CHRISTIANSEN ROOFING CO IN	T10939	\$262,913.00	
FLINN SCIENTIFIC INCORPORATED	V00658	\$11,320.16	\$29,031.69
FLIPPEN GROUP LLC, THE	T11499	\$26,238.00	\$81,225.33
FLOORTECH	V01243	\$36,215.00	\$9,404.00
FLUKE NETWORKS	T00115		\$53,191.89
FOLLETT EDUCATIONAL SERVICES	T00351	\$40,520.74	\$96,662.95
FOLLETT LIBRARY RESOURCES	V01363	\$269,099.03	\$195,144.78
FOLLETT SOFTWARE COMPANY	T09014	\$52,922.18	\$48,924.95
FORM PLASTICS	T08808	\$37,646.50	\$127,890.46
FRANCINES FINE CATERING	T02900	\$8,233.75	\$18,878.75
FRANK ARMSTRONG ENTERPRISES IN	T09223		\$6,522.00
FRANKLIN TEMPLETON INVESTOR SE	V00662	\$127,183.67	\$153,419.99
FREY SCIENTIFIC	V00664	\$14,191.03	\$5,479.38
FRONTLINE TECHNOLOGIES INC	T11187	\$46,171.19	
G2 PRINTING SOLUTIONS INCORPOR	V01016	\$5,490.19	
GATEWAY TECHNICAL COLLEGE	V01142	\$301,855.57	\$408,292.68
GERARD CHIMNEY CO	T10467	\$66,438.00	
GLASS SHOPPE OF KENOSHA INCORP	V00681	\$13,633.69	\$17,680.03
GLOBAL KNOWLEDGE	V00682	\$5,715.25	
GOLDEN GUERNSEY DAIRY LLC	T11659		\$235,015.62
GOODSON COMPANY	T02881	\$8,788.00	
GOPHER SPORT	V00748	\$10,081.80	\$15,371.21
GORDON FOOD SERVICE INC	T10963	\$30,057.37	\$90,536.48
GRAINGER INCORPORATED	V00755	\$13,036.50	\$5,439.18
GRAYBAR ELECTRIC CO INC	T01178	\$10,926.29	
GREAT LAKES ELECTRIC	V00761	\$76,328.83	\$36,588.96
GREAT LAKES HIGHER EDUCATION C	T10783		\$6,931.28
GREAT LAKES PROPERTY PARTNERSH	V01702	\$27,772.00	\$40,872.00
GREEN MEADOWS FARM	V00766	\$9,846.00	

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Vendor Name	Vendor ID	2011-12	2012-13
GRIZZLY INDUSTRIAL	T03949	\$13,710.75	
GROWING GREEN CHILD DEVELOPMEN	T11195	\$6,536.00	\$9,264.00
GRUENKE COMPANY INC	T01444	\$6,145.38	
GUITAR CENTER INC	T11675		\$21,551.00
HARBORSIDE ACADEMY	V01662	\$12,437.57	\$28,161.00
HARCOURT OUTLINES INCORPORATED	V01313	\$5,723.87	\$5,333.80
HARDY DIESEL EQUIPMENT INC	T11685		\$9,112.52
HAZELDEN WAREHOUSE	T02348	\$37,930.54	
HDI RAILING SYSTEMS	T09165	\$65,409.00	
HEARTLAND BUSINESS SYSTEMS	T08488	\$874,912.28	\$1,302,005.31
HEARTLAND PAYMENT SYSTEMS INC	V00529		\$35,656.85
HEINEMANN	V01256		\$45,740.14
HEWLETT PACKARD	V01125		\$18,684.30
HIGHER GROUND ROOFING INC	T12178		\$51,750.00
HIGHWAY C SERVICE	V00852		\$68,606.95
HOLM, KAREN LOUISE	2002950	\$5,352.10	
HOLT RINEHART WINSTON	T00756	\$55,239.11	
HOLT, ALICE	T01407	\$23,299.77	\$18,870.00
HOUCHEN BINDERY LTD	V00925	\$6,645.40	\$5,986.60
HOUGHTON MIFFLIN	T00263	\$13,822.86	\$94,936.20
HUMAN KINETICS	T02616		\$11,083.49
HUNDT CABLING SERVICES INCORPO	V00932	\$21,633.10	\$47,367.00
ILLINOIS MATHEMATICS SCIENCE A	T10687		\$29,145.90
ILLINOIS STATE DISBURSEMENT UN	V00948		\$6,049.33
ILLINOIS STUDENT ASSISTANCE CO	V01676	\$18,755.35	\$20,672.28
IMAGINE U PROMOTIONS	T09085	\$5,810.60	
IMPACT INTERACTIVE	T12055		\$11,417.00
INDIAN TRAIL ACADEMY	V01536		\$6,990.00
INDUSTRIAL TOWEL AND UNIFORM I	V00966	\$112,470.64	\$130,867.29
INK TECHNOLOGIES LLC	T11035	\$6,485.00	\$10,505.97
INSITE CONSULTING SERVICES LLC	V00971	\$91,850.00	\$331,755.00
INTERLINE BRANDS INC	T10292	\$15,024.91	
INTERSTATE ELECTRIC SUPPLY	V00978		\$69,549.67
IPARADIGMS LLC	T09549		\$8,428.50
IWM CORPORATION	T01228	\$14,500.00	\$12,961.69
IXL LEARNING	T03856	\$6,000.00	\$12,249.00
JACOB, STEPHEN	T00652		\$23,439.00
JAPAN MACHINERY CORPORATION	T11317	\$9,121.00	\$11,241.00
JIMMY 'Z MASONRY CORP	T10854	\$40,129.00	
JMB & ASSOCIATES	T01043	\$7,466.00	
JOHNSON BANK	T02673	\$12,017.00	
JOHNSON CONTROLS INCORPORATED	V00995	\$289,141.67	\$28,685.63

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Vendor Name	Vendor ID	2011-12	2012-13
JOHNSTONE SUPPLY	T01326	\$41,743.73	
JONES TRAVEL & TOUR	V01130	\$25,205.00	\$21,530.00
JOSTENS INCORPORATED	V01131	\$11,714.94	\$20,602.62
JUST KID INN CHILDCARE	T09651	\$10,418.00	\$10,058.00
JW PEPPER	V01001	\$10,764.11	\$8,643.98
KAIN ENERGY CORP	T07148	\$225,029.75	\$63,166.75
KC DISTANCE LEARNING INC	T09546	\$20,775.27	\$16,999.00
KEMPS DAIRY LLC	T11866		\$286,204.94
KENNETT ASSOCIATES	T10602	\$13,654.00	
KENOSHA ASSOCIATES	V01027	\$6,999.96	
KENOSHA CITY/COUNTY JOINT SERV	V01028	\$6,825.00	\$14,075.00
KENOSHA COUNTY	V01273	\$835,245.44	\$870,121.67
KENOSHA COUNTY DEPARTMENT OF H	T03672	\$36,172.11	
KENOSHA EDUCATION ASSOCIATION	V01135	\$1,696,799.80	\$1,570,770.99
KENOSHA HOME JUICE COMPANY	V01127	\$56,588.50	\$32,153.17
KENOSHA KIDS GREAT SCHOOLS FUN	T03396	\$24,782.87	\$24,320.13
KENOSHA NEWS	V01031	\$16,690.08	\$18,264.97
KENOSHA PUBLIC MUSEUM	V01136	\$5,000.00	\$12,893.00
KENOSHA PUBLIC MUSEUMS FOUNDAT	V01692	\$30,000.00	\$30,000.00
KENOSHA SCHOOL ADMINISTRATORS	V01033	\$9,140.00	\$6,840.00
KENOSHA SIMMONS BASEBALL ORGAN	T08985	\$23,385.30	
KENOSHA WATER UTILITY	V01037	\$360,606.17	\$361,978.56
KENOSHA YMCA	V01038	\$39,992.78	\$29,200.00
KEYSTONE CLICK LLC	T11900		\$6,580.00
KIDDIE KARE A'KADEMIE	T11196	\$8,580.00	\$6,470.00
KID'S CASTLE	T08912	\$6,720.00	\$9,286.00
KOHN LAW FIRM	V01045	\$10,728.41	\$30,555.48
KRANZ INCORPORATED	V01050	\$298,398.06	\$335,635.48
KTEC	V01661	\$6,313.43	
KTOWN TRANSPORTATION INC	T10537		\$5,570.00
L & M MEATS	V01052		\$6,108.54
LABOR PAPER	V01057	\$5,153.39	
LAKESHORE LEARNING MATERIALS	V01059	\$7,075.67	\$14,177.64
LAKEVIEW NEUROREHAB CENTER MID	T11804		\$5,370.84
LAMERS BUS LINES INCORPORATED	T00506	\$6,415.00	
LAPETITE ACADEMY	T09652	\$10,440.00	\$10,352.00
LEARN360	T09526		\$19,550.00
LEARNING A-Z	T07697	\$5,694.05	
LEE PLUMBING	V00726	\$19,197.75	\$60,704.90
LEGO EDUCATION	T04267	\$8,853.09	\$40,397.33
LEITCH PRINTING CORPORATION	V00728	\$21,908.46	\$24,888.22
LEITINGS PROPERTY MANAGEMENT	T08934		\$5,687.70

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Vendor Name	Vendor ID	2011-12	2012-13
LEMBERG ELECTRIC CO INC	T10458	\$59,248.00	
LEMON STREET GALLERY & ARTSPAC	V01617	\$12,780.00	\$5,100.00
LETECH INC	T07425		\$5,488.71
LIBRARY SQUARE SCHOOL	T09653	\$6,786.00	\$6,742.00
LIDS TEAM SPORTS	T03386	\$17,816.22	
LIFETIME DISC SPORTS LLC	T11369	\$5,177.63	
LIFETOUCH PUBLISHING INCORPORA	V00737	\$7,308.00	
LIGHTSPEED SYSTEMS INC	T03223	\$6,000.00	
LINCOLN CONTRACTORS SUPPLY	V00741		\$14,165.36
LINDNER & MARSACK S.C.	T06550	\$21,054.85	
LINGUI SYSTEMS INCORPORATED	V00749	\$5,835.21	
LOCAL GOVERNMENT PROPERTY INSU	V01197	\$198,892.00	\$242,500.00
LOGICAL CHOICE TECHNOLOGIES IN	T11669		\$140,726.00
LORENZ EXCAVATING	V00770	\$5,436.00	
LOV N CARE III	T08913	\$9,926.00	\$9,470.00
M AND S SPORTS MARKETING INC	T12028		\$8,904.00
MACS DESIGN STUDIO	T11616		\$8,100.00
MAESTRO OF MUSIC	T09761	\$25,744.25	\$34,620.51
MAGNETO POWER LLC	T10678	\$5,526.90	
MAILWAUKEE MAILING AND SHIPPIN	V00784	\$6,476.83	\$5,933.88
MANPOWER	T11835		\$7,149.38
MARIMBA ONE INC	T11824		\$11,499.00
MARTIN BUSINESS GROUP	T06496	\$379,396.38	\$400,589.45
MASONRY RESTORATION INC	T02483	\$211,863.00	
MASTERGRAPHICS	T10072		\$9,585.00
MASTERYCONNECT INC	T11800		\$12,958.00
MATTIOLI, LOUISE	T07489	\$5,757.83	
MAURER ELECTRIC COMPANY	T00980		\$28,934.30
MCGRAW-HILL COMPANIES	T00104	\$131,765.17	\$162,853.25
MCHENRY, KRIS	T11931		\$5,500.00
MECHANICAL ASSOC OF WI INC	T05581	\$16,418.00	
MEDCO SUPPLY COMPANY	V00829		\$12,617.72
MENARDS	V00833	\$28,206.70	\$35,485.97
METLIFE INVESTORS	V00838	\$142,978.62	\$166,771.63
MICHAELS SIGNS INCORPORATED	V00846	\$31,315.00	\$9,800.00
MIDDLETON, NANCY	T11728		\$38,325.00
MIDWEST ELECTRICAL TESTING AND	T11679		\$6,842.00
MIDWEST FIBER NETWORKS	T09188	\$65,647.50	\$65,647.50
MIELKE AUDIO LLC	T09312		\$6,839.90
MILLER ELECTRIC COMPANY INCORP	V00861	\$23,441.33	\$14,256.99
MILLIMAN CONSULTANTS AND ACTUA	T06355		\$13,338.50
MILWAUKEE COUNTY ZOO	V00867		\$18,994.75

KUSD Check Register Summary of Vendor Payments (Greater Than \$5,000 Total)

Sum of Net		Fiscal Yr	
Vendor Name	Vendor ID	2011-12	2012-13
MILWAUKEE SCHOOL OF ENGINEERIN	T01650		\$21,424.00
MINNESOTA MEMORY	V00872	\$6,158.65	\$24,971.81
MINNESOTA MUTUAL	V00873	\$170,500.00	\$159,600.00
MINNESOTA MUTUAL LIFE INSURANC	V00874	\$678,717.16	\$619,780.34
MJ CARE INCORPORATED	V00877	\$79,013.21	\$62,992.38
MJM MARKETING INC	T01247	\$7,140.00	
MODERN WOODMEN OF AMERICA	V00880	\$228,047.31	\$215,378.03
MORTON SALT INC.	T01231	\$10,102.81	\$37,457.19
MSC INDUSTRIAL SUPPLY CO	V00984	\$5,342.75	\$13,808.35
MUSEUM OF SCIENCE	T10833		\$6,257.82
MY LEARNING PLAN INC	T11124	\$31,050.00	\$21,990.00
NASCO	V00901	\$30,991.86	\$32,633.77
NATIONAL EDUCATION MUSIC COMPA	V00913		\$13,915.00
NATIONAL INSURANCE COMPANY OF	V00918	\$187,476.16	\$169,203.65
NATIONAL PRINCIPAL LEADERSHIP	T10780	\$11,850.00	\$10,050.00
NATIONAL SCHOOL TOWEL SERVICE	V01020	\$96,736.20	
NEFF COMPANY	V01066	\$10,938.40	\$17,341.04
NETOP TECH INC	T04894		\$9,797.20
NETSUPPORT INC	T11034	\$5,619.00	
NEWBRIDGE EDUCATIONAL PUBLISHI	T08473	\$6,056.75	
NOAH'S ARK CHILDCARE	T09654	\$11,616.00	
NORTHERN OZAUKEE SCHOOL DISTRI	T05686	\$15,401.35	
NWEA	T07792	\$101,293.75	\$109,600.00
NYBERGS TROPHIES AND AWARDS	T00089		\$5,443.60
OASYS LLC	T11506	\$15,000.00	\$27,525.00
OCONOMOWOC AREA SCHOOL DISTRIC	T11629		\$6,764.00
OLSON TRANSPORTATION INCORPORA	V00933	\$7,877.00	\$7,735.00
ON 3 PROMOTIONAL PARTNERS	T07401		\$25,491.96
OTHER WORLD COMPUTING	T03762	\$10,907.76	
PACETTI'S MUSIC UNLIMITED	V00959	\$20,376.31	
PACIFIC EDUCATIONAL GROUP	T08924	\$24,520.88	
PAIDEIA ACADEMY	V01529	\$5,259.60	
PALMEN BUICK GMC CADILLAC	V01195	\$17,143.08	
PAN O GOLD BAKING CO	V01657	\$20,370.58	\$49,432.11
PAR PAK INC	T02983	\$45,684.10	\$33,631.30
PARIS CONSOLIDATED SCHOOL DIST	T07049	\$6,867.00	\$6,335.00
PAXTON/PATTERSON	T00339	\$236,359.02	\$12,744.08
PBBS EQUIPMENT CORPORATION	T00358	\$14,398.17	\$25,888.91
PEAK SYSTEMS GROUP INC	T09644	\$15,371.09	\$18,850.00
PEARSON ASSESSMENT INC.	T00144	\$15,706.77	\$47,650.45
PEARSON EDUCATION	V01364	\$13,048.81	\$8,228.70
PEARSON LEARNING GROUP	T01710		\$55,528.11

KUSD Check Register Summary of Vendor Payments (Greater Than \$5,000 Total)

Sum of Net		Fiscal Yr	
Vendor Name	Vendor ID	2011-12	2012-13
PEDEN, LEE ANN	T11532		\$7,164.00
PETKUS, JURGA	V01684	\$6,650.00	
PHI DELTA KAPPA INTERNATIONAL	T01168		\$59,326.93
PHONAK	T06037	\$9,583.51	\$7,118.07
PIANOFORTE CHICAGO INC	T10424	\$161,670.00	
PIGGLY WIGGLY	V00392	\$14,050.31	\$24,444.77
PLASCO INC	T09975	\$17,323.93	\$6,447.54
PLATO LEARNING INCORPORATED	V00399	\$9,702.08	
PLEASANT PRAIRIE RENAISSANCE S	V00401	\$10,418.00	\$6,720.00
PLEASANT PRAIRIE UTILITIES	V00402	\$46,014.24	\$42,768.95
PMA FINANCIAL NETWORK INC	V00405	\$8,000.00	
PNC EQUIPMENT FINANCE	T06491	\$51,477.48	\$5,253.69
PODDAR, KAVITA	T11736		\$8,038.39
POS SYSTEMS GROUP INC	T11665		\$8,673.00
PREMIER AGENDAS	V00415	\$9,607.87	\$15,804.77
PRINT CENTER LLC	T11492	\$5,755.25	
PROFESSIONAL SERVICES GROUP IN	V00424	\$9,535.00	\$6,350.00
PROJECT LEAD THE WAY	T02980	\$15,623.86	\$5,309.64
PROMETHEAN INC	T07449		\$159,822.00
PROVIDASTAFF LLC	T12013		\$14,235.00
PUBLIC CONSULTING GROUP INC	T02979	\$46,833.81	
PUKALL	T05492	\$38,866.90	\$9,885.00
QUARLES & BRADY LLP	V00444	\$15,911.50	
QUINCY UNIVERSITY	T09386	\$8,930.00	
R3 ENVIRONMENTAL MANAGEMENT IN	T11199	\$5,000.00	
RAINBOW TOTS LEARNING ACADEMY	T11799		\$8,044.00
RANGEL, SAMMY	T10713	\$7,500.00	
RASCH CONSTRUCTION AND ENGINEE	V00451	\$65,533.50	\$16,027.00
RB RESOLUTIONS PROPERTIES LLC	T11720		\$6,416.63
REALLY GOOD STUFF INCORPORATED	V01183	\$6,112.77	
RENAISSANCE LEARNING INCORPORA	V00465	\$35,157.75	\$38,525.93
RESEARCH FOR BETTER TEACHING	T10671	\$83,334.88	\$62,445.20
RESTORE MASONRY LLC	T08342	\$69,945.62	
RHINO ENTERPRISES INC	T10534	\$15,798.00	
RICOH AMERICAS CORPORATION	V00718	\$66,811.41	\$31,082.00
RIFTON EQUIPMENT	T01069	\$8,079.00	
RIO GRANDE	V00470		\$12,705.96
RIPPLE EFFECTS	T05523	\$11,927.16	
RIVISTAS SUBSCRIPTION SERVICES	T11631		\$9,450.04
ROCKY ROCOCO CORPORATION	T09474	\$256,584.39	\$133,745.05
ROGANS SHOES INCORPORATED	V00477	\$10,393.11	\$9,581.82
ROSETTA STONE LTD	T09361	\$218,510.00	\$180,381.30

