

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD JUNE 25, 2013

A regular meeting of the Kenosha Unified School Board was held on Tuesday, June 25, 2013, at 7:00 P.M. in the Board Room of the Educational Support Center. Ms. Stevens, President, presided.

The meeting was called to order at 7:02 P.M. with the following Board members present: Mrs. Taube, Mr. Flood, Mr. Nuzzo, Mrs. Snyder, Mrs. Coleman, Mr. Bryan, and Ms. Stevens. Dr. Hancock was also present.

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

Ms. Stevens presented Resolution No. 294 – Resolution of Appreciation to David Gallo which read as followed:

“WHEREAS, David Gallo was elected to the Board of Education of the Kenosha Unified School District in April 2010, and served one, three-year term on the Board; and

WHEREAS, he served as vice-president for the 2012-13 term while on the Board; and

WHEREAS, during his tenure on the Board he served on the following Committees: Audit/Budget/Finance & Curriculum/Program in 2010-11, Audit/Budget/Finance & Curriculum/Program chairperson in 2011-12, Audit/Budget/Finance chairperson in 2012-13 and Personnel/Policy in 2012-13; and

WHEREAS, he has been a strong supporter of providing educational opportunities to all students in the Kenosha Unified School District; and

WHEREAS, during his term in office he whole heartedly supported the district's implementation of the Transformation Plan; and

WHEREAS, during his term in office he supported maintaining a strong middle school sports program for all students who wanted to participate in them;

NOW, THEREFORE, BE IT RESOLVED, that this expression of appreciation for service as a Board Member be adopted, and

BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education, and that a signed copy be presented to David Gallo in recognition of his service to the Kenosha Unified School District.”

Mr. Bryan moved to approve Resolution No. 294 – Resolution of Appreciation to David Gallo as presented. Mrs. Coleman seconded the motion. Unanimously approved.

Dr. Hancock presented four Administrative appointments.

Mr. Flood moved to approve Camille Schroeder as Principal at Prairie Lane Elementary School effective July 8, 2013. Mrs. Coleman seconded the motion. Unanimously approved.

Mr. Nuzzo moved to approve Shebaniah Muhammad as Principal at Grant Elementary School effective July 1, 2013. Mrs. Coleman seconded the motion. Unanimously approved.

Mr. Nuzzo moved to approve Cherise Easley as Creative Arts Principal at Edward Bain School of Language Arts School effective July 1, 2013. Mrs. Coleman seconded the motion. Unanimously approved.

Mrs. Coleman moved to approve Amy Riedlinger as Assistant Principal at Indian Trail High School and Academy effective July 1, 2013. Mrs. Taube seconded the motion. Unanimously approved.

Dr. Hancock announced Maria Kotz as Interim Principal at Indian Trail High School and Academy and Bethany Ormseth as Interim Assistant Superintendent of Secondary School Leadership.

There was no Student Ambassador present.

Mr. Bryan gave the Legislative Report.

There were views and comments by the public.

There were no responses or comments made by Board members.

Ms. Stevens made her remarks.

There was no Superintendent's Report.

Consent-Approve item XI-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations was pulled from the consent agenda.

The Board then considered the following Consent-Approve items:

Consent-Approve item XI-B – Minutes of 5/21/13 and 6/11/13 Special Meetings and Executive Sessions, 5/21/13 and 6/3/13 Special Meetings, and 5/21/13 Regular Meeting.

Consent-Approve item XI-C – Summary of Receipts, Wire Transfers and Check Registers submitted by Ms. Heather Kraeuter, Accounting & Payroll Supervisor; Mrs. Tina Schmitz, Chief Financial Officer; and Dr. Hancock, excerpts follow:

"It is recommended that the May 2013 cash receipts deposits totaling \$686,329.82 and cash receipt wire transfers-in totaling \$14,343,140.69 be approved.

Check numbers 494562 through 496135 totaling \$9,693,467.66, and general operating wire transfers-out totaling \$422,866.75, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the May 2013 net payroll and benefit EFT batches totaling \$17,649,669.69 and net payroll check batches totaling \$8,428.76 be approved."

