



KENOSHA UNIFIED SCHOOL BOARD
PERSONNEL/POLICY MEETING
Educational Support Center – Room 110
July 9, 2013
MINUTES

A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Mr. Bryan was called to order at 5:31 P.M. with the following Committee members present: Mr. Flood, Mrs. Snyder, Mr. Jacobs, Mr. Retzlaff, Mr. Wamboldt, and Mr. Bryan. Dr. Hancock was also present. Mrs. Morrison, Mrs. Dahl, and Ms. Morgan were absent. Mrs. Hamilton was excused.

Approval of Minutes – May 14, 2013 (2 sets)

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

Policy/Rule 8810 – Rules of Order

Mr. Bryan indicated that Policy/Rule 8810 – Rules of Order was being pulled until it is reviewed and discussed with legal counsel.

Information Items

There were no questions or comments on the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations.

Future Agenda Items

There were no future agenda items noted.

Meeting adjourned at 5:32 P.M.

Stacy Schroeder Busby
School Board Secretary



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



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



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



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