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Vendor Name	Vendor ID	2011-12	2012-13
ROYAL NATIONWIDE INCORPORATED	V01170	\$28,173.00	\$26,414.62
SAFARI BOOKS ONLINE LLC	T10294	\$5,850.00	\$6,802.82
SAINT JAMES CONGREGATION	V00489	\$67,000.00	
SALEM SCHOOL DISTRICT	T12348		\$6,335.00
SALEM-SILVER LAKE SCHOOL DISTR	T11670		\$42,377.00
SAMS CLUB	V01178	\$5,346.32	\$5,434.92
SANCHEZ-LOPEZ, CRISTINA	T10255		\$7,376.00
SARGENT WELCH CENCO	V00520	\$19,343.36	\$28,178.18
SAXON PUBLISHERS INCORPORATED	V00525		\$10,777.48
SCHELDE NORTH AMERICA	T02583	\$16,390.50	
SCHENCK BUSINESS SOLUTIONS	T01115	\$29,768.00	\$35,000.00
SCHMITT MUSIC INCORPORATED	T01422	\$5,398.00	
SCHOLASTIC ART	T01703		\$9,573.49
SCHOLASTIC EDUCATIONAL PUBLISH	T05071	\$30,914.55	\$50,438.63
SCHOLASTIC INCORPORATED	V01225	\$6,591.81	\$5,413.97
SCHOLASTIC LIBRARY PUBLISHING	T00269	\$13,729.65	
SCHOLASTIC MAGAZINES INCORPORA	V01224	\$11,793.74	\$6,656.90
SCHOLASTIC TEACHING RESOURCES	T00120	\$8,132.02	
SCHOOL DATEBOOKS	T00062		\$11,464.77
SCHOOL DISTRICT OF GRANTSBURG	T08484	\$6,867.00	\$6,335.00
SCHOOL DISTRICT OF WAUKESHA	T04550	\$783,503.55	\$21,895.15
SCHOOL DISTRICT OF WEST ALLIS-	T11460	\$6,566.70	
SCHOOL HEALTH CORPORATION	V00528	\$13,354.68	\$31,251.55
SCHOOL LINK TECHNOLOGIES	V00529	\$57,231.46	
SCHOOL OUTFITTERS	T00261		\$6,531.00
SCHOOL SPECIALTY INCORPORATED	V00537	\$137,160.27	\$188,469.38
SCHOOLDUDE.COM	T12016		\$13,215.98
SCHOOLMESSENGER	T06548	\$27,368.10	
SCIENCE KIT AND BOREAL LABORAT	T02498	\$10,151.25	\$10,153.22
SCOPE SHOPPE	V00557	\$5,634.00	
SECURITY BENEFIT LIFE INSURANC	V00564	\$85,454.96	\$94,705.29
SENYX LLC	T11449	\$9,553.80	\$31,983.28
SERVICE EMPLOYEES UNION LOCAL	V00566	\$69,015.21	\$28,060.75
SHEFFIELD POTTERY INC	T11142	\$9,505.75	
SHERRY'S CUSTOM T'S LLC	T03917	\$5,145.50	\$7,748.00
SHW ENTERPRISES LLC	T11468	\$24,283.75	
SIEMENS INDUSTRY INC	V00586	\$12,987.75	\$19,385.89
SIMULATION CURRICULUM CORP	T11125	\$5,154.84	
SOLIAANT HEALTH INC	T04737	\$107,556.53	\$131,393.58
SOLUTION TREE	V01217	\$11,141.95	\$30,913.75
SOS TECHNOLOGIES	T03741	\$7,314.16	
SOUTHEAST CONFERENCE	T05940	\$8,558.00	\$11,990.43

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Sum of Net		Fiscal Yr	
Vendor Name	Vendor ID	2011-12	2012-13
SOUTHPORT RIGGING	T11146	\$17,261.40	
SPAGHETTI FACTORY LTD, THE	V01551	\$177,666.58	\$163,999.92
SPIRAL BINDING COMPANY	V00351	\$12,742.35	
SSO EASY	T11441	\$5,200.00	
ST ELIZABETH CONGREGATION	V01667	\$249,285.23	
STAFF DEVELOPMENT FOR EDUCATOR	V00689		\$20,729.00
STAPLES ADVANTAGE	V00508	\$642,568.01	\$577,059.82
STATZ RESTORATION AND ENGINEER	T11336	\$25,809.60	\$97,560.84
STEFAN'S SOCCER SUPPLY	T07750		\$6,197.83
STORCOM INC	T05067	\$25,281.00	\$17,879.40
STUDY ISLAND	T08307		\$5,111.00
SUCCESS BY DESIGN INCORPORATED	V00710	\$16,905.06	\$21,618.61
SUITE IMAGERY LLC	T11895		\$24,325.00
SUNBURST MEDIA	T09526	\$21,450.00	
SUNGARD PUBLIC SECTOR PENTAMAT	V00166	\$76,845.20	\$81,807.48
SUPER SPORTS FOOTWEAR ETC LIMI	V00177	\$6,180.25	\$7,244.00
SYLVAN LEARNING	T11181	\$41,500.00	\$52,250.00
SYNCSORT INC	T08703	\$14,379.75	\$15,231.33
SYNERCOMM INC	T12170		\$33,800.00
SYSCO FOOD SERVICE OF EASTERN	V00188	\$2,721,316.38	\$2,102,671.62
TDS HOSTED & MANAGED SERVICES	T12151		\$37,428.76
TDS TELECOM	T07681	\$214,453.80	\$190,684.45
TEACHING STRATEGIES INCORPORAT	V00211	\$129,998.28	\$17,745.65
TEAM SPORTING GOODS INCORPORAT	V00212	\$101,255.15	\$99,538.20
TELL ME MORE	T11504	\$125,000.00	\$125,000.00
TEST PREP SEMINARS LLC	T10079	\$9,360.00	
TEXAS GUARANTEED STUDENT LOAN	T11744		\$6,555.15
THOMPSON TECHNOLOGIES INC	T11703		\$35,312.00
THRIVENT FINANCIAL	V00046	\$133,514.39	\$143,187.49
TIERNEY BROTHERS INC	T09929	\$23,147.54	
TIME WARNER CABLE	VO1644	\$46,750.26	\$51,000.63
TOP CHOICE RENTALS	T00511	\$8,342.93	
TORCHMATE INC	T11626		\$17,928.73
TREMPER HIGH SCHOOL	V00099		\$11,862.88
TRIANGLE APPLIANCE VIDEO AND C	V00306	\$6,219.09	\$8,978.25
TRINITY ALL NATIONS OUTREACH M	T11913		\$8,750.00
TROPICAL CHILL	T12177		\$5,100.00
TRUGREEN LP	T11503		\$5,632.00
TUMBLEWEED PRESS INC	T06564		\$7,402.20
UDVARI-SOLNER, ALICE	T10714	\$8,681.00	
UNION GROVE UNION HIGH SCHOOL	T10886	\$6,867.00	
UNITED HOSPITAL SYSTEM INCORPO	V01168	\$23,714.27	\$16,521.57

KUSD Check Register Summary of Vendor Payments (Greater Than \$5,000 Total)

Sum of Net		Fiscal Yr	
Vendor Name	Vendor ID	2011-12	2012-13
UNITED RENTALS	T11476	\$5,545.93	
UNITED STATES POSTAL SERVICE	V01167	\$64,437.05	\$54,259.06
UNITED STATES POSTMASTER	V00410	\$65,434.00	\$74,568.25
UNITED STATES TREASURY	T00717	\$23,628.92	\$16,594.12
UNITED WAY OF KENOSHA COUNTY	V00317	\$29,644.20	\$26,172.75
UNIVERSITY OF WISCONSIN EXTENS	V01151	\$11,000.00	\$11,013.00
UNIVERSITY OF WISCONSIN PARKSI	V01155	\$52,871.46	\$77,877.13
US CELLULAR	V01149	\$79,376.24	\$71,713.98
US DEPARTMENT OF EDUCATION	V00309	\$14,178.48	\$16,210.65
US GAMES	T00410	\$7,634.45	\$8,297.18
US LAMP	T00744	\$18,170.30	
UTTECH, LORI	T11735		\$17,500.00
UW OF MADISON	T07282		\$5,093.77
V MARCHESI INC	T05315	\$178,893.21	\$209,246.67
VAN'S ROOFING INC	T02848	\$237,094.36	\$15,633.22
VELOCITY INVESTMENTS LLC	T10837	\$6,101.40	
VEOLIA ENVIRONMENTAL SERVICES	T07453	\$151,576.41	\$69,876.49
VERNIER SOFTWARE	T04098		\$7,298.47
VEX ROBOTICS INC	T11316	\$25,531.79	\$56,377.99
VIKING ELECTRIC SUPPLY	T06927	\$5,231.68	\$60,318.42
VILLAGE OF PLEASANT PRAIRIE	V01306	\$92,336.66	\$62,004.37
VOLOGY INC	T09856		\$5,319.24
VON BRIESEN & ROPER SC	V01113	\$69,979.13	\$45,278.71
WALMART	T00582		\$6,203.84
WARDS NATURAL SCIENCE ESTABLIS	V01116		\$15,774.08
WAY OUT WEST PRODUCTIONS	T03553	\$5,000.00	
WE ENERGIES	V01098	\$3,424,630.07	\$3,128,825.56
WEA INSURANCE	V00270	\$49,782,388.25	\$50,690,117.15
WEBSCO PACKAGING INC	V01658	\$37,470.11	
WELDCRAFT INCORPORATED	V00274	\$19,882.62	\$16,065.59
WENGER CORPORATION	V00277		\$12,843.00
WESTERN TRANSPORTATION, LLC	T11271	\$8,775.00	\$7,125.00
WI COUNCIL 40	V10452	\$55,255.50	\$47,721.00
WI SCTF	V01123	\$270,137.84	\$268,017.11
WILINSKI ASSOCIATES INC	T00610	\$22,100.00	\$19,050.00
WIL-KIL PEST CONTROL COMPANY	V01124	\$13,100.00	\$16,903.50
WILMOT UNION HIGH SCHOOL	T01989	\$6,867.00	\$7,035.00
WISCONSIN ASSOC OF SCHOOL BOAR	V00252	\$25,447.00	
WISCONSIN CAREER INFORMATION S	V01090	\$13,230.00	\$15,790.00
WISCONSIN CENTER FOR THE BLIND	T01857	\$43,196.31	\$49,782.67
WISCONSIN DEPARTMENT OF COMMER	V01096	\$6,450.00	
WISCONSIN DEPARTMENT OF JUSTIC	V01156	\$13,860.00	\$13,594.00

KUSD Check Register Summary of Vendor Payments (Greater Than \$5,000 Total)

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Vendor Name	Vendor ID	2011-12	2012-13
WISCONSIN DEPARTMENT OF REVENUE	V01097	\$8,251.18	
WISCONSIN ESCHOOL NETWORK INC	T03391	\$10,400.00	\$133,468.75
WISCONSIN INNOVATIVE SCHOOLS N	T11475	\$25,000.00	\$61,800.00
WISCONSIN LIBRARY SERVICES INC	V01107	\$12,419.00	\$82,383.00
WISCONSIN SCHOOL MUSIC ASSOCIA	V01109	\$14,598.50	\$13,616.60
WISCONSIN STARZ ACADEMY	T11197	\$9,242.00	
WISCONSIN VIRTUAL ACADEMY	T10887	\$20,601.00	\$39,174.62
WOODWRIGHTS INC	T05598	\$31,981.00	
WORLD BOOK SCHOOL AND LIBRARY	T02699	\$14,359.50	\$14,678.79
WRIGHT GROUP, THE	V01374	\$13,347.52	\$16,053.62
WYNN O JONES ASSOCIATES INC	T03084	\$11,582.00	
XEROX CAPITAL SERVICES LLC	V01101	\$23,853.03	
YUTKA FENCING INCORPORATED	T02140	\$19,258.00	\$6,928.00
ZANER BLOSER	V00367	\$6,036.19	\$9,678.43
ZUHLKE, MARYBETH	T07638		\$5,937.46
Grand Total		\$95,537,006.19	\$90,606,652.23

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KENOSHA UNIFIED SCHOOL BOARD
JOINT PERSONNEL/POLICY AND
AUDIT/BUDGET/FINANCE MEETING
Educational Support Center – Room 110
July 9, 2013
MINUTES

A joint meeting of the Kenosha Unified Personnel/Policy and Audit/Budget/Finance Committees chaired by Mr. Bryan was called to order at 5:37 P.M. with the following Committee members present: Mr. Flood, Mrs. Snyder, Mr. Jacobs, Mr. Retzlaff, Mr. Wamboldt, Mrs. Taube, Mr. Nuzzo, Mr. Aceto, and Mr. Holdorf. Dr. Hancock was also present. Mrs. Marcich, Mr. Kent, and Mrs. Dawson arrived later. Mr. Coleman and Ms. Adams were absent.

Policy/Rule 3420 - Purchasing

Mr. Robert Hofer, Purchasing Agent, presented Policy/Rule 3420 – Purchasing. He indicated that the policy revisions were brought forward at the request of the School Board; however, clarification was needed in order for him to implement, monitor, and enforce the policy as currently proposed.

Mrs. Taube indicated that in order to keep Board members informed on contracted services being made and be more transparent, she would like to see all purchases and /or contracted services over \$25,000 come to the School Board for approval.

Mrs. Marcich arrived at 5:43 P.M.

Mrs. Dawson arrived at 5:44 P.M.

Mr. Kent arrived at 5:49 P.M.

Mr. Hofer and Mr. Tarik Hamdan, Budget & Grant Manager, explained the current District purchasing process and procedures and answered questions from Committee members. Discussion took place on time-sensitive purchases, emergency related purchases, non-competitive purchases, and on-going contracts.

Mr. Nuzzo recommended that if there are specific purchases, such as contracted services, which are of a concern, the policy be revised to address just those purchases rather than all purchases in order to not delay purchases throughout the entire District. Mrs. Taube suggested that specific purchases that are of concern be forwarded to the Superintendent's Office.

Mr. Nuzzo moved to defer Policy/Rule 3420 – Purchasing until next month's meeting so that Administration can present a recommendation for wording in regards to the best process and/or procedures that should be used for specific purchases of concern. Mr. Flood seconded the motion. Unanimously approved.

Future Agenda Items

Mrs. Taube noted that follow-up from a previous motion at the April Organizational Meeting pertaining to an RFP for legal services has not been provided to the Board.

Meeting adjourned at 6:09 P.M

Stacy Schroeder Busby
School Board Secretary

POLICY 3420
PURCHASING

Purchasing in the School District shall be in accordance with state law, accepted purchasing practices, and aligned with the District strategic plan, ethical business practices, and the District's purchasing guidelines.

Purchases of supplies and equipment shall be made through the established requisition procedure. Approved purchase orders shall be required prior to all purchases.

Any public officer or public employee is prohibited from having any private interest in a public contract except as permitted by state law.

LEGAL REF.: Wisconsin Statutes

Sections	19.59	[Ethical standards for public officials]
	66.0131	[Local government purchasing]
	66.0607	[Disbursements from the local treasury]
	66.0901	[Public works contracts/bids]
	120.13(5)	[Purchase of books, materials and equipment]
	175.10	[Procurement for sale to employees prohibited]
	946.10	[Bribery of public officers or employees prohibited]
	946.13	[Private interest in public contracts prohibited]

CROSS REF.: 3121 Financial Accounting
3321 Student Activity Funds
3422 Exclusivity Agreements with Vendors
3430 Payment for Supplies, Equipment and Services
3522 Milk Program
3651 Hazardous Chemicals
3711 Improvement or Maintenance Projects
3750 Playground Equipment
3800 Asset Management
4224 Employee Code of Ethics
7330 Construction Contracts, Bidding and Awards
8651 School Board Member Conflicts of Interest
District Purchasing and Requisition Procedure Manual

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: March 26, 1991

REVISED: August 13, 1996
January 12, 1999
October 26, 1999
October 28, 2003
December 18, 2007
December 20, 2011

RULE 3420
PURCHASING

A. General

1. The Purchasing Agent will be responsible for the procurement of all District supplies and equipment.
2. In making a selection for purchase, the Purchasing Agent shall attempt to achieve maximum price advantage within quality specifications.
3. Bid specifications shall be developed for larger dollar volume purchases and will be coordinated between the user and the Purchasing Agent.
4. Continuing efforts shall be made to effect savings in purchasing and maintenance through the standardization of specifications for similar items used throughout the District. Proprietary specifications or source procurement for items that will allow such standardization for security or confidentiality requires the approval of the Assistant Superintendent of Business Services.
5. Impartial and open consideration shall be given to bids and quotations received from vendors. There will be prompt follow-up on questions concerning vendor orders and vendor services. The Purchasing Agent shall maintain a vendor performance record.
6. Authorized employees are encouraged to purchase high quality items and to make purchases of non-stock items having a value of less than \$30 out of petty cash, or with department purchasing cards.
7. The Purchasing Agent shall furnish a current *Requisitioning and Purchasing Procedures Manual* to all principals and departmental administrators.

B. Bidding Requirements

1. A minimum of three bids shall be obtained and documented for all individual purchases over \$10,000.
2. All ongoing purchase of supplies, materials, maintenance and repairs should be bid out annually to obtain and ensure the most competitive bidding unless long-term agreements are entered into, which shall be approved by the Director of Finance or Assistant Superintendent of Business Services.
3. An individual, independent of the bid approval process, shall be responsible for sending out bid requests to vendors, maintaining a record of the bids, documenting the receipt of the quotation and sending letters to all vendors informing them of the bid results. This process should be performed for all District purchases over \$10,000 for all departments. Bids for contracted services will have qualification factors identified and included as part of the bid document.
4. Bids shall be evaluated on the basis of District specifications and the selection for purchase shall be made on the basis of the low qualified bid. In the event of identical bids, and all other conditions being equal, a local manufacturer or business merchant shall be given preference in purchases and contracts.

C. Purchasing and Signing Authority

Requisitions for equipment, supplies and services shall be approved for funding and coding before the Purchasing Agent proceeds with the purchase. The levels of authority for purchase approval are as follows:

1. The Purchasing Agent shall be authorized to approve ~~purchases up to less than~~ \$25,000 for equipment or services. If the purchase value is \$10,000 or more, three price quotations shall be obtained wherever possible. When it is not possible to obtain three written quotations, approval of the **Chief Financial Officer** or Assistant Superintendent of Business Services is required. Documentation must be maintained.

RULE 3420
PURCHASING
Page 2

2. All **contracts for new consulting services** in excess of \$25,000 shall be approved by the School Board and shall be based on three price quotations, whenever possible, or advertised bids. If a bid or proposal has been approved by the Board, the Superintendent or designee can implement and approve the contract without further board action. Purchases of \$25,000 and over for equipment or services shall require the approval of the budget manager, and the Assistant Superintendent over the department making the purchase. Contracts for purchases of equipment or services must be signed by both the Budget Manager and the Assistant Superintendent over the department making the purchase.
3. The Purchasing Agent shall be authorized to approve the purchase of supplies and to contract for equipment maintenance agreements in accordance with sound purchasing procedures. The Purchasing Agent is authorized to sign on behalf of the District, agreements or contracts for equipment maintenance.