Consent-Approve item XI-D – Policy/Rule 6633 – Student Technology Acceptable Use submitted by Mr. Kristopher Keckler, Executive Director of Information & Accountability, and Dr. Hancock, excerpts follow:

"Policy and Rule 6633 – Student Technology Acceptable Use provides guidelines for students utilizing technology in their educational activities. Federal expectations related to student privacy and online protection help establish a framework for students to grow as a responsible 21st Century learner. Traditionally this policy has only referenced student use of district owned technology. With the increase of student owned devices, and planned progression of appropriate use regardless of the device, the policy must now reflect these additional scenarios.

This policy will be a mandatory item within our annual online student re-enrollment procedures, and also distributed electronically to each student at the start of each school year. Curriculum related to proper technology expectations is increasing each year, aligned with the district goal of "ensuring all students and staff are proficient in information, technology, and media literacy".

At its May 14, 2013, meeting, the Joint Personnel/Policy and Curriculum/Program Committee voted to forward revised Policy 6633 to the School Board with additional changes including simplified wording in the first bolded sentence in the policy and the addition of a "catch all" phase at the end of the second bullet of the rule.

The Board approved revised Policy 6633 as a first reading on May 21, 2013. Administration recommends that the School Board approve as a second reading this evening proposed revisions to Policy and Rule 6633 – Student Technology Acceptable Use."

Consent-Approve item XI-E – Policy/Rule 1212 – Non-English Language Version Printed Materials submitted by Mrs. Ruder and Dr. Hancock, excerpts follow:

"Policy and Rule 1212 - Non-English Language Version Printed Materials was reviewed and updated to align with current District practice to ensure that translation of documents is provided when such documents require parent/guardian signature related to the health, welfare and safety of students. The Rule portion of 1212 is being eliminated as it is no longer relevant.

At its May 14, 2013, meeting, the Personnel/Policy Committee voted to forward revised Policy and Rule 1212 – Non-English Language Version Printed Materials to the School Board for consideration.

The Board approved revised Policy 1212 as a first reading on May 21, 2013. Administration recommends that the School Board approve as a second reading this evening revised Policy 1212 and elimination of Rule 1212.”

Consent-Approve item XI-F – Policy/Rule 1520 – Notification of Materials and Literature to Students submitted by Mrs. Ruder and Dr. Hancock, excerpts follow:

“Policy 1520 - Notification of Material and Literature to Students is being updated to include Kenosha Unified Community Partners as an organization which educationally benefits students and reduce the length of the disclaimer due to space limitations on fliers. KUSD will be used in place of Kenosha Unified School District on fliers throughout the District.

This information will continue to be monitored by the Executive Director of Community Partnerships and Media Relations and the District Web Specialist.

At its May 14, 2013, meeting, the Personnel/Policy Committee voted to forward revised Policy and Rule 1520 to the School Board for consideration.

The Board approved revised Policy/Rule 1520 as a first reading on May 21, 2013. Administration recommends that the School Board approve as a second reading this evening revised Policy and Rule 1520 – Notification of Material and Literature to Students.”

Consent-Approve item XI-G – Policy/Rule 1220 – Cable Television submitted by Mrs. Ruder and Dr. Hancock, excerpts follow:

“Policy and Rule 1220, Cable Television was reviewed and found to be aligned with current practice within the District. Changes were made to reflect the administrative organizational structure of personnel assigned as deputies responsible for the operating and programming of the District’s subscriber cable channel and the addition of a cross reference to Policy 1213, Web Publication.

At its May 14, 2013, meeting, the Personnel/Policy Committee voted to forward revised Policy and Rule 1220 to the School Board for consideration.

The Board approved revised Policy and Rule 1220 as a first reading on May 21, 2013. Administration recommends that the School Board approve as a second reading this evening revised Policy and Rule 1220 – Cable Television.”

Mrs. Taube moved to approve the Consent Agenda as revised. Mr. Flood seconded the motion. Unanimously approved.

