



**KENOSHA UNIFIED SCHOOL BOARD**  
**AUDIT/BUDGET/FINANCE MEETING**  
Educational Support Center – Room 110  
December 4, 2012  
**MINUTES**

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Mr. Gallo was called to order at 5:31 P.M. with the following Committee members present: Mr. Nuzzo, Mr. Bryan, Mr. Kent, Mr. Aceto, Mr. Coleman, Ms. Adams, and Mr. Gallo. Dr. Hancock was also present. Ms. Marcich was excused.

**Approval of Minutes – November 13, 2012**

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

**2011-2012 Financial Audit Report**

Mrs. Tina Schmitz, Chief Financial Officer, distributed the Comprehensive Annual Financial Report (CAFR), the Single Audit Act Supplement Financial Report, and the Management Communications. Mr. David Maccoux, CPA, of Schenck, S.C., presented the three documents and answered questions of the Committee.

Mr. Maccoux was excused at 6:21 P.M.

**Information Items**

Mrs. Schmitz presented the Monthly Financial Statements. She noted that the quarterly Fund 10 transfers, which were mentioned at previous meetings, have begun and are reflected in the statements.

Mrs. Schmitz presented the Quarterly Grants Summary. She reminded the Committee that the report's new format is a condensed format but the more detail formatted report is available upon request.

**Future Agenda Items**

There were no future agenda items noted.

Meeting adjourned at 6:25 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
JOINT PLANNING/FACILITIES/EQUIPMENT,  
PERSONNEL/POLICY, AND  
CURRICULUM/PROGRAM MEETING  
Educational Support Center – Room 110  
December 4, 2012  
**MINUTES**

A joint meeting of the Kenosha Unified Planning/Facilities/Equipment and Personnel/Policy Committees chaired by Mr. Bryan was called to order at 6:30 P.M. with the following Committee members present: Mr. Nuzzo, Ms. Stevens, Ms. Bothe, Ms. Dahl, Mr. Zielinski, Mrs. Coleman, Mrs. Taube, Mr. Gallo, Mr. Retzlaff, Ms. Hamilton, Ms. Ross, Mrs. Reed, Mrs. Anderson, Mrs. Daghfal, Ms. Santoro, Ms. Galli, and Mrs. Coleman. Dr. Hancock was also present. Mr. Jacobs and Mr. Wamboldt were excused. Ms. Morrison, Ms. Dahl, Ms. Kirkwood, Ms. Iqbal, and Mr. Simpkins were absent.

**Approval of Minutes – November 13, 2012 Planning/Facilities/Equipment**

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

**Approval of Minutes – November 13, 2012 Joint Planning/Facilities/Equipment and Personnel/Policy**

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

**Approval of Minutes – November 13, 2012 Joint Personnel/Policy and Curriculum Program**

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

**Promethean Board Update**

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, indicated that the Promethean Board Update was being presented per a request and was for information only. Mr. Finnemore, Director of Facilities, indicated that the use of the promethean boards has grown exponentially over the past couple of years. Currently, the District has over 700 boards with only five boards to be installed. He explained that an in-house installation process has been developed which has save the District over \$400,000. Dr. Savaglio-Jarvis indicated that Mrs. Ann Fredriksson, Coordinator of Instructional Technology & Library Media, and Mary Salani, Instructional Technology Teacher Consultant, were present via Skype to answer questions of the Committee.

Ms. Stevens requested cost information on the 150 promethean boards last winter.

**Policy 6311 – Elementary School Classroom Utilization**

Mr. Finnemore presented Policy/Rule 6311 - Elementary School Classroom Utilization and indicated that it is recommended that it be eliminated as it is outdated and does not reflect current practice. He noted that Policy/Rule 7200 – Facilities Planning defines and covers

the protocol for facilities planning. It was also noted that Policy 7200 was only included in the agenda as a reference and that the 7000 policy series was being brought to the Committee at a later date for revision.

Mr. Valeri moved to forward Policy/Rule 6311 – Elementary School Classroom Utilization to the full Board for a first reading on December 18, 2012 and a second reading on January 22, 2013 with the recommendation that the policy be eliminated. Mrs. Bothe seconded the motion. Unanimously approved.