D. Requisitions

1. The principal or departmental administrator/budget manager shall approve all requisitions. In the processing of requisitions, consideration will be given to availability of service, staff, budgetary appropriations and priority of District needs.
2. Requisitions shall be checked by the Finance Office for authorization, funding and coding prior to forwarding to the Purchasing Office for processing.
3. Each principal or departmental administrator shall keep a record of requisitions submitted for Budget control uses.
4. Approved District requisition forms shall be used for specific requisitioning applications.
5. The *Requisition and Purchasing Procedures Manual* will include procedures for preparing, processing and routing of requisitions, information on warehouse items, criteria for supply and equipment items and a listing of samples of requisition forms in use, and year-end requisitioning procedures.

E. Purchase Orders

1. The authority for issuing purchase orders is delegated to the Purchasing Agent by the Superintendent.
2. Confirmation requisitions/orders require advance approval, by telephone, from the Purchasing Agent before committing the District to a purchase of supplies or equipment. Failure to follow proper procedures may result in disciplinary action, personal liability or return of the merchandise.
3. Only approved District purchase order forms shall be used. The *Requisition and Purchasing Procedures Manual* shall include instruction for use of requisition/purchase order forms, distribution of purchase order copies, and a sample of the purchase order form in use.

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

August 13, 2013
Personnel/Policy Standing Committees

Policy and Rule 5534 - Medication and Policy and Rule 5534.1 – Anaphylaxis

Policy and Rule 5534 has been reviewed by the School District attorney and updated. Some minor wording changes have been made such as practitioner replaces the word physician. Policy and Rule 5534.1, Anaphylaxis is an extension of the Medication policy. Anaphylaxis is always a medical emergency following exposure to an allergen. For severe reactions, epinephrine should be administered to a student. This policy would allow District Personnel to administer epinephrine through an epi-pen to a student suspected of having an allergic reaction without a prescription from their physician. Epinephrine buys time for individuals experiencing a severe allergic reaction to get to an emergency room. Before a staff member would be able to administer epinephrine to any student, they would have to be trained by a nurse or physician on the administration of an epi-pen. This training takes about 5 to 10 minutes.

Administrative Recommendation:

Administration recommends that the Personnel/Policy Standing Committees forward the proposed revisions to Policy and Rule 5534 – Medication and Policy and Rule 5534.1 - Anaphylaxis to the School Board for a simultaneous first and second reading at the August 27, 2013, Regular School Board Meeting in order to have the policy in place for the start of the 2013/14 school year.

Dr. Michele Hancock
Superintendent of Schools

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

Susan Valeri
Director of Special Education and Student Support

POLICY 5534
MEDICATION

Nonprescription and prescription drugs shall be taken by students and administered by authorized school employees **on behalf of the parent/guardian of the student** in accordance with this policy, established District procedures, and state law requirements.

“Administer” means the direct application of a nonprescription drug product or prescription drug, whether by injection, ingestion or other means, to the human body. “Drugs” means any substance recognized as a drug in the official U.S. pharmacopoeia and national formulary or official homeopathic pharmacopoeia of the United States or any supplement to either of them. “Drug product” means a specific drug or drugs in a specific dosage form and strength from a known source of manufacture. “Nonprescription drug product” means any nonnarcotic drug product which may be sold without a prescription order and which is prepackaged for use by consumers and labeled in accordance with the requirements of state and federal law. **“Practitioner” means any physician, dentist, optometrist, physician assistant, advanced practice nurse practitioner, or podiatrist licensed by the state.**

Authorized school employees may administer a prescription drug to a student in compliance with the written directions of a ~~physician~~ **practitioner** if the student's parent/guardian consents in writing. **Authorized school personnel may administer nonprescription drug products with the written consent of the student's parent/guardian.** The nonprescription drug product is supplied by the pupil's parent or guardian in the original manufacturer's package and the package lists the ingredients and recommended therapeutic dose in a legible format.

A copy of all written directions by a ~~physician~~ **practitioner** and written consent by a parent/guardian shall be on file in the school office. These directions shall be renewed annually or more frequently if there is a change in medication or dosage. Primary responsibility for the medical management and welfare of the children rests with the parent. The District's intention will be to administer as few doses as possible during the school day without impacting the health care of any student.

No school employee, except a health care professional (e.g. physician, registered nurse, or licensed practical nurse), shall be required to administer medication to a student by injection. Each principal shall arrange to have volunteer employees for administration of medication by injection for emergency situations or situations in which the well-being of a student is involved. Such employee volunteers may administer medication by injection in accordance with the written directions of a physician, written consent of a student's parent/guardian, and the written authorization of the principal. Training and periodic monitoring of the employee volunteer shall be completed by a health care professional prior to the administration of any medication to a student by injection.

LEGAL REF.: Wisconsin Statutes

Sections	118.125	Confidentiality/maintenance of student records
	118.29	Medication administration by school personnel; policy/procedure requirements
	118.29(2)2m	Wisconsin Administrative Code: Administer epinephrine
	118.29(3)	Emergency Care: Civil Liability Exemption
	121.02(1)(g)	Emergency nursing services standard
	146.81 - 146.83	Confidentiality of patient health care records]
	PI 8.01(2)(g)	Wisconsin Administrative Code Emergency nursing services requirements; medication administration procedures required
	PI 34.01 (52m)	Wisconsin Administrative Code
	160 Wisconsin Act, 2009	

POLICY 5534
MEDICATION
Page 2

CROSS REF.: 5434 Student Alcohol and Other Drug Use
5531 Emergency Care Services

AFFIRMED: August 13, 1991

REVISED: January 23, 1996
February 10, 1998
September 26, 2000
February 22, 2011

RULE 5534
MEDICATION

A. Required Written Statements

1. Copies of all required written directions of a ~~physician~~ **practitioner** and written consent of a parent/guardian pertaining to administration of medication to a student shall be filed in the school nurse's or principal's office.
2. The ~~physician~~ **practitioner** providing the direction and prescribing the medication must state in writing, either on the prescription or in a letter, the name of the student, the name of the drug including strength, dosage, time indications, and duration of the prescription; the specific conditions under which he/she should be contacted regarding the condition or reactions of the student receiving the prescription medication. The ~~physician~~ **practitioner** must also express a willingness to accept communication from the person dispensing or administering the prescription medication.

B. Medication Administration

1. Designated school employees i.e. health/information assistants, principals, secretaries, teachers, counselors, will dispense and administer medication at the elementary and middle school level.
2. Senior high school students will be allowed to administer their own medication with written parent/guardian permission. Any secondary school student needing prescription medication during school hours must have the prescription on file in the nurse's office. If a student is unable to administer his/her own medication, a designated school employee will assume this responsibility.
3. Parents/guardians of students taking medications labeled twice daily shall administer these at home, unless otherwise ordered by a physician.
4. Parents/guardians of students taking medications labeled three times daily shall administer the first and last dosage, unless otherwise ordered by a ~~physician~~ **practitioner** - designated personnel shall administer the middle dosage.
5. Parents/guardians of students taking medications labeled four times daily shall administer the first, third and fourth dosage and the school shall administer the second.
6. WI School Meds on line training course for school personnel will be provided.

C. Medication Storage and Recordkeeping

1. All medication must be supplied in the original container. The label on the bottle must contain the name and telephone number of the pharmacy, the pupil's identification, name of the ~~physician~~ **practitioner**, medication name, number dispensed, strength, dose, route, times or circumstances for medication to be given, special directions for storage or dispensing. Non-prescription medication must be in the original container with the directions on the container including pupil's name. The prescribed medication shall be kept in a locked cubicle or drawer. Taking the medication shall be supervised by the designated school personnel at the time conforming with the indicated schedule.
2. Anyone dispensing or administering medication under Board policy and these procedures shall record such action in a log kept in the school nurse's or school office. This log will contain the recorded time the medication was administered and the initials of the person who was responsible for the administration of the medication.
3. Any unused medication at the end of the period for which it was prescribed shall be picked up by the parent/guardian after notification to the parent/guardian, or the medication shall be destroyed.

RULE 5534
MEDICATION
PAGE 2

D. Liability Exemption

School employees, except health care professionals, shall be immune from civil liability for any acts or omissions in administering medication to students in accordance with Board policy, these procedures and state law requirements unless the act or omission constitutes a high degree of negligence.

School employees and volunteers, other than health care professionals, who in good faith render emergency care to a student, are immune from civil liability for any of their acts or omissions in rendering such emergency care.

POLICY 5534.1
ANAPHYLAXIS

Every allergic reaction has the potential for developing into a life-threatening event known as anaphylaxis. Anaphylaxis is always a medical emergency as students can have the onset of symptoms within minutes, and if untreated, it can lead to collapse and death shortly thereafter.

Anaphylaxis is usually an immediate reaction occurring within seconds or minutes to an hour following exposure to an allergen (food, insect sting, latex, medication). There is no predictable pattern with anaphylaxis. Each subsequent episode may be the same, more severe, or less severe.

For severe allergic reactions, epinephrine is the drug of choice for treatment. Every student with a history of anaphylaxis should have at least one emergency kit in the health office. Some students may have additional kits at school or may carry a kit with them.

Individuals not known to be at risk of anaphylaxis

A student not known to be at risk of anaphylaxis may also display symptoms of severe allergic reaction. In such circumstances, school staff should assess the situation and take action as would be appropriate for any other illness/injury/emergency incidents. This includes calling 911 if anaphylaxis is suspected.

Any authorized school staff or volunteer, or school bus operator validly authorized under state law to operate the school bus, he/she is operating, may use an epinephrine auto-injector to administer epinephrine to any pupil who appears to be experiencing a severe allergic reaction if, as soon as practicable, the school bus operator, employee or volunteer reports the allergic reaction by dialing the telephone number "911" or, in an area in which the telephone number "911" is not available, the telephone number for an emergency medical service provider.

When given intramuscularly (IM) in the outer thigh, the onset of action is quick and peaks within 9 minutes. It must be given as soon as possible to treat and reverse symptoms. Administering epinephrine buys time to get to an emergency room for additional care.

A second EpiPen® may be administered if no improvement in symptoms occurs within 15-20 minutes. When in doubt, administer EpiPen® and immediately call 911. Due to the short duration of action of epinephrine and the high potential that additional emergency treatment will be needed, prompt activation of the local EMS by calling 911 and subsequent transport to a medical facility is imperative. Unfortunately, epinephrine and other treatments for anaphylaxis are not fail-safe; deaths can and do occur despite administration of emergency medications. The only truly effective treatment is absolute avoidance of the allergen.

When a student known to be at risk for anaphylaxis displays initial symptoms, it must be presumed that the student is in need of the assistance outlined in the student's emergency health plan. Immediate intervention is essential. It will not harm the student if his/her prescribed medication is given even if anaphylaxis is not present.

LEGAL REF.: Wisconsin Statutes

Sections	118.125	Confidentiality/maintenance of student records
	118.29	Medication administration by school personnel; policy/procedure requirements
	121.02(1)(g)	Emergency nursing services standard

POLICY 5534.1
ANAPHYLAXIS
Page 2

146.81 - 146.83 Confidentiality of patient health care records]
PI 8.01(2)(g) Wisconsin Administrative Code Emergency nursing
services requirements; medication administration procedures required

CROSS REF.: 5434 Student Alcohol and Other Drug Use
5531 Emergency Care Services

AFFIRMED:

RULE 5534.1
ANAPHYLAXIS

A. Required Written Statements

1. Copies of all required written directions of a physician and written consent of a parent/guardian pertaining to administration of medication to a student shall be filed in the school nurse's or principal's office.
2. The practitioner providing the direction and prescribing the medication must state in writing, either on the prescription or in a letter, the name of the student, the name of the drug including strength, dosage, time indications, and duration of the prescription; the specific conditions under which he/she should be contacted regarding the condition or reactions of the student receiving the prescription medication. The practitioner must also express a willingness to accept communication from the person dispensing or administering the prescription medication.

B. Medication Administration

1. Designated school employees i.e. health/information assistants, principals, secretaries, teachers, counselors, will dispense and administer medication at the elementary and middle school level.
2. Senior high school students will be allowed to administer their own medication with written parent/guardian permission. Any secondary school student needing prescription medication during school hours must have the prescription on file in the nurse's office. If a student is unable to administer his/her own medication, a designated school employee will assume this responsibility.
3. Parents/guardians of students taking medications labeled twice daily shall administer these at home, unless otherwise ordered by a practitioner.
4. Parents/guardians of students taking medications labeled three times daily shall administer the first and last dosage, unless otherwise ordered by a practitioner - designated personnel shall administer the middle dosage.
5. Parents/guardians of students taking medications labeled four times daily shall administer the first, third and fourth dosage and the school shall administer the second.
6. WI School Meds on line training course for school personnel will be provided.

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1. All medication must be supplied in the original container. The label on the bottle must contain the name and telephone number of the pharmacy, the pupil's identification, name of the practitioner, medication name, number dispensed, strength, dose, route, times or circumstances for medication to be given, special directions for storage or dispensing. Non-prescription medication must be in the original container with the directions on the container including pupil's name. The prescribed medication shall be kept in a locked cubicle or drawer. Taking the medication shall be supervised by the designated school personnel at the time conforming with the indicated schedule.
2. Anyone dispensing or administering medication under Board policy and these procedures shall record such action in a log kept in the school nurse's or school office. This log will contain the recorded time the medication was administered and the initials of the person who was responsible for the administration of the medication.
3. Any unused medication at the end of the period for which it was prescribed shall be picked up by the parent/guardian after notification to the parent/guardian, or the medication shall be destroyed.

RULE 5534.1
ANAPHYLAXIS
PAGE 2

D. Liability Exemption

School employees, except health care professionals, shall be immune from civil liability for any acts or omissions in administering medication to students in accordance with Board policy, these procedures and state law requirements unless the act or omission constitutes a high degree of negligence.

School employees and volunteers, other than health care professionals, who in good faith render emergency care to a student, are immune from civil liability for any of their acts or omissions in rendering such emergency care.

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Kenosha Unified School District

Kenosha, WI

August 13, 2013

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Appointment	Lacy	Kathleen	Human Resources	Human Resources Specialist	Administration	07/15/2013	1	\$74,099.00
Appointment	Wiele	Kenneth	Brompton School	Elementary Band/Orchestra	Instructional	08/26/2013	1	\$38,377.00
Appointment	Damrow	Jessica	Reuther High School	Physical Education	Instructional	08/26/2013	1	\$38,377.00
Appointment	Crimmins	Katherine	Mahone Middle School	Special Education	Instructional	08/26/2013	1	\$38,377.00
Appointment	Palmen	Janet	Indian Trail Academy	Special Education-Cross Categorical	Instructional	08/26/2013	1	\$38,377.00
Appointment	Corcoran	Michael	Tremper High School	Math	Instructional	08/26/2013	0.92	\$63,224.40
Appointment	Keller	Jami	Special Education & Student Support	Speech Therapist	Instructional	08/26/2013	1	\$49,804.00
Appointment	Schmitt	Nancy	Roosevelt Elementary School	Grade 3 - Enrichment	Instructional	08/26/2013	1	\$42,266.00
Appointment	Ackland	Phillip	Tremper High School	Technology Education	Instructional	08/26/2013	1	\$38,377.00
Appointment	Zbilut	Max	Curtis Strange	Special Education-Cross Categorical	Instructional	08/26/2013	1	\$42,266.00
Appointment	Thompkins	Dionne	Indian Trail Academy	Family Consumer Education	Instructional	08/26/2013	1	\$48,877.00
Appointment	Thompkins	Satyra	Indian Trail Academy	ESL	Instructional	08/26/2013	1	\$69,202.00
Appointment	Blise	Damon	Lincoln Middle School	Grade 8 Science	Instructional	08/26/2013	1	\$38,377.00
Appointment	Schilz	Patricia	Grewenow Elementary School	Library Media Specialist	Instructional	08/26/2013	1	\$59,469.00
Appointment	Vandyke	Robert	Mahone Middle School	Technology Education-PLTW	Instructional	08/26/2013	1	\$38,377.00
Appointment	Kirchens	Amber	Indian Trail Academy	FCE	Instructional	08/26/2013	1	\$38,377.00
Appointment	Ali	Vanessa	Mahone Middle School	Design and Modeling	Instructional	08/26/2013	1	\$38,962.00
Appointment	Stanonik	Zachary	Tremper High School	Technology Education	Instructional	08/26/2013	1	\$38,377.00
Appointment	Creel	Jason	Lakeview Tech	English/Dean of Students	Instructional	08/26/2013	1	\$46,274.00
Appointment	Tarkowski	Jeffrey	Tremper High School	Counselor	Instructional	08/26/2013	1	\$44,190.00
Appointment	Jensen	Leslie	Harborside Academy	Biology/Chemistry	Instructional	08/26/2013	1	\$55,857.00
Appointment	Moreland	Alicia	EBSOLA-Dual Language	Counselor	Instructional	08/26/2013	1	\$42,266.00
Appointment	Selbera	Vicente	McKinley Elementary School	Special Education - LD	Instructional	08/26/2013	1	\$38,377.00
Appointment	Yuenkel	Christine	Bullen Middle School	Special Education-Cross Categorical	Instructional	08/26/2013	1	\$38,377.00
Appointment	Manderfeld	Jennifer	Tremper High School	Counselor	Instructional	08/26/2013	1	\$42,266.00
Appointment	Maedke	Amanda	McKinley Elementary School	Grade 4	Instructional	08/26/2013	1	\$38,377.00
Appointment	Cerminara	Gina	McKinley Elementary School	Counselor	Instructional	08/26/2013	1	\$48,034.00
Appointment	DeBruin	Katelyn	Jefferson Elementary School	Counselor	Instructional	08/26/2013	1	\$42,266.00
Appointment	Strouf	David	Reuther High School	Humanities	Instructional	08/26/2013	1	\$38,377.00
Appointment	Vaughan	Brittany	Frank Elementary School	Early Childhood- Special Education	Instructional	08/26/2013	1	\$38,377.00
Appointment	Murray	Susan	Special Education & Student Support	School Counselor	Instructional	08/26/2013	1	\$59,469.00
Appointment	Bell	David	Hillcrest	Special Education-ED	Instructional	08/26/2013	1	\$42,266.00
Appointment	Massouh	Jameel	Indian Trail Academy	History	Instructional	08/26/2013	1	\$39,545.00
Appointment	Zielsdorf	Brian	McKinley Elementary School	Grade 5	Instructional	08/26/2013	1	\$48,034.00
Appointment	Ausse	Katelynn	Frank Elementary School	Early Childhood- Special Education (3/4 Year Olds)	Instructional	08/26/2013	1	\$38,377.00
Appointment	Huck	Samantha	Tremper High School	Earth Space Science/Chemistry	Instructional	08/26/2013	1	\$38,377.00
Appointment	Worcester	Jessica	Bullen Middle School	English	Instructional	08/26/2013	1	\$42,566.00