Mr. Patrick Finnemore, Director of Facilities, presented the KTEC Lease Extension submitted by Mr. Finnemore and Dr. Hancock, excerpts follow:

“On April 8, 2008, the School Board approved a lease agreement with the City of Kenosha for the use of the former Lincoln Elementary School for the purposes of housing the Kenosha School of Technology Enhanced Curriculum (KTEC) school. Elector approval of the lease was not needed because it is a lease agreement between two governmental bodies.

The lease (which is provided as the attachment to this report) is a 5-year lease with the ability for 4 additional 5 year terms for a total length of 25 years. This term was chosen based on the expected life of the building. The rent payment for the first 5-year term was \$30,000 per year to be paid in quarterly installments (Article 3). The lease also called for the annual rent payment to increase by \$10,000 for each of the 4 subsequent terms (Article 4).

The effective date of the lease was December 22, 2008, so the first five year period of the lease will expire on December 21, 2013. Article 2 of the lease requires that KUSD must give the City written notice of our intent to exercise the option to extend the lease by another five years at least 90 days, but no more than 180 days prior to the expiration of the current term of the lease. June 25, 2013 is 180 days prior to the expiration date. Article 30 of the lease provides the details on the format and form of the notice which will require the signatures of the Board President and the Board Clerk.

It is recommended that KUSD extend the lease an additional five years at \$40,000 per year and that we send this notice to the City of Kenosha shortly after June 25, 2013. A letter will be prepared for signatures including the information from this report and reference to the School Board approval that will be recommended at the June 25, 2013 regular Board meeting.

This report was reviewed by the Planning, Facilities, and Equipment Committee at the June 11, 2013 meeting, and the Committee unanimously recommended that it be forwarded on to the full Board for consideration.

Administration recommends School Board approval to extend the lease for the KTEC school in its present location as described in this report.”

Mr. Nuzzo moved to approve the extension of the lease for the KTEC school in its present location as described in the report. Mrs. Taube seconded the motion. Unanimously approved.

Mr. Finnemore presented the 2013-2014 Capital Projects Plan submitted by Mr. John Setter, Project Architect; Mr. Finnemore; and Dr. Hancock, excerpts follow:

“Board Policy 3711 requires that a major maintenance project list be developed annually by the Department of Facilities Services and that the list be reviewed by the Planning, Facilities, and Equipment Committee and taken to the School Board for action no later than April 1st of each year. Due to the uncertainty of the 2013-14 budget and the proposal for the energy efficiency projects also discussed this evening, we purposefully delayed this report.

The overall major maintenance plan is updated on a regular basis with annual evaluations of each project on the list by the Facilities Department. The plan includes “place marks” for annual-type projects, which include roof, boiler, asphalt/concrete, and carpet replacements. Each project is prioritized by the Facilities Department based, in-part, on the priority system detailed in the Board Policy. Generally, this report also includes the capacity projects as required by Board Policy 7210; however there are no capacity projects proposed for the coming year.

The major maintenance budget for 2011-12 was \$2,000,000. The budget was reduced to \$600,000 for the 2012-13 fiscal year as part of the unprecedented budget reductions that were necessary this past year. The plan for this year was to restore the budget back to \$2,000,000; however, we are proposing a budget of \$1,500,000 or a \$500,000 reduction for this year and the next two years to fund security improvements at all of our facilities. This is discussed in more detail in the energy efficiency and security project report also in this evening's agenda. Of the proposed \$1,500,000 budget, \$500,000 will be used to continue to pay off the loan used to fund the Reuther masonry restoration project, leaving \$1,000,000 for projects this year.

The 2013-14 capital projects plan is provided as the attachment to this report. The plan is a continuation of the overall major maintenance plan initiated twelve years ago, and the energy savings project program started ten years ago. The major maintenance plan includes a proposed contingency of \$31,000 or 3.1% of the available budget for projects that will be performed this year, i.e. not including the Reuther masonry project loan payment. Board Policy 3711 recommends that a contingency of not more than 5% be reserved at the beginning of each year; contingencies have ranged from 0.86% to 4.25% over the past twelve years.