Meeting adjourned at 7:05 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**PERSONNEL/POLICY MEETING**  
Educational Support Center – Room 110  
December 4, 2012  
**MINUTES**

A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Mrs. Coleman was called to order at 7:08 P.M. with the following Committee members present: Mrs. Taube, Mr. Gallo, Mr. Retzlaff, Ms. Hamilton, Ms. Ross, and Mrs. Coleman. Dr. Hancock was also present. Mr. Jacobs and Mr. Wamboldt were excused. Ms. Morrison was absent.

**Approval of Minutes – November 13, 2012 Meeting**

Mr. Retzlaff moved to approve the minutes as contained in the agenda. Mr. Gallo seconded the motion. Unanimously approved.

**Policy/Rule 1240 – Access to Public Records**

Mr. Edward Kupka, Interim Director of Human Resources, presented Policy/Rule 1240 – Access to Public Records and indicated that the revisions consisted of clearly stating that District records should be retained for periods of time specified in the Wisconsin Records Retention Schedule for School Districts provided by the Wisconsin Department of Public Instruction and to update position titles.

Mr. Retzlaff requested that this item be returned to the Committee next month to allow time for him to compare the policy with the Wisconsin Records Retention Schedule for School Districts and Wisconsin State Statutes. There were no objections from other Committee members or Administration.

**Future Agenda Items**

Policy/Rule 1240 – Access to Public Records will be returned to the Committee next month as indicated above.

Meeting adjourned at 7:20 P.M.

Stacy Schroeder Busby  
School Board Secretary



A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Taube was called to order at 7:25 P.M. with the following Committee members present: Ms. Stevens, Mrs. Coleman, Mrs. Reed, Mrs. Anderson, Mrs. Daghfal, Ms. Santoro, Ms. Galli, and Mrs. Taube. Dr. Hancock was also present. Mr. Simpkins was absent.

**Approval of Minutes – November 13, 2012 Curriculum/Program and Joint Personnel/Policy & Curriculum/Program**

Mrs. Coleman moved to approve the minutes as presented in the agenda. Mrs. Anderson seconded the motion. Unanimously approved.

**Information Items**

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, presented the TOSA Wisconsin Technology Initiative Grant which seeks to enhance student academic achievement 21<sup>st</sup> century skills, attendance, attendance and engagement through the effective use of interactive classroom technology. She indicated that the grant was originally approved in the Spring of 2011 but is being brought back for informational purposes as the grant is in the third phase. She noted the timeline of stages of the third phase which was included in the agenda.

Mrs. Ann Fredriksson, Coordinator of Instructional Technology & Library Media, and Ms. Mary Salani, Instructional Technology Teacher Consultant, were present via Skype and answered questions of the Committee.

Dr. Savaglio-Jarvis presented the Teacher Resource Guides contained in the agenda and explained that the guides were developed as a tool for teachers to illustrate and guide them to where the necessary Common Core information and/or documents can be located. She indicated that since a majority of the information and/or documents are located on the KUSD website or on My Big Campus, Ms. Sue Mirsky, Coordinator of Literacy; Mr. David Tuttle, Coordinator of Talent Development; and Mrs. Christine Pratt, Coordinator of Science and Mathematics; were present to demonstrate how to navigate to the noted resources on both sites. Ms. Stevens requested that a My Big Campus access training be added to a future agenda.

Dr. Savaglio-Jarvis indicated that the Special Education Update was being presented per a request and is informational only. Ms. Susan Valeri, Director of Special Education and Student Support, presented the District's mission, commonly referred to special education terms, the legal requirements pertaining to special education students, the number of special education students in the District, the placement of the students, and location of the self-contained programs. Ms. Stevens requested information pertaining to special education instruction costs versus regular education instruction costs.

Ms. Valeri presented the School Based Health Centers Update. She indicated that the health centers located at Brass, Curtis Strange, and the Caesar Chavez Learning Station are showing positive results. Visits to the centers have consisted of acute visits, immunizations, and/or well-child check-ups. The number of well-child check-ups at the Caesar Chavez Learning Station alone has increased by more than 30 percent compared to the number a year earlier, largely due to the services being offered on-site.

### **Future Agenda Items**

As noted above, Ms. Stevens requested that 1) a My Big Campus access training be added to a future agenda and 2) information pertaining to special education instruction costs versus regular education instruction costs.

Meeting adjourned at 8:17 P.M.

Stacy Schroeder Busby  
School Board Secretary