Kenosha Unified School District

Kenosha, WI

August 13, 2013

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Appointment	Woolum	Siovahn	Bullen Middle School	Intervention Specialist	Instructional	08/26/2013	1	\$38,377.00
Appointment	Richards	Katie	McKinley Elementary School	Grade 3	Instructional	08/26/2013	1	\$42,566.00
Appointment	Preuss	Matthew	Indian Trail Academy	Special Education-Cross Categorical	Instructional	08/26/2013	1	\$38,377.00
Appointment	Lukach	Nicole	Bradford High School	Math	Instructional	08/26/2013	1	\$38,377.00
Appointment	Carlson	Timothy	KTEC	Grade 5	Instructional	08/26/2013	1	\$42,566.00
Appointment	Monson	Maggie	Reuther High School	English	Instructional	08/26/2013	1	\$38,962.00
Appointment	Schaus	Brittany	Special Education & Student Support	Speech Therapist	Instructional	08/26/2013	1	\$40,710.00
Appointment	Korbas	Kathleen	Tremper High School	AP Psychology	Instructional	08/26/2013	1	\$38,377.00
Appointment	Vidas	Michael	Indian Trail Academy	History	Instructional	08/26/2013	1	\$38,377.00
Appointment	Yunker	Jaclyn	Indian Trail Academy	Math	Instructional	08/26/2013	1	\$38,377.00
Appointment	Mogensen	Bryan	Bradford High School	Physical Education	Instructional	08/26/2013	1	\$38,377.00
Appointment	Mineau	Kimberly	Bullen Middle School	Special Education-Cross Categorical	Instructional	08/26/2013	1	\$38,377.00
Appointment	Grimes	Laura	Indian Trail Academy	Math	Instructional	08/26/2013	1	\$38,377.00
Appointment	Enders	Susan	Lincoln Middle School	Science Grade 8	Instructional	08/26/2013	1	\$50,629.00
Appointment	Hurst	Cara	Bullen Middle School	Grade 6 Special Education-Cross Categorical	Instructional	08/26/2013	1	\$38,377.00
Appointment	Polster	Aura	Washington Middle School	Grade 7 English	Instructional	08/26/2013	1	\$38,377.00
Appointment	Strangberg	Chris	Bullen Middle School	Science	Instructional	08/26/2013	1	\$38,377.00
Appointment	Penshorn	David	Indian Trail Academy	Math	Instructional	08/26/2013	1	\$38,377.00
Appointment	Dault	Stephanie	Washington Middle School	Grade 8 English	Instructional	08/26/2013	1	\$38,377.00
Appointment	Wickersheim	Nicole	McKinley Elementary School	Early Childhood	Instructional	08/26/2013	1	\$44,190.00
Appointment	Lewis	Denielle	Washington Middle School	Grade 7 Math/Science	Instructional	08/26/2013	1	\$38,377.00
Appointment	Hogan	Brian	Information Services	Technology Support Technician	Miscellaneous	07/29/2013	1	\$19.44
Appointment	May-Dujardin	Dyanna	Special Education & Student Support	Occupational Therapy	Instructional	08/26/2013	1	\$58,213.00
Appointment	Mattner	Timothy	Jefferson Elementary School	Kindergarten	Instructional	08/26/2013	1	\$38,377.00
Appointment	Semon	Janel	Special Education & Student Support	Homeless Teacher Liaison	Instructional	08/26/2013	1	\$69,202.00
Appointment	Romero	Mario	Information Services	Technology Support Technician	Miscellaneous	08/05/2013	1	\$19.44
Appointment	Chairez	Sandra	Lincoln Middle School	Scheduling Secretary - 12 Months	Secretarial	07/23/2013	1	\$16.66
Appointment	Garringer	Katherine	Tremper High School	English	Instructional	08/26/2013	0.67	\$25,712.59
Leave of Absence	Nuoffer	Abbey	4K Program	4K	Instructional	08/26/2013	0.49	\$30,242.80
Leave of Absence	Pederson	Melissa	Washington Middle School	English	Instructional	08/26/2013	1	\$60,623.00
Leave of Absence	Katsis	Paraskevi	KTEC	Cross Categorical	Instructional	06/26/2013	1	\$43,625.00
Leave of Absence	Sullivan	Amy	Bullen Middle School	Intervention Specialist	Instructional	08/26/2013	1	\$48,715.00
Recall	Anderson	Barbara	EBSOLA - Creative Arts	Grade 3	Instructional	08/26/2013	1	\$45,388.00
Recall	Battle	Katie	Frank/Wilson Elementary School	Physical Education	Instructional	08/26/2013	1	\$24,469.20
Recall	Blachowicz	Leann	EBSOLA - Creative Arts	Grade 5	Instructional	08/26/2013	1	\$45,754.00
Recall	Boyd	Aaron	Indian Trail Academy	Health/Physical Education	Instructional	08/26/2013	1	\$42,354.00
Recall	Clark	Jenny	KTECH	Language Arts	Instructional	08/26/2013	1	\$40,657.00
Recall	Droster	Rebecca	Washington Middle School	Grade 6 Math/Science	Instructional	08/26/2013	1	\$57,558.00

Kenosha Unified School District

Kenosha, WI

August 13, 2013

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Recall	Gamez	Nicole	Bullen Middle School	Grade 6, 7, 8 Dual Language	Instructional	08/26/2013	1	\$49,598.00
Recall	Golm	Janet	Grant Elementary School	Multi-Age 2/3	Instructional	08/26/2013	1	\$48,888.00
Recall	Huck	Debra	Bullen Middle School	Grade 6	Instructional	08/26/2013	1	\$53,622.00
Recall	Jager	Hoss	Tremper High School	Economics/History	Instructional	08/26/2013	1	\$42,354.00
Recall	Jankiewicz	Jennifer	Bullen Middle School	Grade 6	Instructional	08/26/2013	1	\$47,491.00
Recall	Kehl	Jennifer	KTECH	Kindergarten	Instructional	08/26/2013	1	\$21,586.95
Recall	Luellen	Pamela	Lincoln Middle School	Grade 8 English	Instructional	08/26/2013	1	\$45,388.00
Recall	Murdock	Megan	EBSOLA - Creative Arts	Grade 4	Instructional	08/26/2013	1	\$44,722.00
Recall	Nighbor	Adam	EBSOLA	Physical Education	Instructional	08/26/2013	1	\$48,169.00
Recall	Pascucci	Joseph	Lincoln Middle School	Grade 7/Science & Social Studies	Instructional	08/26/2013	1	\$46,445.00
Recall	Pringle	Johanna	Bradford High School	English	Instructional	08/26/2013	1	\$42,354.00
Recall	Rasch	Sabrina	Washington Middle School	Grade 8 English/Social Studies	Instructional	08/26/2013	1	\$42,354.00
Recall	Sapieka	Helen	Lincoln Middle School	Grade 8 English	Instructional	08/26/2013	1	\$40,657.00
Recall	Shike	Andrea	Washington Middle School	Grade 7 English	Instructional	08/26/2013	1	\$59,922.00
Recall	Slanchik	Sharon	Washington Middle School	Grade 7 English	Instructional	08/26/2013	1	\$44,722.00
Recall	Domenk	Shannon	Bullen Middle School	Science - Dual Language	Instructional	08/26/2013	1	\$51,809.00
Recall	Sullivan	Amy	Bullen Middle School	Intervention Specialist	Instructional	08/26/2013	1	\$48,715.00
Recall	Vela	Brenda	Lincoln Middle School	Grade 8 English	Instructional	08/26/2013	1	\$44,055.00
Recall	Weinstein	Jennifer	Lincoln Middle School	Grade 7 Math	Instructional	08/26/2013	1	\$45,119.25
Recall	White Jr	Melvin	Tremper High School	English	Instructional	08/26/2013	1	\$48,715.00
Resignation	Swanson	Diane	4K Program	4K Teacher	Instructional	06/12/2013	0.49	\$31,258.57
Resignation	Patterson	Marie	Secretary III	School Leadership - Elementary	Secretarial	07/30/2013	1	\$20.32
Resignation	Istvanek	Tania	Lincoln Middle School	Scheduling Secretary - 12 Months	Secretarial	08/16/2013	1	\$18.54
Resignation	Weber	Kari	Washington Middle School	Cross Categorical	Instructional	06/12/2013	1	\$72,433.00
Resignation	Ziccarelli	Krista	Mahone Middle School	Business	Instructional	06/12/2013	1	\$41,877.00
Resignation	Robinson	Jennifer	Title 1/P5/ Bilingual	ESL Other Language	Instructional	06/12/2013	1	\$68,710.00
Resignation	Olson	Melissa	Jefferson Elementary School	Grade 3	Instructional	06/12/2013	1	\$60,623.00
Separation	Erdman	Joellen	Title 1/P5/ Bilingual	Parent Liaison	Miscellaneous	07/01/2013	1	\$13.91
Separation	Barlow	Eric	Bain School of Language & Arts	Grade 5	Instructional	06/12/2013	1	\$53,070.00
Separation	Diaz	Joseph	Indian Trail Academy	Math	Instructional	06/12/2013	1	\$50,786.00
Separation	Cyzak	Michael	Bradford High School	English	Instructional	06/12/2013	1	\$46,730.00
Separation	Wooten	Jamie	Washington Middle School	Social Studies	Instructional	06/12/2013	1	\$46,445.00
Separation	Leard	Dionne	Tremper High School	English	Instructional	06/12/2013	1	\$48,715.00
Separation	Murray	Lisa	Tremper High School	English	Instructional	06/12/2013	1	\$46,730.00
Separation	Collins	Tricia	Bullen Middle School	Guidance	Instructional	06/12/2013	1	\$64,044.00
Separation	Chang-Moua	Betty	Student Support (Bullen)	Guidance	Instructional	06/12/2013	1	\$51,809.00
Separation	Layden	Brenna	McKinley Middle School School	Grade 6	Instructional	06/12/2013	1	\$44,722.00
Separation	Matera	Jennifer	Prairie Lane Elementary School	Kindergarten	Instructional	06/12/2013	1	\$46,730.00

Kenosha Unified School District

Kenosha, WI

August 13, 2013

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Separation	Unti-Runnels	Amy	Indian Trail Academy	English	Instructional	06/12/2013	1	\$48,715.00
Separation	Vanderford	Heather	Indian Trail Academy	Biology/Life Science	Instructional	06/12/2013	1	\$46,730.00
Separation	Smart	Jamie	Mahone Middle School	Science	Instructional	06/12/2013	1	\$54,230.00
Separation	Wickersheim	Nicole	McKinley Elementary School	Pre-School Certified Teacher	Instructional	06/12/2013	1	\$43,641.00
Separation	Plowe	Brittney	Mahone Middle School	Math	Instructional	06/12/2013	1	\$44,926.00
Separation	Bell	Cheryl	Tremper High School	Math	Instructional	06/12/2013	1	\$42,354.00
Separation	Kutchery	Erin	Tremper High School	English	Instructional	06/12/2013	1	\$42,354.00
Separation	Murray	Susan	Indian Trail Academy	English	Instructional	06/12/2013	1	\$57,737.00
Separation	Krauski	Jessica	Bullen Middle School	Intervention Specialist	Instructional	06/12/2013	1	\$55,130.00
Separation	Kostreva	Joy	Tremper High School	Math	Instructional	06/12/2013	1	\$38,959.00
Separation	Prahl	Michael	Tremper High School	Technology Education	Instructional	06/12/2013	1	\$38,959.00
Separation	Schmitt	Nathan	Tremper High School	Technology Education	Instructional	06/12/2013	1	\$38,959.00
Separation	Rhody	Tammy	Tremper High School	Math	Instructional	06/12/2013	1	\$41,326.00
Separation	Samz II	James	Tremper High School	Instrumental Music	Instructional	06/12/2013	1	\$46,445.00
Separation	Anderson	Stephanie	4K Program	4K Program	Instructional	06/12/2013	0.49	\$20,829.90
Separation	Barrett	Rell	Lance Middle School	Science	Instructional	06/12/2013	1	\$74,693.00
Separation	Beals	Julia	Southport Elementary School	Instructional Coach	Instructional	06/12/2013	1	\$58,939.00
Separation	Bishop	Meghan	Reuther High School	Science	Instructional	06/12/2013	1	\$41,273.00
Separation	Bowden	Edward	Bain School of Language & Arts	Grade 2	Instructional	06/12/2013	1	\$64,044.00
Separation	Cummins	Joshua	Tremper High School	English	Instructional	06/12/2013	1	\$42,354.00
Separation	Davis	Danielle	T1/P5/Bilingual	Private School Prgm Support	Instructional	06/12/2013	0.49	\$22,526.46
Separation	Dorow	Laura	Tremper High School	Art	Instructional	06/12/2013	0.88	\$25,712.94
Separation	Fennig (Read)	Kelly	Lance Middle School	English	Instructional	06/12/2013	1	\$44,055.00
Separation	Fidler	Christopher	KTEC	Social Studies	Instructional	06/12/2013	1	\$46,730.00
Separation	Frieman	Justin	Tremper High School	French	Instructional	06/12/2013	0.67	\$29,516.85
Separation	Gustin	Jessica	McKinley Elementary School	Instructional Coach (Title I)	Instructional	06/12/2013	1	\$45,754.00
Separation	Host	Sarah	4K Program	4K Program	Instructional	06/12/2013	0.49	\$20,753.46
Separation	Hovell	Lori	Brass Community School	Instructional Coach (Title I)	Instructional	06/12/2013	1	\$70,323.00
Separation	Hyllberg	Marcella	Bullen Middle School	Science	Instructional	06/12/2013	1	\$54,975.75
Separation	Kennedy	Melissa	Bose Elementary School	4K Program	Instructional	06/12/2013	1	\$54,230.00
Separation	Kopp	Stacey	Bradford High School	Instructional Coach (Title I)	Instructional	06/12/2013	1	\$70,323.00
Separation	Lattimore	Valerie	Forest Park Elementary School	Instructional Coach	Instructional	06/12/2013	1	\$67,186.00
Separation	Lindberg	Laura	Washington Middle School	Grade 6	Instructional	06/12/2013	1	\$53,070.00
Separation	Madson	Curtis	Hillcrest	Physical Education	Instructional	06/12/2013	0.5	\$22,027.50
Separation	Moaven	Zohreh	Bradford High School	Math	Instructional	06/12/2013	1	\$45,388.00
Separation	Mullis	Casey	McKinley Middle School School	Math	Instructional	06/12/2013	1	\$52,930.00
Separation	Neumann	Amanda	McKinley Middle School School	Social Studies	Instructional	06/12/2013	1	\$58,723.00
Separation	Onsager	Ashley	Grant Elementary School	Grade 2	Instructional	06/12/2013	1	\$41,120.00

**Kenosha Unified School District
Kenosha, WI
August 13, 2013**

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Separation	Porter	Joshua	Bullen Middle School	Math	Instructional	06/12/2013	1	\$36,546.75
Separation	Quintero	Valerie	Lance Middle School	Grade 6	Instructional	06/12/2013	1	\$42,354.00
Separation	Reid	Samantha	Tremper High School	Dean of Students	Instructional	06/12/2013	1	\$48,715.00
Separation	Richards	Kristine	Columbus Elementary School	HR Teacher on Leave	Instructional	06/12/2013	1	\$50,760.01
Separation	Skowronski	Sara	Bullen Middle School	Business	Instructional	06/12/2013	1	\$64,044.00
Separation	Thies	Kelly	Lance Middle School	English	Instructional	06/12/2013	1	\$44,926.00
Separation	Tomczak	Laura	Lincoln Middle School	Math	Instructional	06/12/2013	1	\$46,730.00
Separation	Walton	Timothy	Lance Middle School	Science	Instructional	06/12/2013	1	\$55,130.00
Separation	Wittler	Denise	Bain School of Language & Arts	Behavior Interventionist	Instructional	06/12/2013	1	\$43,125.00
Separation	Zielsdorf	Brian	Mahone Middle School	English	Instructional	06/12/2013	1	\$46,635.00
Separation	Pignone	Pelligrina	Tremper High School	Italian	Instructional	06/12/2013	1	\$45,754.00
Separation	Sabin	Nathan	Indian Trail Academy	Math	Instructional	06/12/2013	1	\$48,742.00
Separation	Taulbee	Alyssa	HR Leave Status	HR Teacher on Leave	Instructional	06/12/2013	1	41,877.00
Separation	Fraley	Michaela	HR Leave Status	HR Teacher on Leave	Instructional	06/12/2013	1	\$46,766.00
Separation	Houle	Camille	HR Leave Status	HR Teacher on Leave	Instructional	06/12/2013	1	\$58,801.00
Separation	Weitzel	Jaime	Lance Middle School	Science	Instructional	06/12/2013	1	\$46,445.00
Separation	Irish	Ryan	Lincoln Middle School	Grade 6	Instructional	06/12/2013	1	\$52,374.00
Separation	Haebig	Caroline	Bullen Middle School	Intervention Specialist	Instructional	06/12/2013	1	\$57,055.00
Separation	Burnett	Shelley	Washington Middle School	English	Instructional	06/12/2013	0.6	\$48,357.00
Separation	Johnson	Kathryn	Wilson Elementary School	Multi-Age 2/3	Instructional	06/12/2013	0.5	56,376.99
Separation	Skendziel	Jamie	Wilson Elementary School	Guidance	Instructional	06/12/2013	1	37,030.00
Separation	Mengel	Tyson	Harborside Academy	Social Studies	Instructional	06/12/2013	1	45,377.00
Separation	Johnson	David J.	Tremper High School	Chemistry	Instructional	06/12/2013	1	59,381.78
Separation	Maurer	Steven	Reuther High School	English	Instructional	06/12/2013	1	63,377.00
Separation	Boyer	Nicole	Teaching and Learning	Aims Specialist II	Miscellaneous	06/30/2013	1	14.17
Separation	Brown	Wynn	Information Services	Secretary 1 (12 month)	Secretarial	06/30/2013	1	\$17.61
Separation	Villalobos	Martha	Teaching & Learning	Secretary II (12 month) Title 1/ARRA	Secretarial	06/30/2013	1	\$18.60
Separation	Cullotta	Jeanne	Reuther Central High School	Library Clerical Assistant (10 month)	Secretarial	06/30/2013	1	\$12.95

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KENOSHA UNIFIED SCHOOL BOARD
JOINT AUDIT/BUDGET/FINANCE AND
CURRICULUM/PROGRAM MEETING
Educational Support Center – Room 110
July 9, 2013
MINUTES

A joint meeting of the Kenosha Unified Audit/Budget/Finance and Curriculum/Program Committees chaired by Mr. Flood was called to order at 8:38 P.M. with the following Committee members present: Mrs. Taube, Mr. Nuzzo, Mr. Bryan, Mrs. Marcich, Mr. Kent, Mr. Aceto, Mr. Coleman, Mr. Holdorf, Mrs. Coleman, Mrs. Daghfal, Mrs. Karabetsos, Mrs. Santoro, Mrs. Renish, Ms. Galli, and Mr. Flood. Dr. Hancock was also present. Ms. Adams, Mrs. Reed, and Mrs. Anderson were absent. Mrs. Dawson was excused.

Approval of Minutes – June 11, 2013

Mr. Bryan moved to approve the minutes as contained in the agenda. Mrs. Karabetsos seconded the motion. Unanimously approved.

Head Start State Supplemental Grant Request for the 2013-2014 School Year

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, introduced the Head Start State Supplemental Grant Request for the 2013-2014 School Year and indicated that the grant is designed to supplement the operating costs of the Head Start Child Development Program. There were no questions by Committee members.

Mr. Nuzzo moved to forward the 2013-2014 Head Start State Supplemental Grant Request to the School Board for approval to submit and implement. Mr. Bryan seconded the motion. Unanimously approved.