This report was reviewed by the Planning, Facilities, and Equipment Committee at the June 11, 2013 meeting, and the Committee unanimously recommended that it be forwarded on to the full Board for consideration.

Administration recommends School Board approval of the 2013-14 Capital Projects Plan as described in this report."

Mr. Nuzzo moved to approve the 2013-2014 Capital Projects Plan as described in the report. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Finnemore presented the Energy Efficiency and Security Project Proposal submitted by Mrs. Schmitz, Mrs. Sheronda Glass, Executive Director of Business Services; Mr. Finnemore; and Dr. Hancock, excerpts follow:

"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.

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.

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. A detailed scope of work was developed for each school and that information is summarized in Attachment 2 of this report. 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 \$816,812 for Jeffery Elementary to a high of \$3,095,409 for Vernon Elementary.

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 KUSD since we have in-house capability of managing all phases of these types of projects. Our intent is to control the amount of services provided by the performance contractor to only those

services required by law or would otherwise be more expensive through the use of a different consultant or contractor.

One of the additional benefits 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. We are proposing a reduction of the major maintenance budget of \$500,000 per year for 3-4 years. The second portion of this report provides a recommendation on how this money should be used for the benefit of our students, staff and public.

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 \$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 (as determined by the number of voters at the last gubernatorial election), 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 (as defined in (1.) above), 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, we are contemplating a 20-year bond issue with a "wraparound" structure. As shown on Attachment 4, 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 (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.

Lastly, KUSD also has an opportunity to refinance the 2002 Bonds. As shown on Attachment 5, the estimated savings associated with the refinancing is over \$225,000, or approximately \$75,000/year in 2014-2016. To create efficiency in issuance costs, the refinancing could be done in conjunction with the energy efficiency financing.

One thing that we do not think everyone is aware of is the fact that not all of our schools have security cameras in them. Most of the schools that have cameras have purchased them using grant or private funds with the primary exception being new schools constructed after the year 2000. There are currently cameras in 23 schools and the Education Support Center, and 14 schools that do not have any cameras. Attachment 7 provides a summary of the camera status of each of the buildings.

There are several changes that we are proposing; the following is a brief description of each of these changes as well as a cost estimate for each of them.

Security Cameras: This improvement would install cameras and digital video recording systems at the 14 schools without any cameras and a number of schools with only a small number of cameras. Of the 14 schools without any cameras, 13 are elementary schools and 1 is a middle school (Lincoln MS). A detailed summary of the number of the cameras needed and the associated cost estimated is provided as part of Attachment 7. The estimated cost to provide a comprehensive camera system at all of our schools is \$190,800.

Security Camera Head End System: Currently the camera systems that we have in our schools are local to each school. The schools have digital video recording (DVR) systems that records the video fed into it from multiple cameras. The DVR systems can hold data for a varying amount of days depending on how many cameras feed into them and how much video is being collected. This allows the school at least a few days to look back on video footage if a situation is not recognized immediately. This type of system works fairly well for collecting data after the fact, but is not very useful during an emergency as the video is not available anywhere except in the school itself. As we have developed and installed systems, we have kept open the option of linking all of the systems together back to a server(s) that would be accessible by approved KUSD personnel and local enforcement. Attachment 8 provides a breakdown of the costs associated with implementing this type of system. This would include a one-time cost of \$259,725 and a reoccurring cost of \$15,000 per year for licensing fees. This type of system has become commonplace in schools and communities across the country and would allow our local police and sheriff departments real-time access to all of the cameras in our schools in the event of an emergency.

Security Systems on One Common Software System: As mentioned earlier, we have a number of other security hardware devices in the district including card access systems for exterior and selected interior doors, door bells at a handful of elementary schools, and audio/video entry systems on the main exterior door(s) to our schools. These systems are managed by software programs. We currently have two different systems split fairly evenly amongst our buildings. Attachment 6 shows the breakdown of the two systems and an estimated cost to convert all of the buildings to the more sophisticated TAC system. The TAC system is the more logical choice as we have TAC building control systems in several schools for the HVAC systems. The estimated cost for this is \$162,000.

Addition of Door Bells at Elementary Schools: A handful of our elementary schools have door bells that ring in areas other than just the main office. This is especially useful for being able to keep the school locked after hours when parents are coming to pick up their children from the after school programs at the schools. The most typical locations where the doorbells ring are cafeterias or gymnasiums. This allows the parent to alert the after school

program people that they are the door as opposed to keeping a door unlocked. The estimated cost to install a doorbell at every elementary school is \$2,250.

Phones in Every Classroom: Besides additional cameras, the other biggest request we get is to provide telephones in every classroom. The requests are not just for security reasons but having a phone in every classroom does provide a major improvement to just having the local intercom that communicates with the main office allowing for private conversations for security or other things such as student behavioral issues. Our standard design which has been installed in 10 schools and the ESC is a Voice over Internet Protocol (VoIP) system. Attachment 9 shows the current status of VoIP installation in the District as well as an estimated number of phones needed for the remainder of the schools. The estimated cost for VoIP installation in every school is \$800,000.

Instantaneous Mass Notification System: A number of schools and ESC staff have wanted a push button notification system in the main office/front desk to alert the rest of the building of an intruder. In researching the various options available, one product stood head and shoulders above everything else. This is a product called Singlewire InformaCast which can use push buttons, Voice over IP phones, computers (provided the software is up and running), and other electronic devices to initiate pre-recorded notifications. If we couple this with the VoIP and security camera head end system, we could have the ability to provide a warning from every classroom in the district as well as automatically pull up the nearest camera to where the warning was initiated. The system will also allow this information to be transmitted in real-time to the police and sheriff departments including in squad cars. We could either purchase the software for \$66,735 along with an annual maintenance agreement or lease for \$18,900 per year

Overall Cost Estimate:

• Camera Systems	\$190,800
• Security Head-End System	\$259,725
• Common Software System	\$162,000
• Door Bells	\$ 2,250
• VoIP Phones	\$800,000
• Singlewire	\$ 66,735/18,900
• Total One-Time Costs	\$1,500,410
• \$15,000 in annual licensing fees	

Our 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.

This report was reviewed by both the Audit, Budget, and Finance and Planning, Facilities, and Equipment Committees at the June 11, 2013 meeting, and the joint Committees unanimously recommended that it be forwarded on to the full Board for consideration.

Administration recommends School Board approval of the Energy Efficiency and Security Project Proposal as described in this report. Further approvals of the energy efficiency projects will be necessary at subsequent meetings as described in this report.”

Mrs. Snyder moved to approve the Energy Efficiency Project Proposal. Mr. Bryan seconded the motion. Unanimously approved.

Mrs. Taube moved to approve the Security Project Proposal. Mr. Flood seconded the motion. Unanimously approved.

Mr. Tarik Hamdan, Budget and Grant Manager, presented the Board Approved Fees for the 2013-2014 School Year submitted by Mrs. Schmitz, Mr. Hamdan, and Dr. Hancock, excerpts follow:

“As a component of the budget development process a review of the fees charged is conducted every year. Consistent with prior years, Finance has met with various stakeholders that administer fees to review the procedures and adequacy of the current fees. A Fee Sub Committee has also been established thru the Budget Council which consisted of members of the Finance Department and School Principals.

Administration is recommending only one change to the 2013-2014 Base User Fee Schedule. In conjunction with eliminating the \$24 Physical Education High School Course Fee which was assessed only to students with Physical Education on their schedule, an additional \$3 will be added to the High School Base User Fee for all students. This recommendation is the result of a drastic reduction in the cost of towel service as well as the elimination of the cost of providing swim suits. As this fee was the last remaining High School Course Fee driven by a student’s schedule, the streamlining of fees will be complete and efficiencies will be gained by the increased simplicity and standardization.