Changing Attitudes, Agendas, Actions, and Directions (CAAAD) Program

Mr. Daniel Tenuta, Principal at Kenosha eSchool, presented the Changing Attitudes, Agendas, Actions, and Directions (CAAAD) Program. He indicated that the Department of Public Instruction (DPI) approved a pilot project that was specifically targeted to address suspensions and expulsion within the District. The pilot program was presented to DPI officials in September of 2012 during their annual Safe and Supportive Schools site visit. The program is an alternative to suspension option for students. Tremper and Bradford elected to participate in the pilot. Mount Hebron and Second Baptist Churches also agreed to partner with the District. The project started in February of 2013 and the funds approved by DPI were used to contract services from Trinity All Nations Outreach Ministries. Data submitted to DPI over the last two years supports reduction rates in suspensions at both schools. DPI has created the expectation that the District address the need to sustain successful programs funded through the Safe and Supportive Schools grant once the grant expires. Based upon the success this year, plans are being made to expand access to the program to secondary schools. Specific plans on what the expansion will look like will be completed during the summer of 2013. Contracted services with Trinity All Nations Outreach Ministries will be in the same manner as our police liaison officers and

community liaison workers. Trinity All Nations Outreach Ministries will be responsible for all aspects of the program including staffing, training, supplies and all other costs. The cost of the program is \$70,000. It is Administration's recommendation that funding for the CAAAD program be included in the 2013-2014 budget.

Mr. Nuzzo moved to recommend that the School Board include the funding for the Changing Attitudes, Agendas, Actions, and Directions (CAAAD) Program in the 2013-2014 budget. Mrs. Coleman seconded the motion. Unanimously approved.

Future Agenda Items

There were no future agenda items noted.

Meeting adjourned at 8:59 P.M.

Stacy Schroeder Busby
School Board Secretary

**Kenosha Unified School District
Kenosha, Wisconsin**

**August 13, 2013
Curriculum/Program Committee**

**PROFESSIONAL LEARNING PLAN
2013-16**

At the July 23, 2013, regular School Board meeting, the following motion was approved:

Mrs. Taube moved to approve the first year of Professional Learning Plan (2013-2014) and forward the remaining portion (2014-2016) of the Professional Learning Plan to the Curriculum/Program Committee. Mrs. Snyder seconded the motion.

Roll call vote: Ayes: Mrs. Taube, Mr. Nuzzo, Mrs. Snyder, Mrs. Coleman, and Ms. Stevens.
Noes: Mr. Flood and Mr. Bryan. Motion passed.

The report in its entirety is contained below.

Background

Professional learning refers to many types of educational experiences associated to an individual's work. Doctors, educators, accountants, lawyers, engineers, and people in a wide variety of professions and businesses engage in professional learning to learn and apply new knowledge and skills that will improve their performance on the job.

In education, research has determined that teaching quality and school leadership are the most important factors in raising student achievement. Through expanding knowledge and skills in best educational practices, teachers and school and district leaders become effective in educating students and leading educators in the process.

Methods for improving teaching and student learning in local school systems are usually not apparent to many people. Professional learning is the only strategy school systems have to strengthen educators' performance levels. Effective professional learning enables educators to develop the knowledge and skills they need to address students' learning challenges. To be effective, professional learning requires thoughtful planning followed by careful implementation with feedback to ensure it responds to educators' learning needs. Once an educator participates in a professional learning experience, he/she must put his/her new knowledge and skills to work. Professional learning is only effective if teachers improve their instruction or administrators become better school leaders.

The Office of Organizational Training and Development has developed a three-year professional learning plan for Kenosha Unified School District. This plan will be the foundation of all professional learning in the district. Beginning in November 2012 the Professional

Learning Steering Committee began working on developing the plan. Three subcommittees formed and focused on determining Kenosha Unified School District professional learning practices, developed and analyzed a district professional learning needs assessment, and researched and developed professional learning evaluation tools. Additionally, teams were created to develop the plans for the four professional learning focus areas for the district.

Overview

The 2013-16 Professional Learning Plan aligns the district's Transformation Plan and the four focus area of professional learning. (See Appendix a for a complete copy of the Professional Learning Three-Year Plan.)

1. **Common Core State Standards**—Improve literacy and numeracy through the implementation of Common Core State Standards.
2. **Culturally proficient instruction**—Create culturally proficient classrooms, and build school cultures that meet the needs of all students.
3. **SMART (specific, measurable, attainable, realistic, timely) Goals**—Utilize the SMART Goal process to address the area of greatest need in student achievement.
4. **Professional learning communities**—Incorporate professional learning communities to foster collaboration that focuses on results.

The plan for implementing Common Core State Standards focuses on professional learning in the areas of curriculum, instruction, and assessment. Through developing cadres at each building, Teaching and Learning content coordinators will provide professional learning through a train-the-trainer model to ensure all instructional staff engage in learning and obtains the intended learning outcomes. Additionally, classroom expectations and leadership accountability for fidelity is defined for each year to ensure that classroom instruction aligns with the Common Core State Standards shifts.

Cultural proficiency is addressed in this plan through creating cohorts of buildings in which all staff members will go through a three-year training cycle. The training will include Beyond Diversity I, Beyond Diversity II, and training on culturally proficient instruction. Each cohort consists of five to eight schools. Lead teachers from each school will receive additional professional learning to assist them in ensuring that their building meets the needs of all students through culturally proficient instruction.

SMART goal training ensures that leadership follows a process for building-wide collaboration in determining, achieving, and accessing building goals. A group of administrators completed an intense SMART goal coach training during the 2013-14 school year and will serve as coaches within the district on the SMART goal process. All buildings will be required to complete a school improvement plan that incorporates the building's three SMART goals (litera-

cy, numeracy, and school culture) and assess their progress with ongoing checkpoints throughout the year.

Finally, through developing professional learning communities throughout the district, educators will engage in conversations and collaboration in order to meet the diverse needs of all children. Through the participation in a professional learning community, teachers will determine what students should know and be able to do, assess student progress, align student interventions, and provide differentiation.

Included in the professional learning plan is an outline of activities, expectations of learner outcomes, support systems, levels of evaluation, and budgets for each focus area.

Dr. Michele Hancock
Superintendent of Schools

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

Mrs. Jennifer Navarro
Coordinator of Organizational Training and Development

Link to Complete Professional Learning Plan - 2013-16
http://www.kusd.edu/media/pdf/Professional_Learning_Plan_Appendix_A_Final.pdf

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A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mr. Flood was called to order at 8:59 P.M. with the following Committee members present: Mrs. Taube, Mrs. Coleman, Mrs. Daghfal, Mrs. Karabetsos, Mrs. Santoro, Mrs. Renish, Ms. Galli, and Mr. Flood. Dr. Hancock was also present. Mrs. Reed and Mrs. Anderson were absent.

Approval of Minutes – June 11, 2013

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

Curriculum Proposal for Mathematics in Grades 6 Through 9

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, introduced the Curriculum Proposal for Mathematics in Grades 6 through 9. She indicated that current teaching in mathematics classrooms centers on the procedural teaching instead of the conceptual teaching of mathematics thus the adoption of the Common Core State Standards. Beginning in the 2014-2015 school year, students will be assessed using The Smarter Balanced Assessment system which is based on the new standards, thus the current curriculum for mathematics needs to be reviewed so that all students would be on a successful path for the 2015 assessment.

Dr. Savaglio-Jarvis introduced Mrs. Christine Pratt, Coordinator of Science and Mathematics; Mrs. Jennifer Lawler, Instructional Coach at Bradford High School; Mrs. Kelly Llanas, Algebra Teacher at Washington Middle School; Mrs. Amy Hand, Algebra Teacher at Bullen Middle School; Mrs. Tanya Ware, Algebra Teacher at Mahone Middle School; and Mr. Trent Barnhart, Math Teacher at Harborside Academy; and they gave a PowerPoint presentation which provided information on the following topics: Common Core Background, Rationale for Curriculum Update, Samples of Smarter Balanced Assessment Items, Comparable Items from Current Text, Math Curriculum Review, Unifying the Curriculum, The CPM Pathway, Professional Learning, and Estimated Costs.

While answering questions from Committee members, the following information pertaining to this agenda item was requested:

- Mrs. Taube requested that an actual cost vs. an estimated cost be provided when presented to the School Board in two weeks and that the future consumable costs for schools for the following year be provided.
- Ms. Stevens requested a copy of: 1) the summary of the findings from the curriculum analysis, 2) the gap analysis, and 3) any information and/or feedback from the teachers who have implemented the curriculum.

Mrs. Karabetsos moved to defer moving forward with this item. The motion died due to lack of a second.

Mrs. Coleman moved that the Curriculum Proposal for Mathematics in Grades 6 Through 9 be forwarded to the School Board for consideration. Mrs. Santoro seconded the motion.

Roll call vote: Ayes: Mrs. Taube, Mrs. Coleman, Mrs. Daghfal, Mrs. Santoro, Mrs. Renish, and Ms. Galli. Noes: Mr. Flood and Mrs. Karabetsos. Motion carried.

Information Items

Mrs. Coleman moved that agenda items C (1-4) be deferred until next month. Mrs. Renish seconded the motion. Unanimously approved.

Future Agenda Items

There were no future agenda items were noted.

Meeting adjourned at 10:55 P.M.

Stacy Schroeder Busby
School Board Secretary

				CESA #1			
				Preliminary Contract Summary Sheet for 2013-14			
				KENOSHA UNIFIED SCHOOL DISTRICT			

Key: A - District Operations; D - Educator Capacity Building; G - Leadership Development; K - Multi-Level Systems of Support; P - Personalized Learning; T - Staffing Solutions; W - Student Learning Programs

2013-2014 CESA #1

Programs and Services Guide

Our Mission

CESA #1 provides high-quality, cost-effective programs and services that are responsive to the dynamic needs of our members, clients, and the students they serve.

As a regional cooperative, we leverage local, state, and national resources to support schools in providing quality learning opportunities for all students.



District Operations



Basic Membership/Basic Service Flat Fee [A1010-01]

The basic services membership and flat fee guarantees access to all CESA #1 programs and services. As defined by state statute, membership is open only to public school districts in the geographic area defined by the State of Wisconsin. Basic services include information services through consultative support and website access. Basic membership also incorporates facilitated access and resource sharing for meeting facilities, job-alike meetings, discount pricing, and state purchasing contracts. Moreover, the Agency provides access for our members to consortium projects and grants as well as a network connection to state and national resources.

Blended Learning Consortium [A5850-01]

The Blended Learning Consortium supports CESA #1 districts as they infuse blended learning into their current educational structures and prepare students for innovative learning opportunities. It will also serve as a forum for districts to network with others in the region to share best practices, successes, and lessons learned. The consortium's main focus is blended and online learning. Topics include Curriculum, Technology, and Educator Capacity (Human Resources).

Communications Network [A1030-01]

Clear communications are essential for school districts and schools to stay connected with parents and the community. The Communications Network provides districts with an opportunity to share and collaborate best practices in communication, particularly on critical issues confronting districts. The service includes:

- Attendance for up to four people to attend two half-day strategy workshops
- Four newsletters with ideas, tips, websites, stories, etc. regarding communication best practices

At a Glance

Communications Network:

12 CESA #1 districts participate

172,000 students represented

Workshops feature locally-known communications experts

District and School Communications Services [A1030-02]

Clear communications are essential for school districts and schools to stay connected with parents and the community. CESA #1 has a cadre of professional writers, public relations specialists, and graphic designers who can meet district communications needs for a specified number of days or for a specific project.

"Excellent use of my time. I have ideas I can use this afternoon."

Communications Network Participant

"The communication plan worksheet is great."

Communications Network Participant

Educator Capacity Building



Early Childhood*

Consultation [D3244-01]



The early childhood consultant is funded by the IDEA Preschool Discretionary Grant and works in collaboration with the Department of Public Instruction, regional collaboration coaches, and statewide early childhood consultants. The consultant provides timely information, training, technical assistance, and resources to early care and education professionals in the following areas:

- Indicator 6 (preschool environments), Indicator 7 (preschool outcomes) and Indicator 12 (timely transitions)
- Early learning standards
- Curriculum, assessment, progress monitoring
- IEPs, including evaluation, assessment and functional goals
- Pyramid Model for social emotional development
- Response to Intervention
- Literacy
- Developmentally appropriate practice and technology

An early childhood newsletter is sent throughout the year to advise professionals of upcoming statewide and regional trainings, meetings, and activities as well as to provide resources and information about the field of early childhood. The early childhood consultant also provides external coaching to sites which are implementing the Pyramid Model. (Indicators 6, 7, & 12)

Coordination [D3159-01]

The Early Childhood Coordinator provides a wide array of services for Early Childhood students, classrooms, and families, including transition meetings, consultation and observations, sharing resources and updates, and training facilitation. (Indicators 1, 3, 6, 7 & 12)

At a Glance

Network

20 districts participate with about 40 participants

Meets 5 times a year

Participation in network increased 25% between the 2011-2012 and 2012-2013 school years

"Outstanding, priceless workshop worth of knowledge."

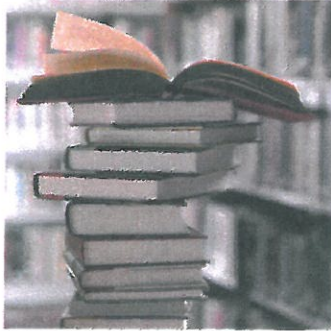
Early Childhood Workshop Attendee

Educator Capacity Building

Early Childhood*



Lending Library [D3244-02]



A lending library is available at the CESA #1 Central Office, which includes books, videos, DVDs, and kits focusing on assessment, curriculum, developmental/learning theories, inclusion, parent resources, information on specific disabilities, training, and program research. Resources are available to check-out for four-week periods of time. (Indicators 6, 7, & 12)

At a Glance

Lending Library

Over 1,000 resources
in the library

Lending is free!

Training

6 trainings offered in
2012-2013

About 200-250
participants
anticipated for 2012-
2013

Network [D3244-03]

The Early Childhood Networking meetings are open to all who are involved in working with or on behalf of young children ages birth to 6 and their families. Agenda items include child find; inclusive practices; coaching; eligibility; RtI; literacy; assessment practices; Indicators 6 (preschool environments), 7 (child outcomes), and 12 (timely transitions); developmentally appropriate practices; curriculum; and any other topic that participants are interested in discussing. Guest speakers are invited, resources are shared, and lunch is provided. (Indicators 6, 7, & 12)

Training [D3244-04]

Trainings are available on various early childhood topics, including Wisconsin Model Early Learning Standards; Indicators 6 (preschool environments), 7 (child outcomes) and 12 (timely transitions); curriculum; assessment; progress monitoring; Pyramid Model for Social Emotional Development; and technology, among others. This can be facilitated either at CESA #1 or at interested district's site. (Indicators 6, 7, & 12)

"One of the best presentations I have been to!"
Early Childhood Workshop Attendee

Educator Capacity Building

Family Engagement*

Consultation [D3243-02]



Family Engagement consultation services are available as a resource for parents of children with disabilities and school staff. This service is designed to support healthy relationships between families and district staff, to educate parents and family members about navigating school systems, and to connect families to resources in the community. In addition, consultant services are available to assist with analyzing survey and district data, identifying areas in need of improvement with regard to

family engagement and involvement in their child's education, and assisting staff and parents in the development of boards or councils in individual school districts. Assistance with surveying parents and family engagement plan development to address parent needs/concerns is also available. (Indicator 8)

Lending Library [D3243-03]

CESA #1 provides an extensive library containing books, videos, DVD's, and manuals on special education law, curriculum and instruction, and disability-related topics to parents and staff. (Indicator 8)

Training [D3243-04]

Trainings are available in the following areas:

- Individualized Education Plans (IEPs)
- Communication
- Conflict Resolution
- Transition Planning
- Early Childhood
- Family Engagement in RtI
- Serving on Groups that Make Decisions

All trainings are provided in parent-friendly, easy-to-understand language and are appropriate for parents and staff. (Indicator 8)

*"I now have a stronger understanding of the process as well as who is involved with my son's IEP. Thank you for your continued support and assistance."
CESA #1 Middle School Parent*

At a Glance

Consultation & Training

Over 1,500 parents, school staff, students, and agencies in the CESA #1 area received direct support, consultation, training, and information during the 2011-2012 school year

Lending Library

Over 400 books, videos, and other materials available through the Lending Library

Lending is free!

Educator Capacity Building



Family Engagement*

Wisconsin Statewide Parent-Educator Initiative (WSPEI) District Family Engagement Liaison Program [D3243-01]



CESA #1 offers a WSPEI District Family Engagement Liaison Program to build parent support and leadership capacity throughout the area. LEAs elect to identify a parent of a child with a disability who will be trained by the CESA #1 WSPEI Family Engagement Coordinator. The intended outcome of having a trained District Family Engagement Liaison (DFE Liaison) is that the LEA will have a district resource for families and staff to go to for information, resources, and direct support. Identifying and training a DFE Liaison is one strategy that districts can employ to address Indicator #8.

At a Glance

29 District Family Engagement (DFE) Liaisons represent 25 CESA #1 school districts

DFE Liaisons receive in-person training in IEP's, transition, communication, confidentiality, and unauthorized practice of law

The DFE Liaison Program operates in the following way:

First year of DFE Liaison Program – Parent is identified and receives 16 hours of training from the CESA #1 Family Engagement Coordinator. Parent will receive a stipend for attending trainings. Stipend is paid by the WSPEI grant. The district assumes no cost.

Second year and beyond of the DFE Liaison Program – DFE Liaison performs the role as the LEA's Liaison by supporting families and educators in Special Education in their home school district. The DFE Liaison receives support, training, and information from the WSPEI Family Engagement Coordinator throughout their tenure as the DFE Liaison. LEA pays DFE Liaison a small stipend for their work as the Liaison in their district. A \$500 stipend/year is recommended.

LEA may identify another parent to participate as the DFE Liaison at any time beginning in the fourth year. The above described cycle repeats.

Additionally, CESA #1 disseminates information to any and all parents and educators who request information through the Wisconsin Statewide Parent-Educator Initiative (WSPEI). One-on-one direct support to individuals looking for information, resources, and guidance is provided free of charge.

"I always enjoy gaining knowledge and skill that I can use to help my children as well as the children, parents and staff in my district. The training contained great information to support me in my role as the district's liaison."
CESA #1 District Family Engagement Liaison

Educator Capacity Building



School Improvement Services Network (formerly ESEA Network) [D5124-01]

The School Improvement Services (SIS) network of district leaders meets monthly to offer an opportunity to share ideas, district initiatives, and resources. The facilitator serves as an effective liaison between districts, the Wisconsin Department of Public Instruction, and other organizations in order to productively respond to state and federal legislative issues.

Services include:

- Networking
- Sharing resources
- Updates on DPI Initiatives
- Individualized Consulting

*"I appreciate the networking time
[of SIS] and the timely updates!"*
SIS Network Participant



School to Career—Carl Perkins Consortium [D7239-01]

Federal allocation grant dollars are pooled by districts to provide school-to-career activities and consultative services. The shared Local Vocational Education Coordinator (LVEC) is responsible for grant development, reporting, DPI/LEA liaison activities, and consultation regarding administration of the grant initiative.

At a Glance

SIS Network

30 districts are members of SIS

Monthly meetings with DPI updates, collaboration, and networking

Website access to resources

Carl Perkins

Consortium has existed for 21 years

18 districts participate

Educator Capacity Building

Title Services



Statewide Title I Network [D7262-01]



The Title I Network is a collaborative effort between the WI Department of Public Instruction (DPI) and the Cooperative Educational Service Agencies (CESAs). The network provides enhanced technical assistance and professional development

for districts and schools with Title I programs. Title I Network services include a base level of services to Title I districts and schools in the following five areas:

- *Title I Application* – Consultation with Title I coordinators regarding Title I law, programming, reporting requirements, and monitoring.
- *Title I Coordinator Leadership* – Information and resources for Title I coordinators through one-on-one technical assistance, at least two regional meetings, and a Title I coordinator orientation.
- *Professional Development* – Technical assistance and professional development opportunities to Title I districts and schools in the areas measured by AMOs (reading and mathematics achievement, attendance rate, and high school graduation rate).
- *Priority and Focus School Support* – Technical assistance for Title I schools identified as "priority" or "focus" as defined under the new Wisconsin Accountability System or those needs identified by a regional needs assessment.
- *Resources and Collaboration* – Information and resources regarding local and statewide initiatives and agencies that can provide Title I related support.

"I received practical information on how to get through the ESEA Monitoring process . . . Network Coordinators are very knowledgeable and a great resource for CESA 1 schools."
Network Workshop Participant

At a Glance

Title I Network

At least 3 professional development opportunities a year

At least 3 Title I trainings a year

Title I trainings specific to law and best practice



Title I (Part D) Programming [D4240-01]

Staffing to Supplement Basic Classroom Instruction

Title I is a federally funded program intended to improve the academic achievement of disadvantaged students. Student achievement is improved by supplementing basic classroom instruction in the areas of school readiness, reading, writing, and mathematics. Title I funds can be administered and coordinated by CESA #1 in cooperation with school districts and residential treatment centers for neglected and delinquent students. The primary goals of this service are to provide quality educational experiences for students served by Title I and to ensure that all phases of the Title I program are in compliance with federal and state laws.



Title III-A Consortium Coordination [D5230-01]

The purpose of Title III-A is to help ensure that children with limited English proficiency develop high levels of academic attainment in English and meet the same challenging state academic content and student academic achievement standards all children are expected to meet. The Title III-A consortium is a network of school districts that come together to support their English Language Learner (ELL) populations when each school district in the consortium has too few students to qualify for its own funding. By joining together in the consortium, each district can access funds and resources that address the needs of both teachers and students.

Educator Capacity Building

Transition*



Wisconsin Statewide Transition Initiative (WSTI) [D3208-01]



The Wisconsin Statewide Transition Initiative (WSTI) was established in 2000 through a grant funded by the Wisconsin Department of Public Instruction.

The overarching purpose of WSTI is to improve transition programs and services so that students with disabilities can make a successful transition from high school to postsecondary education or training, employment, and/or independent living.

The WSTI project provides personnel development, support services, and information dissemination to promote understanding and effective implementation of the transition requirements of the Individuals with Disabilities Education Act (IDEA) of 2004.

The three main goals of the WSTI project are:

- Increase compliance with State Performance Plan Indicator #13 to 100%.
- Increase compliance with completion and implementation of the Summary of Performance.
- Maintain/Increase communication and collaboration with internal and external transition stakeholders

Leadership Development

Regional Service Network (RSN) [G3241-01]*



The Regional Service Network (RSN) is an alliance of CESA #1 Special Education Directors who work in cooperation with the Wisconsin Department of Public Instruction. The mission of the RSN is to improve the quality of educational services to students with disabilities. The RSN has identified communication, staff development, and leadership as strategies for accomplishing the mission. The RSN also provides technical assistance to local special education leadership personnel via phone calls, district visits,

information dissemination, discussions at CESA/RSN meetings, referral to information sources, and research on specific local issues/concerns as requested. There is no cost for this service. (Indicators 1-14)

Special Education Procedural Compliance Self-Assessment Technical Assistance and Consultation [G3141-01]*

Special Education Procedural Compliance Self-Assessment Technical Assistance and Consultation are available to assist districts that have been selected for participation in the Wisconsin Department of Public Instruction's Self-Assessment Process. Through the Regional Services Network, a series of work sessions will be provided to support districts during the process. Topics will include an overview of the self-assessment process, sampling Indicators, establishment of an Ad Hoc Committee, development of Corrective Action Plan, etc. Individualized district training and technical assistance for the Special Education Procedural Compliance Self-Assessment is available upon request, including the following:

- Provide IEP training based on the development of compliant IEPs and best practices
- Work with Ad Hoc Committees in preparation of the self-assessment and development of a Corrective Action Plan
- Develop and provide an Internal Review Process to ensure continued and current compliance
- Assist with Risk-based fiscal monitoring
- Assist with Focused Review of Improvement Indicators (FRII)

(Indicators 5, 6, 7, 8, 11, 13, 14, 15 & 20)

At a Glance

Regional Service Network

Open to all 45 districts
and 21 2r Charter schools

5 meetings a year on
timely and relevant
topics

96% participation of
districts in 2011-2012

Focuses on select
Indicators yearly

"We have a great RSN."

Network Participant

*"Very informative and articulate. Helps to
'ease the load' of information overload
when the speakers give out/share info."*

Network Participant

Multi-Level Systems of Support and Intervention

ABC³ :

*Strategically Addressing Academics and Behavior through
Coordination, Consultation and Coaching*

Positive Behavior Interventions and Supports (PBIS)

Coaches Corner [K3111-01]

The Coaches' Corner provides professional development to Positive Behavior Interventions and Supports (PBIS) External and Internal Coaches. Coaches are given the opportunity to network, discuss issues, questions, and concerns regarding PBIS implementation. The sessions will be held throughout the school year for schools implementing Tier 1 and Tier 2. (Indicators 1, 2, 3, 4, 5 & 6)

Coordination and Technical Assistance [K3109-01]

CESA #1 Positive Behavior Interventions and Supports (PBIS) Coordination services are available to assist school systems with the implementation of a PBIS model through planning, leadership, and coordination. CESA #1's highly qualified specialists are available to facilitate and coordinate the following services based on district/school need:

- Conduct needs assessment and determine readiness
- Formulate and implement policies and procedures for new or revised programs for activities such as screening, placement, education, and training of students
- Establish 1, 3, and 5-year plans for implementation
- Facilitate the development of a district-wide RtI structure
- Assist with trouble-shooting as districts work on implementation components
- Assist with the development of screening and progress monitoring tools
- Provide program evaluation and review to ensure effective and appropriate programming for students
- Assist in the interpretation of laws, rules, and regulations to staff and parents
- Assist in establishment of sustainability
- Determining data collection systems

(Indicators 1, 2, 3, 4, 5 & 6)

External Coaching [K3110-01]

CESA #1 will provide a highly skilled school professional trained in Positive Behavior Interventions and Supports (PBIS) systems and practices to deliver technical assistance and support to districts and schools implementing or expanding PBIS. CESA #1 PBIS External Coaches are a specially trained group of experts approved to provide assistance to districts during PBIS implementation. Coaches provide support to leadership teams at both the district and participating school levels. The primary role of a PBIS External Coach is to provide district and participating schools with the knowledge and skills necessary to ensure accurate, continuous, and effective implementation. (Indicators 1, 2, 3, 4, 5 & 6)

Personalized Learning

Institute Membership [P8710-01]

At CESA #1, we believe that personalizing the educational experience for students holds the greatest leverage to transform the current educational design and build capacity for dramatic improvement in the performance of the educational system. A personalized learning system provides opportunities to maximize the potential of all students based on their needs, abilities, and preferences. Personalized incorporates, but moves beyond, both individualized learning and differentiated instruction.



Districts that are implementing personalized learning will gain access to critical support and collaboration mechanisms to further their progress.

The Institute Membership includes:

- attendance for up to eight people to two half-day facilitated design workshops hosted by the Institute
- monthly newsletters to all team members
- access to a private virtual center to stay connected with other districts in the network
- access to tools developed by the Institute to aid in planning and implementing personalized learning projects
- face-to-face planning meeting in-district
- special pricing for the annual Fall Convening and the Spring Youth Summit
- partnership opportunities with national organizations and thought leaders

At a Glance

25 CESA #1 districts

2 districts outside the
CESA #1 region

55 active projects



Consulting Services [P8710-02]

The Institute @ CESA #1 provides individualized consulting services for districts and schools centered on personalized learning. Examples include: measuring readiness, organizational change management, leadership development, implementation and scaling analysis support, measuring progress and/or data collection.

Implementation Facilitator [P8710-03]

The Institute @ CESA #1 has skilled facilitators to provide ongoing support, coaching, and direction for districts working to personalize learning. The facilitator will spend time in the district working closely with on-the-ground staff, offering resources and making connections between the district and the network. Services can be contracted for varying levels of support.

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**Kenosha Unified School District
Kenosha, Wisconsin**

**July 9, 2013
Curriculum/Program Standing Committee**

UPDATE ON THE NEXT GENERATION SCIENCE STANDARDS

Background

The Next Generation Science Standards (NGSS) are a new set of standards developed to guide science instruction across the United States. They were developed through a collaborative, state-led process. The final standards were released nationally in April 2013. States, including Wisconsin, are in the process of reviewing them and adopting them as state science standards.

These new kindergarten through twelfth grade science standards are rich in content and practice and arranged in a coherent manner across disciplines and grades to provide all students an internationally benchmarked science education. The Next Generation Science Standards are based on the *Framework for K-12 Science Education* developed by the National Research Council. This framework and the Next Generation Science Standards are available for free download at <http://www.nextgenscience.org/>.

Although the process for developing the Next Generation Science Standards was similar to the one used in the development of the Common Core State Standards for Mathematics, English Language Arts, and Literacy, these standards are not called “common core” science standards. The table below compares the process used to develop each set of standards.

	NEXT GENERATION SCIENCE STANDARDS	COMMON CORE STATE STANDARDS
Initiated, Researched and Supported by:	<ul style="list-style-type: none">• Carnegie Foundation• National Research Council• National Science Teachers Association• American Association for the Advancement of Science	<ul style="list-style-type: none">• Council of Chief State School Officers• National Governors Association
Writing of Standards Managed by:	<ul style="list-style-type: none">• Achieve*	<ul style="list-style-type: none">• Achieve*

At the time of the release of the Next Generation Science Standards, Wisconsin state science leaders fully expected to adopt them as the new state science standards. To date, this has not happened. The school district’s coordinator of Science and Mathematics is monitoring developments through participation in the Wisconsin Science Education Leadership Association.

*Achieve is a bipartisan, nonprofit organization formed by a group of governors and corporate leaders. Achieve strives to help states raise academic standards, improve assessments, and strengthen accountability to prepare all young people for postsecondary education, work, and citizenship.

Access to the Framework for kindergarten through twelfth grade science education and the final version of the Next Generation Science Standards and has been provided to building leadership teams and teacher leaders within Kenosha Unified School District. When the Next Generation Science Standards are adopted by the Wisconsin Department of Instruction, they will become the district's standards as well. A complete review of the prekindergarten through twelfth grade science curriculum will occur, and necessary updates in curriculum and shifts in instructional strategies will be implemented.

Conceptual Shifts Required to Implement the Next Generation Science Standards

1. Kindergarten through twelfth grade science education must reflect how science and engineering are done in the *real world*. Content and practice are interconnected.
2. The NGSS are listed as performance expectations to inform assessment. They are not a curriculum.
3. The NGSS are constructed as learning progressions that reflect developmentally appropriate topics in a focused and coherent manner from kindergarten through twelfth grade.
4. The NGSS call for a deeper understanding and application of the core ideas of science and engineering.
5. Science, technology, and engineering are integrated in all grades (kindergarten through twelfth grade). Science, technology, engineering, and mathematics aren't separate from science courses.
6. The NGSS are designed to prepare ALL students for college, career, and citizenship. Context is vital. Instruction must be culturally relevant.
7. The authors of the NGSS carefully considered the content of the Common Core State Standards for English/language arts, literacy, and mathematics. The two sets of standards are well aligned and support the same critical thinking skills.

Structure of the Next Generation Science Standards: Three Dimensions

DIMENSION 1: SCIENTIFIC AND ENGINEERING PRACTICES

1. Asking questions (science) and defining problems (engineering)
2. Developing and using models
3. Planning and carrying out investigations
4. Analyzing and interpreting data
5. Using mathematics and computational thinking
6. Constructing explanations (science) and designing solutions (engineering)
7. Engaging in argument from evidence

8. Obtaining, evaluating, and communicating information

DIMENSION 2: CROSS-CUTTING CONCEPTS

1. Patterns
2. Cause and effect: Mechanism and explanation
3. Scale, proportion, and quantity
4. Systems and system models
5. Energy and matter: Flows, cycles, and conservation
6. Structure and function
7. Stability and change

DIMENSION 3: DISCIPLINARY CORE IDEAS

Physical Sciences

- PS1: Matter and its interactions
- PS2: Motion and stability: Forces and interactions
- PS3: Energy
- PS4: Waves and their applications in technologies for information transfer

Life Sciences

- LS1: From molecules to organisms: Structures and processes
- LS2: Ecosystems: Interactions, energy, and dynamics
- LS3: Heredity: Inheritance and variation of traits
- LS4: Biological evolution: Unity and diversity

Earth and Space Sciences

- ESS1: Earth's place in the universe
- ESS2: Earth's systems
- ESS3: Earth and human activity

Engineering, Technology, and Application of Science

- ETS1: Engineering design
- ETS2: Links among engineering, technology, science, and society

The three dimensions are woven together at every grade level to create performance expectations.

As these new standards come on board, district science teachers are provided with a unique transformational opportunity along with science educators across the nation. One of the

most positive outcomes of common standards from state to state is the vast amount of high quality curriculum and instructional strategy development that occurs when educators and students across the nation are all working toward the same standards. As the Next Generation Science Standards are adopted by states, a phenomenon will be seen similar to what is now being seeing with the Common Core State Standards. With the high level of professional networking possible (due to technology resources) teachers can and do collaborate with their colleagues from across the district and from all over the United States.

Next Steps

In September 2013 the coordinator of Science and Mathematics will convene a vertical team of lead science teachers to develop a district-wide plan for implementation of the Next Generation Science Standards. This team will develop and conduct a series of workshops for district teachers and administrators to explore and deeply understand the standards. They will also conduct a thorough review of kindergarten through twelfth grade science curricula and seek out additional professional learning opportunities specific to teachers' needs. The team will work collaboratively to develop, among district teachers and administrators, the capacity to make the instructional shifts demanded by the Next Generation Science Standards. Communication with all stakeholders will be a priority.

References

<http://www.nextgenscience.org/>

Summary

This is an informational agenda item update.

Dr. Michele Hancock
Superintendent of Schools

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

Mrs. Christine Pratt
Coordinator of Science and Mathematics

**Kenosha Unified School District
Kenosha, Wisconsin**

**August 13, 2013
Curriculum/Program Standing Committee**

**TRANSFORMATION OF KENOSHA UNIFIED SCHOOL DISTRICT
LIBRARIES TO LEARNING COMMONS**

Per the Kenosha Unified School District Transformation Plan, ensuring all students and staff are proficient in information, technology, and media literacy to be successful in the global community, has been a focus for the Office of Library Media and Instructional Technology. One of the action items targeted for the 2012-13 and 2013-14 school years was to transform the school libraries into learning centers (twenty-first century media centers).

In December 2012 a committee of district library media teachers, lead by Christine O'Regan, teacher consultant: library media, was formed to decide how to accomplish the action step outlined in the Transformation Plan. The committee included representatives from the elementary, middle and high school libraries. After extensive research the committee will be transforming libraries into flexible spaces that will enhance learning through technology, collaboration, the love of reading, and community as outlined in *The Learning Commons: Seven Simple Steps to Transform Your Library* by Pamela Colburn Harland.

A learning commons is a centralized space within a school created in collaboration with the library media specialist, teachers, and students with the unique needs of staff and students in mind. No longer does a school library exist in isolation where students use the library for story time, study time, and circulating books. No longer are books the main resource for teaching and learning, and a computer is no longer just a computer. Although there will always be a place for books and reading enjoyment, technology has taken precedence in school libraries. The library media specialist can deliver cost effective professional development for innovative Web 2.0 tools, the use of electronic devices in the classroom, and effective presentation tools.

The goal of a learning commons is to provide a flexible physical space staffed by a professional library media specialist that provides physical and virtual resources essential to teaching and learning as well as a place to use innovative technologies and information resources. This philosophy will be used to facilitate the transformation of twenty-first century learners into passionate researchers and social learners that can present and reflect their learning in multiple ways. "Twenty-first century learners are always on, always connected. They are comfortable multitasking. They are multimedia oriented. Their world is Web-based. They want instant gratification. They are impatient, creative, expressive, and social. They are risk-takers who thrive in less structured environments (<http://www.p21.org/>)."

As common core standards influence teaching, the learning commons is the resource for content. Library media specialists have expertise in collecting, sharing and integrating common

core standards. Maker spaces are facilitated for investigation and creativity using production tools useful in real-world situations. Students will become responsible and well-prepared community members by practicing critical thinking skills through inquiry, research, and presentation.

Implementing a learning commons can vary in cost from simply changing the floor plan to incorporate flexible spaces that incurs no cost at all to spending thousands of dollars for furniture additions and/or remodels. Listed below are examples of what Kenosha Unified School District libraries are spending on implementing a learning commons (including their funding sources).

Bose Elementary School

- Furniture repurposed to create flexible maker spaces

Cost: Minimal

Pleasant Prairie Elementary School

- Computer tables and repurposed shelving with assistance from Kenosha Unified School District carpenters, technology relocated

Cost: Approximately \$6,000 from building funds

Bradford High School

- Formal remodel and new bookshelves/library furniture

Cost: \$20,000 from building/Title funds

Lance Middle School

- Furniture repurposed and bookstore shelving

Cost: No cost to make this change

Washington Middle School

- Community furniture maker spaces and technology

Cost: \$5,000 from Parent-Teacher Association

Whittier Elementary School

- Community furniture and technology

Cost: \$600 from Parent-Teacher Association

Prairie Lane Elementary School

- Floor plan changes

Cost: No cost to make this change

Tremper High School

- Repurposed technology and community furniture

Cost: \$10,000 from building

Harborside Academy

- New floor plan and community furniture

Cost: \$6,500 from Harborside charter funds

The following presentations were offered to further communicate the plan:

- March 2013—Presented the learning commons PowerPoint to all library media teachers
- April 2013—Presented the learning commons PowerPoint to all building principals

Many principals have already inquired about low cost changes they can make to accommodate the new philosophy.

In summer 2013 library media teachers will begin work using the *Partnership for 21st Century Learners* text to focus on one learning commons concept each month for the duration of the coming school year. The intent is to have the full transformation completed by the end of the 2013-14 school year.

Dr. Michele Hancock
Superintendent of Schools

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

Mrs. Ann Fredriksson
Coordinator of Library Media and Instructional Technology

Mrs. Christine O'Regan
Teacher Consultant: Library Media

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

August 13, 2013
Curriculum/Program Standing Committee

KINDERGARTEN THROUGH EIGHTH GRADE ATTENDANCE PROCEDURES

Background

The kindergarten through eighth grade attendance office's Attendance Improvement Means Success (AIMS) program began implementation in the Kenosha Unified School District in 2010-11 and is in the final year of programming. The AIMS program is designed to reduce truancy for elementary and middle school-aged children before poor attendance patterns become ingrained habits. Appendix A is the 2012-13 kindergarten through eighth grade attendance office's end-of-the-year report, which details the following:

- The number of students referred to the kindergarten through eighth grade attendance office,
- The outcome of the referrals to the kindergarten through eighth grade attendance office, and
- Prereferral student attendance data versus postreferral student attendance data.

AIMS increases school attendance by focusing on strengthening the relationship between school and family and resolving obstacles families may come across on a daily basis.

Kenosha Unified School District is moving to implement the School First Attendance Campaign to continue support for the first transformation goal, Improve Student Achievement, and the second transformation goal, Expand Collaborative Partnerships with Families, Community, and Industry. By implementing the School First Campaign, Kenosha Unified School District will intensify the promotion of positive school attendance, increase district and community awareness surrounding the benefits of positive school attendance, and encourage all educational stakeholders to make school the first priority of all students. Kenosha Unified School District is also moving to provide assistance to school communities by supporting them in the implementation of attendance best practices and procedures, data monitoring and interpretation, and creating tiered interventions that impact school attendance. Kenosha Unified School District will continue to provide support to schools, students, and families by helping to eliminate barriers to attendance and aid them in making connections to community resources.

School First Attendance Campaign Implementation Plan

Phase 1: January 2013 Through March 2013

- Research attendance team models.
 - School district visits
- Conduct Kenosha Unified School District school site visits/attendance assessments.
 - Meet with kindergarten through eighth grade schools to discuss current attendance practices and areas of needed improvement.
- Review Compulsory School Attendance Policy 118.15.
- Review School Attendance Enforcement Policy 118.16.
- Review School Board Policy Rule 5310: Student Attendance.
- Conduct Attendance Team Focus Group.
 - Set up a meeting with building-level officials, such as administrators, attendance secretaries, and counselors, to gain input on attendance procedures moving forward.

Phase 2: March 2013 Through August 2013

- Develop Attendance Response to Intervention Model
 - Process for tiered attendance procedures and interventions
- Create attendance team roles/responsibilities
- Develop focus area action plan for school attendance
 - Process for building leaders to create goals surrounding school attendance
- Develop needs assessment tool for school attendance
 - Ensures professional development for school communities
 - Addresses areas of weakness in regards to school attendance
- Revise current attendance forms and documents.
- Design and distribute School First promotional material.

Phase 3: August 2013

- Complete needs assessment for school attendance (building administrator).\
- Complete focus area action plan for school attendance (building administrator).
- Outline school attendance professional development.
 - Professional development based on completed needs assessment
- Continue distribution of School First promotional material.

Phase 4: September 2013-June 2014

- Building-level professional development for school attendance
 - Structure of attendance TEAM.
 - Response to intervention model for school attendance
 - Law expectations/affidavit of habitual school truancy
 - Promotion and incentive development
 - Attendance data interpretation and monitoring

References

- **Appendix A:** K-8 Attendance Office Annual Report 2012-13
- **Appendix B:** Attendance Response to Intervention Model
- **Appendix C:** Attendance Teams Roles/Responsibilities
- **Appendix D:** Focus Area Action Plan for School Attendance
- **Appendix E:** Needs Assessment for School Attendance Survey

Summary

Administration is providing this update as an information item.

Dr. Michele Hancock
Superintendent of Schools

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

Mr. Paris Echoles
Coordinator of Student Engagement and Equity



**K-8 Attendance Office
Annual Report
2012-2013**

Heidi Schneider
Student Engagement & Equity
K-8 Attendance Officer/AIMS Program Manager

I. Introduction

The K-8 Attendance Officer responsibilities include: investigating attendance referrals, providing support services to school staff, writing affidavits, referring students and families to community support agencies, clarifying the state compulsory school attendance law to students, parents, and school staff, providing in-service training to school staff, and managing the Kenosha Unified School District's (KUDS) Attendance Improvement Means Success (AIMS) Program. This officer also serves as a liaison between Juvenile Court/Municipal Court and KUSD for court related matters involving attendance concerns.

Services are provided to twenty-four elementary schools, five middle schools, three charter schools, and one high school (Hillcrest). The AIMS program did not provide services at the high school level because there are designated staff members who monitor attendance issues at the high school level. This report reflects the number of students who have received K-8 Attendance Officer interventions and the outcomes of those interventions.

The following is a list of school-based procedures that exist to help with truancy intervention.

- District policy indicates that school personnel are to notify the parent/guardian of truancy as soon as possible, but no later than the end of the second school day.
- In compliance with Wisconsin State Statutes parents are to be notified by phone, letter or personal contact after the second day of truancy.
- Following the fifth day of truancy, parents are to be notified by school officials by certified letter about their child's habitual truancy. The letter includes the compulsory school attendance law and the state statutes that reference compulsory attendance as well as the City of Kenosha Municipal Ordinance for Truancy. This letter establishes a parent meeting and/or a Student Intervention Team Meeting.
- A meeting between the school and the parents takes place within five days of the date of the letter.
- The attendance issue is brought before the Student Intervention Team (SIT) or Individual Educational Plan Team Meeting (IEP) to discuss steps required to overcome learning, social/emotional problems and appropriate referrals are made. School staff, administrators, parents, and the student work together to design a plan that allows the student to reach his/her full academic potential.
- If the student continues to exhibit attendance concerns, after school-based interventions are implemented, school staff may refer the student to the K-8 Attendance Officer for further investigation, intervention, AIMS programming, community intervention and/or possible juvenile court referral.

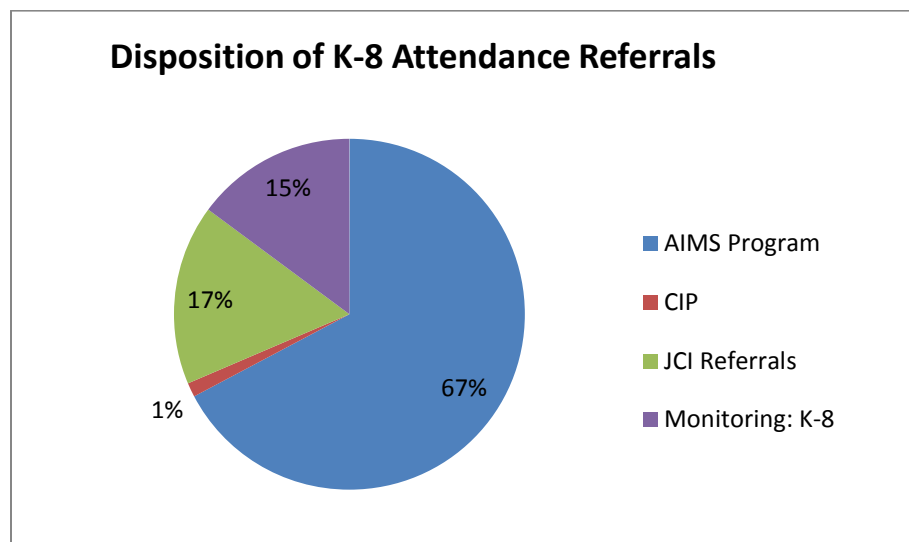
This report also documents the outcomes of the students who have been referred to the K-8 Attendance Officer as part of the school based intervention process.

II. Dispositions

During the 2012-2013 school year, 214 students were referred to the K-8 Attendance Officer. This caseload consisted of students referred to the K-8 Attendance Officer during the academic school year for attendance concerns and students on a current Deferred Prosecution Agreement or formal court supervision for truancy.

This year the number of attendance referrals to the K-8 Attendance Officer decreased by seventy-five students. The decrease in referrals is likely due to staffing transitions within our department and throughout KUSD.

Figure 1: Disposition of K-8 Attendance Referrals for 2012-2013 SY



During the 2012-2013 school year, 214 K-8th grade students were referred to the K-8 Attendance Officer for truancy and chronic absenteeism concerns. Upon receiving referrals from the K-8 building attendance monitors, the K-8 Attendance Officer meets with the referred family and determines the level of supports and interventions needed to improve the student's school attendance. It is at this meeting that discussions take place surrounding the Compulsory Attendance Law and families enter into an informal agreement that includes working with the AIMS specialist increase student attendance. If the student/family is not compliant, or refuses enrollment into the AIMS Program, the student/family may be referred to Juvenile Court Intake.

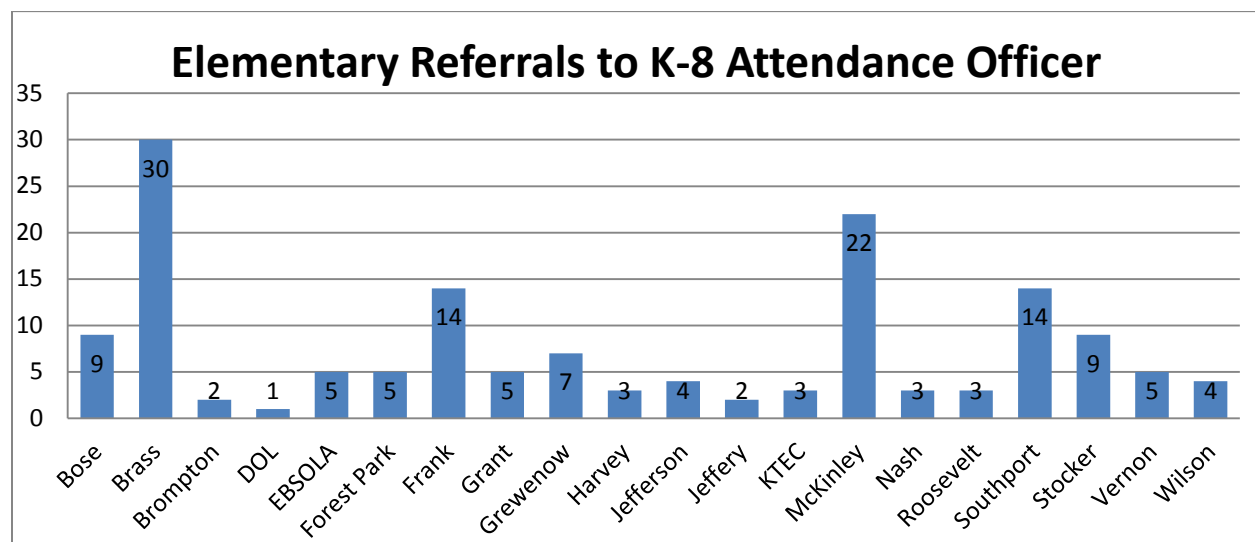
154 students were placed in KUSD's AIMS Program. Three students were enrolled in the Community Impact Program's Truancy Reduction Program through this office. Both AIMS and the CIP programs are designed to provide early interventions to students at the elementary and middle school level. The ultimate goal is reducing the number of truancy referrals placed into the county system. Fifteen students served by the AIMS program were eventually referred to

Juvenile Court Intake (JCI) due to their non-compliance with improving school attendance and continued truancy. Thirty-four students were placed on district level monitoring supervision by the K-8 Attendance Officer, due to compliance with improved attendance or parental declining to participate in formal programming. These cases were monitored by the K-8 Attendance Officer and received a lower level of formal support due to improved attendance. The attendance of these students' was monitored closely. If attendance problems continued to occur, the K-8 Attendance Officer and/or AIMS staff intervened immediately.

Distribution of Referrals by School Building-Elementary

The K-8 Attendance Officer provides services to twenty-four elementary schools, five middle schools, and four charter schools. Figure 2 indicates the number of referrals/students served by schools. These figures include the number of referrals made during the 2012-2013 school year and the students who were continuing services from referrals at the end of the 2011-2012 school year or summer.

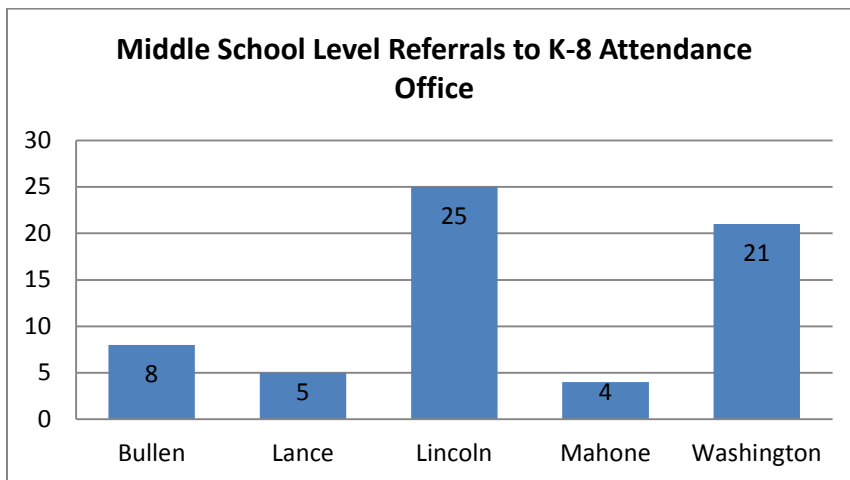
Figure 2: Elementary and Charter School Referrals



Distribution of Referrals by School Building: Middle School

During the 2012-2013 school year, the greatest number of referrals came from Lincoln Middle School. Twenty-Five students were served. Along with the intervention supports of the K-8 Attendance Office, there is also the Community Impact Program support staff at the following buildings: Lincoln Middle School, Bullen Middle School, and Washington, Middle School. Figure 3 reflects the middle school referral data. These figures include the number of referrals made during the 2012-2013 school year and the number of students who were continuing services from referrals at the end of the 2011-2012 school year and summer. There was also one referral made by Hillcrest for a ninth grader.

Figure 3: Middle School Referrals

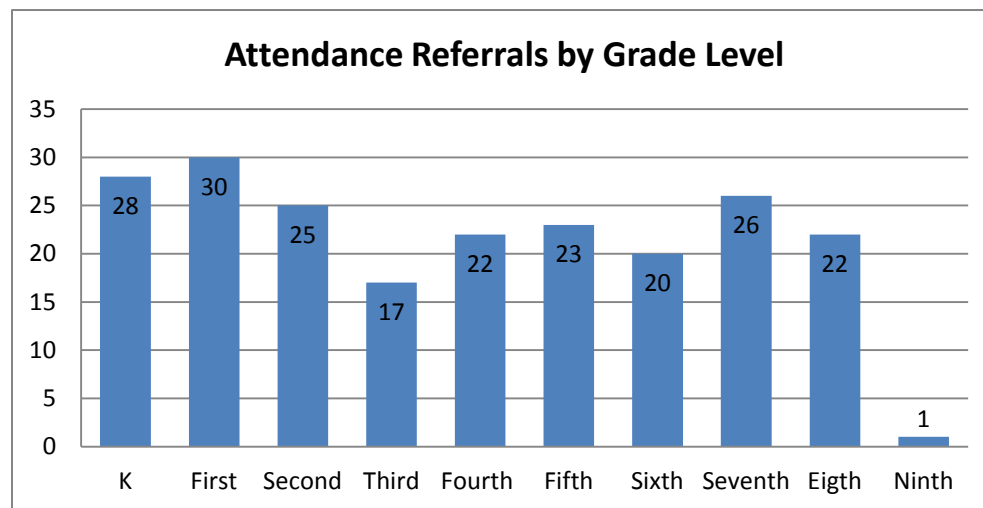


Distribution of Referrals by Grade Level

The data below, and Figure 4, indicates that there has been and overall increase in the number of students referred at the elementary school level. At the kindergarten and first grade level, referrals were the highest. This is consistent with the importance of early intervention towards truancy reduction. Elementary school referrals continue to outweigh referrals from the middle school level. There were sixty-eight referrals at the middle school level and 145 referrals at the elementary school level. Hillcrest referred one ninth grade student for a JCI referral. Submitting referrals early is understood as a positive trend because the earlier an intervention is in place, the more likely the pattern of habitual truancy will be intercepted and new behavioral patterns can be learned.

<u>Grade Level</u>	<u>2008-09</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Kindergarten	24	14	22	31	28
First	12	21	22	47	30
Second	16	16	29	34	25
Third	15	15	27	37	17
Fourth	15	17	21	48	22
Fifth	12	14	25	24	23
Sixth	3	6	20	19	20
Seventh	16	9	14	29	26
Eighth	18	20	21	31	22
Ninth	1	0	1	0	1
Total	132	132	202	300	214

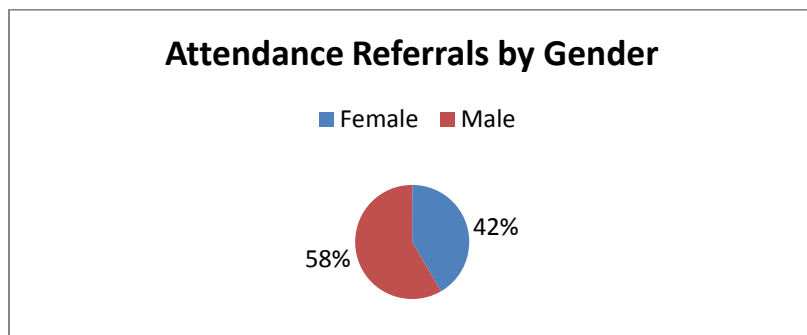
Figure 4: Distribution of Referrals by Grade Level



Distribution of Referrals by Gender

According to the Wisconsin Information Network for Successful Schools (WINSS) data for Kenosha Unified School District, our female student population is forty-nine percent and our male student population is fifty-one percent. Figure 5 shows the distribution of referrals by gender. Over half, fifty-eight percent, of the referrals made were for male students. Forty-two percent of the referrals were for females.

Figure 5: Distribution of Referrals by Gender



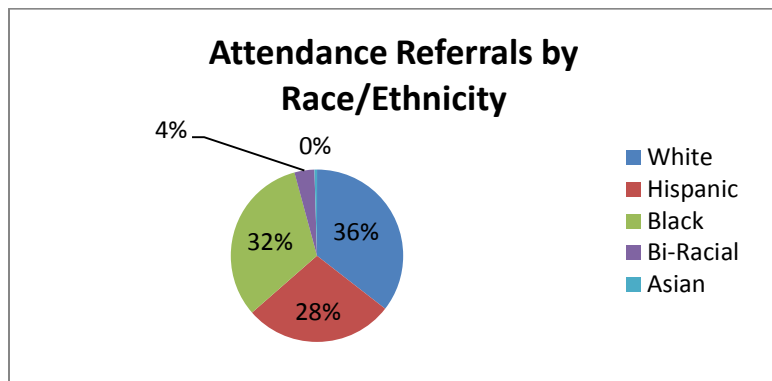
Distribution of Referrals by Ethnicity

The table below displays the 2012-2013 race/ethnicity breakdowns for KUSD's student enrollment according to WINSS.

Enrollment by Race/Ethnicity Kenosha 2012-13 Compared to Prior Years Summary - All School Types Combined									
	Total Fall Enrollment PreK- 12**	% Amer Indian	% Asian	% Black	% Hispanic	% Pacific Isle	% White	% Two or More	
2012- 13	22,570	0.2%	1.5%	15.5%	24.6%	0.1%	54.6%	3.5%	

Figure 6 shows the race/ethnicity breakdown of the students served during the course of the 2012-2013 school year through the K-8 Attendance Office. There was a disproportionate number of Black students referred to the AIMS program during the 2012-2013 school year.

Figure 6: Distribution of Referrals by Race/Ethnicity



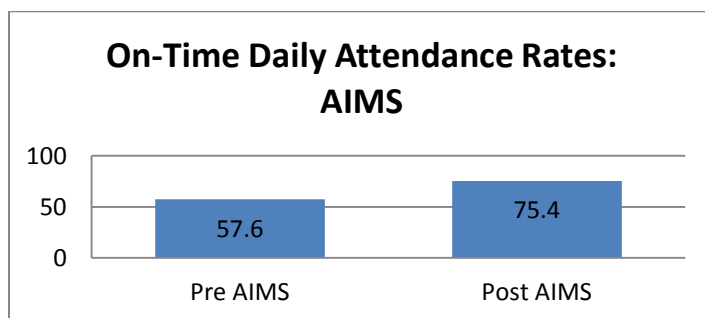
III. K-8 Attendance Intervention Success Rates

AIMS Program

The AIMS program serves as an alternative to juvenile court referral, provides attendance intervention for those students just beginning to develop negative attendance patterns and supports parents and families who, through their voluntary efforts, want to improve their child's school attendance. The AIMS Program uses a holistic systems approach when addressing familial attendance concerns. AIMS Specialists evaluate the family's strengths and help address any barriers to daily on-time attendance. If necessary, the AIMS Specialist will assist the family in obtaining resources, make appropriate referrals to community agencies in our area, and provide on-going support.

During the 2012-2013 school year, 154 students were referred to KUSD's AIMS program. The AIMS programming typically lasts sixty full days. Student data was collected to review student attendance prior to involvement with the AIMS program, during the AIMS program, and prior to the AIMS program interventions. The data in Figure 8 shows students' average attendance rate prior to their referral to the K-8 Attendance Office and the student attendance rate post interventions. Figure 8 also summarizes the impact participation in AIMS has on student attendance. There was an average increase of nearly eighteen percent in the on-time daily attendance rate for the 154 students who participated in the AIMS program.

Figure 8: Percentage of On-Time Daily Attendance Increase: AIMS Program

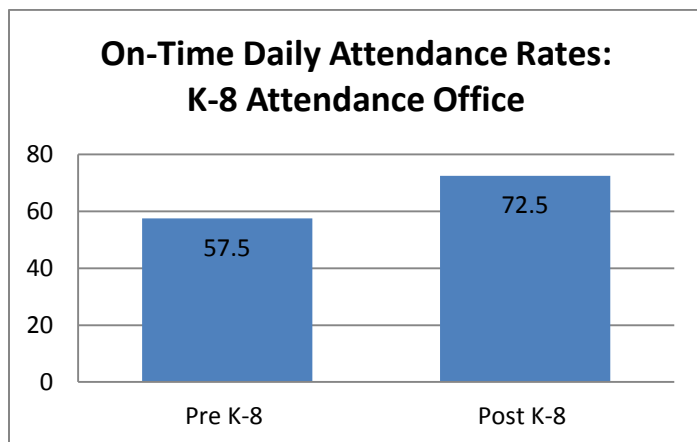


K-8 Attendance Office Involvement

Along with the 154 students who were involved in the AIMS program, there were sixty additional students that had involvement with the K-8 Attendance Office through monitoring, CIP programming or interventions and referral to Juvenile Court Intake. Although these students did not receive the ongoing case support that AIMS offered, they were still monitored daily with the goal of eliminating barriers to daily on-time attendance by increased family communication. Many of these families needed short-term interventions to increase school attendance. These interventions included providing students with transportation, bus passes, incentive charts, boundary school changes, Prevention Service Network referrals for family support, review of

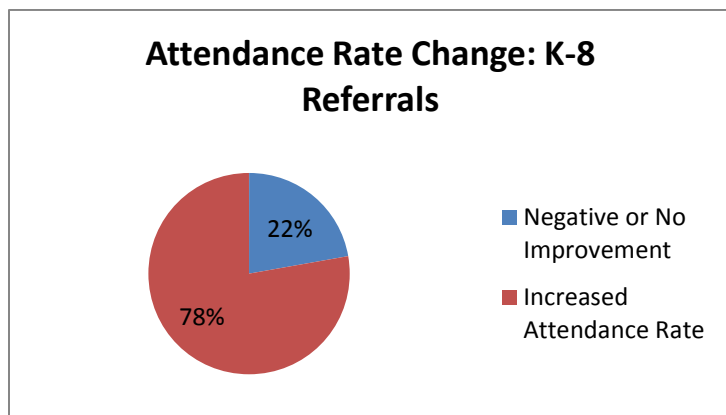
Compulsory School Attendance Law, and basic family/student communication of attendance expectations. Figure 9 demonstrates the overall increase in the daily on-time attendance rate for ALL students that were referred to the K-8 Attendance Office.

Figure 9: On-Time Daily Attendance Rates: Pre & Post K-8 Attendance Interventions



Along with the fifteen percent average increase in attendance, there was also an overall success rate of seventy-eight percent for the K-8 Attendance Office. Figure 10 shows the overall number of students with increased daily on-time attendance. Of the 214 students referred, 168 students had an increase in their daily on-time attendance.

Figure 10: Number of Students with Increase Daily On-Time Attendance



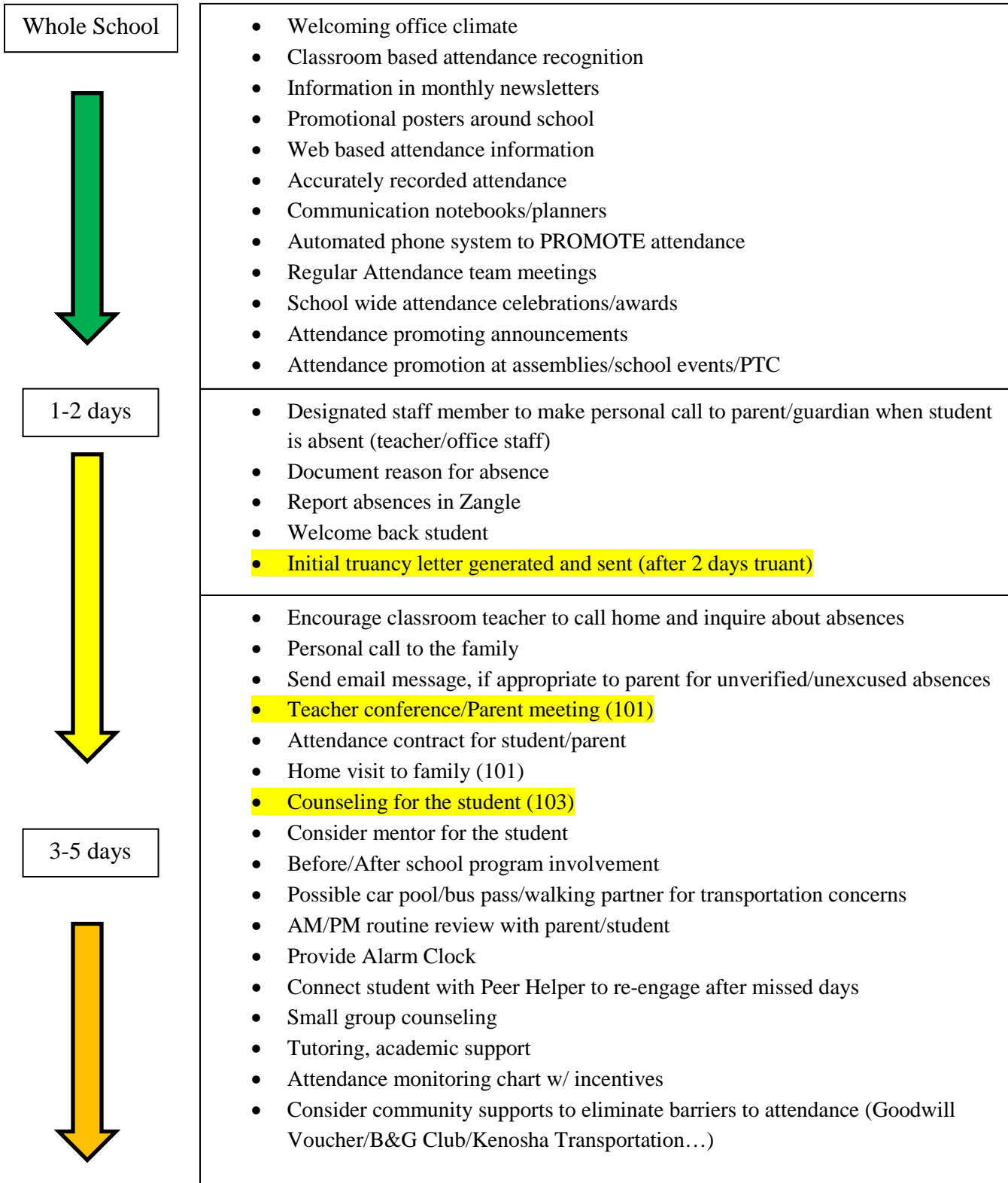
IV. Summary

The information in this report was obtained during the 2012-2013 school year as well as previous End of The Year Reports from the K-8 Attendance Office. Although there was a decrease in the overall number of referrals, referrals are generally more frequent at the elementary level. These referrals are viewed as a form of early intervention for elementary level students and their families. Building administrators, counselors and social workers have been encouraged by the K-8 Attendance Officer and the district attorney to submit truancy referrals at a younger age. Earlier referrals allow appropriate resources/services to intervene from the onset of an attendance concern before the pattern of poor attendance is solidified in the family routine. Parents have been made aware of the habitual truancy law and have been notified by brochures, calendars, handouts, letters, and meetings.

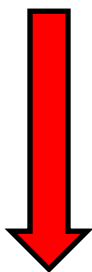
Statistical data shows that the K-8 Attendance Officer Intervention is directly correlated with improved attendance. This year's (2012-2013) data shows that seventy-eight percent (78%) of students improved school attendance after K-8 Attendance Office involvement. Although we had fewer cases referred, we are still showing significant attendance increases. In 2011-2012 seventy-eight percent (78%) improved their school attendance after K-8 Attendance Officer intervention. In 2009-2010 seventy-five percent (75%) improved their attendance after K-8 Attendance Officer intervention. It is significant and encouraging that a positive trend is continuing with approximately three quarters of the students referred having improved their attendance. This upward trend is attributed to the preventative intervention services of the AIMS program, the CIP Truancy Reduction Program, Juvenile Court Involvement, and K-8 Attendance Officer Meeting and Monitoring.

ATTENDANCE RESPONSE TO INTERVENTION MODEL

Use this model as a GUIDE to determine when to implement interventions towards improved school attendance.



5-10 days



10+ days

- Continue documenting attempts to connect with family to identify and eliminate barriers to attendance.
- Prevention Service Network referral (as needed/approved by parent or guardian for family support)
- Contact via phone/email/home visit family
- Consult family for meeting date/time that works with their schedule
- **Habitual Truancy Letter (with meeting date/time, sent certified)**
- Consult district attendance officer for supports/suggestions/involvement
- Release of information with medical concerns/school nurse involvement
- **CSI Meeting (CSI forms)**
- Intervention/Accommodation Plan

- Excessive absence letter (per principal discretion)
- Modified school day/courses
- Contact community worker/JCI/PD liaison for support and suggestions
- Citation (MS/HS only)
- Exhaust all efforts above; **JCI referral/Affidavit** for students who have met Habitual Truancy

JCI Referral/Affidavit Check list:

- ☐ Initial written letter informing parent of truancy (initial truancy letter)
- ☐ Educational Counseling provided (103)
- ☐ Met in person with parent to discuss concerns (101)
- ☐ Habitual truancy letter sent: MUST be sent certified mail, with meeting date/time within the letter (only need to do this once per school year)
- ☐ CSI/IEP meeting conducted to address whether learning problems or social problems are the cause of truancy (meeting notes/forms)
- ☐ Referrals/Actions taken to support student on time attendance (refereed agencies/dates)
- ☐ Zangle attendance report (for entire school year) reflecting student has met “habitual truancy” for the semester in which you are referring
- ☐ Green “return” certified card or unclaimed certified letter
- ☐ Parent contact information (copy of emergency card)
- ☐ History of attendance concerns (copy of cum file cover)
- ☐ Summary of services/interventions provided by the school
- ☐ Copies of notes/medical excuses for student
- ☐ Copy of municipal citation issued
- ☐ Student’s most recent progress report/grades/test scores
- ☐ Copy of significant disciplinary referrals

All forms are found on advisor. Copies of each form/letter must be submitted with affidavit as “evidence”

ATTENDANCE TEAMS ROLES/RESPONSIBILITIES

KUSD School Board Policy Rule 5310-School Attendance: Building administrators are responsible for coordinating and implementing an Attendance Review Team.

Attendance Team Responsibilities:

- Promote and communicate attendance expectations clearly to all staff/families/students.
- Develop and provide attendance based incentives for students within your building.
- Identify common attendance barriers for the student population.
- Monitor student attendance data to ensure that each student receives appropriate supports to increase daily on-time attendance.
- Use attendance reports and other individualized student data to determine the nature and intensity of interventions.
- Review and document outcomes of interventions.
- Collaborate with community services/supports to assist families.
- Collaborate with IEP/CSI teams for additional school level strategies and interventions
- Complete “Affidavit of Habitual School Truancy” for habitually truant students that have exhausted interventions strategies.

School Name

Principal Name

Attendance Data Information 2012-2013 School Year

Enrollment #	Attendance Rate %	# Chronically Absent Students	#Habitually Truant Students

Attendance Team Members

Please Name Person/Position

Attendance Team Facilitator

Attendance team lead has knowledge of data being discussed, strong connection with the student population, school personnel, and community resources.

Building Administrator

Attendance Monitor

Knowledge of Zangle and ability to generate attendance reports and letters. Documenting parent communication/calls.

Student Support Staff

Knowledge of community services, student/family history, and social/emotional factors impacting attendance.

Attendance Team Member(s)

Building personnel focused on increasing student attendance. Knowledge of school function, attendance policy, and student population.

FOCUS AREA ACTION PLAN FOR SCHOOL ATTENDANCE

Key Focus Areas for Attendance Teams

As a building attendance team, it is your responsibility to focus on attendance promotion and incentives, attendance data monitoring and interpretation, and tiered attendance intervention strategies. Please provide a brief explanation that details how your building attendance team will focus on each of the areas throughout the school year.

Attendance Promotion and Incentives	
---	--

Attendance Data Monitoring and Interpretation	
--	--

Tiered Attendance Intervention Strategies	
--	--

Needs Assessment for School Attendance**1. Please enter information below:**

Name:

Title:

School:

Email Address:

Phone Number:

2. Our school communicates the importance of attending school everyday to families and students through a VARIETY of ways.

Strength Fair Needs Development Weakness N/A

☐ ☐ ☐ ☐ ☐

Comment:

3. Our school staff understands where to find attendance data and how to interpret it.

Strength Fair Needs Development Weakness N/A

☐ ☐ ☐ ☐ ☐

Comment:

4. Our school uses the CSI and IEP processes to identify and address attendance concerns for individual students.

Strength Fair Needs Development Weakness N/A

☐ ☐ ☐ ☐ ☐

Comment:

5. Our school successfully implements early interventions with students who have a history of chronic absenteeism.

Strength Fair Needs Development Weakness N/A

Strength	Fair	Needs Development	Weakness	N/A
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comment:

6. Our school recognizes and celebrates students with excellent and/or improved school attendance.

Strength	Fair	Needs Development	Weakness	N/A
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comment:

7. Our school provides incentives and engaging activities that promote daily on-time attendance.

Strength	Fair	Needs Development	Weakness	N/A
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comment:

8. Our school staff utilizes multiple communication methods, including home visits, to foster family engagement.

Strength	Fair	Needs Development	Weakness	N/A
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comment:

9. Our school staff is knowledgeable about community services/supports available to our families.

Strength	Fair	Needs Development	Weakness	N/A
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comment:

10. Our school staff understands, and is able to communicate, the "Compulsory School Attendance Law" to students and families.

Strength



Fair



Needs Development



Weakness



N/A



Comment:

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**Kenosha Unified School District
Kenosha, Wisconsin**

**August 13, 2013
Curriculum/Program Committee**

PROFESSIONAL LEARNING COMMUNITIES

Background

The professional learning community (PLC) model is an ongoing process in which educators collaborate in collective inquiry to achieve better results for students. The professional learning community model changes thinking from the assumption that the core mission of education is to ensure that students are taught to students are learning. During collaboration, teams of teachers focus on student learning and results while collaborating teachers focus on four essential questions. These questions drive the discussions and actions of the team. PLCs are not an initiative or a program. Rather, they are the way in which school teams operate to ensure school improvement.

Three Big Ideas of Professional Learning Communities

1. Focus on learning.
2. Build collaborative culture.
3. Focus on results.

Teams collaborate around the following four essential questions of a PLC:

1. What do we want our student to know (learning objectives)?
2. How will they know if they have learned (assessment)?
3. How will we respond if they have not learned (intervention)?
4. How do we respond if they already know (differentiation)?

Through forming collaborative teams, teachers in Kenosha Unified School District will be able to better address the needs of all students in their classrooms. Teamwork will make complex tasks more manageable, stimulate new ideas, and promote coherence in the school's curriculum and instruction. By working together teachers have the knowledge, skills, and resources to engage in new practices that would exhaust the energy, skill, or resources of an individual teacher. Teachers will engage in goal setting, best practice inquiry, and analysis of data to improve their practice. PLCs will be the foundation for the continuous work needed in order to close the achievement gap and address the needs of all students.

Overview

During the 2012-13 school year, elementary leaders focused on establishing high functioning professional learning communities within their buildings. Through training and coaching many schools developed teams that focused on student learning and began to change instructional practice. For the 2013-14 school year, the focus will be on fostering professional learning communities at the three comprehensive high schools while sustaining the work that elementary schools started. Training, as described in Appendix A, will focus on ensuring that there are high functioning professional learning communities at every building and that building leadership teams build their capacity in leading these teams to ensure sustainability. Elementary schools will continue to develop professional learning communities, and support will be provided to ensure the effectiveness of the teams throughout the school year.


Dr. Michele Hancock
Superintendent of Schools

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

Mrs. Jennifer Navarro
Coordinator of Organizational Training and Development

Mrs. Starlynn Daley
Principal of Lincoln Middle School

Professional Learning Communities High School Implementation and Sustainability Plan 2013-14

	 Kenosha Unified School District <small>inspiring the brilliance of children</small>	Professional Learning	Participants	Desired Performance Outcomes	Timeline
Leadership Introduction	Phase 1	Professional Learning Communities at Work™ Hybrid	Members of the leadership teams from Indian Trail, Bradford, and Tremper in Kenosha Unified School District	<ul style="list-style-type: none"> Experience the Professional Learning Community at Work™ Institute through an Internet-based simulcast. Develop the knowledge and understanding of the Professional Learning Community (PLC) concept. Three big ideas and four essential questions for learning embedded within a PLC 	August 5-6, 2013
Staff Introduction	Phase 2	Professional Learning Communities Overview	All staff from Indian Trail, Bradford, and Tremper	<ul style="list-style-type: none"> Overview of what PLCs are, their benefits, and how to implement them in a school Attendees will understand the three big ideas of PLCs. Develop a common understanding of the four main questions of a PLC. Leave the training with a working understanding of the PLC at Work™ model. Begin working together in a collaborative fashion. 	August 27, 2013 or September 13, 2013
Sustainability	Phase 3	Professional Learning Communities at Work™ Coaching Academy	High school leaders and teacher leadership teams from each of the high schools in Kenosha Unified School District	<ul style="list-style-type: none"> Build leadership capacity around the three big ideas of a PLC. Clarify that a PLC at Work™ serves as the foundation upon which school improvement is built as a way of being and a system of organization and operation. Purpose for organization as a PLC at Work™ 	Days 1 and 2: fall 2013 Days 3 and 4: early winter 2014 Days 5 and 6: early spring 2014