The Athletics Department is proposing a new fee for students participating in Hockey. The \$900/player fee is currently being collected by the Hockey Booster Club which presents a liability issue, since KUSD would still be responsible for paying the ice time even if the collected money were to get “lost.” Making this an official KUSD fee will protect us from any potential mishandling of the funds. Ice time is the major component of the fee. Administration proposes that we make this an official KUSD Athletic fee and handle the collections and payment for ice time directly. Parents are currently paying this exact amount to the Booster Club, which is relatively inexpensive for Hockey. The alternative to this fee would be for the KUSD Board to direct the Athletics Department to fund this costly sport out of the general fund.

District practice has been to consider the consumer price index (CPI) for the Chicago, Kenosha and Milwaukee urban area, and the District’s overall costs to maintain facilities. In addition, the District has taken into consideration square footage and building amenities. Attachment B is a comparison of the prior five (5) years’ building use fees compared to the proposed building use fees.

The Facilities Department has overhauled and streamlined the fee schedule in order to implement the new “School Dude” software for on-line rentals. Some fees have been consolidated and they are now more consistent between buildings. Additional rates have

also been added for the enhanced turf fields. This simplified rate schedule also includes an additional 3% increase to account for CPI changes.

Administration is recommending no change to adult recreation fees for activities through the Recreation Center. No change is recommended for student fees for other activities organized by the Recreation Center. See Attachment C for a comparison indicating the recreation fees for the last seven (7) years and the proposed fees for fiscal year 2013-2014.

After discussions with DPI CLC grant advisors, administration is recommending that the CLC fee be eliminated for the fiscal year 2013-14. Collection of these fees has proven to be extremely challenging and at times prohibitive to participation. KUSD needs to find a more sustainable way to fund the CLC program after the grants expire if we wish to continue offering this.

After reviewing the DPI issued guidance on Summer School Fees, we found that we lack the justification for charging Summer School Fees. Without detailed lists from our Summer School Coordinators/Principals on the exact consumable items that students would be using, the fees are not allowable. In general, an Aided Summer School Program shall be at no cost to a resident student; even field trip fees (if instructional) are not allowable.

At its June 11, 2013 meeting, the Audit, Budget and Finance Committee voted to forward this report to the Board of Education for consideration. Administration recommends that the Board of Education establish the fiscal year 2013-2014 fees for Students, Building Use and Recreation at the indicated rates. It is also recommended that the student fee structure be reflected in the General Fund's revenue and expenditures for the 2013-2014 District Budget.”

Mrs. Taube moved to approve the 2013-2014 fees for students, building use, and recreation at the indicated rates and the student fee structure be reflected in the General Fund's revenue and expenditures for the 2013-2014 District budget. Mrs. Snyder seconded the motion. Unanimously approved.

Dr. Hancock introduced the FY14 Preliminary Budget submitted by Mrs. Schmitz, Mr. Hamdan, and Dr. Hancock, excerpts follow:

“Per Board Policy 3100, Annual Operating Budget, the Kenosha Unified School District Administration is currently in the process of developing a preliminary budget incorporating assumptions based on information from Governor Walker’s proposed biennial budget, and the Department of Public Instruction.

The initial budget projections were built based on conservative estimates and first presented to the Audit/Budget/Finance Committee and full School Board in April. Since that time Administration has continued to analyze the projected student enrollment, made adjustments for further known reductions in health insurance, and made adjustments for additions to the operating budget.

These next few months are critical to the District in ensuring a timely implementation to meet the budget timeline, and preparation for the 2013-2014 school year. The state budget is

not expected to be finalized until July once the recent State Joint Finance Committee motions are passed by the State Assembly and Senate. Further adjustments could be made as a result of these motions, namely impact from vouchers and enrollment, and changes to the revenue limit through additional per pupil funding.

The Kenosha Unified School District's proposed budget for 2013-2014 will be prepared in accordance with the budgeting and financial operations policies for the District and will be prepared to conform to existing State of Wisconsin requirements. It is the desire of Administration to present the Board of Education an appropriate balanced budget, taking into consideration the beliefs, parameters and objectives of the Transformation Plan and the ongoing instructional and fiscal responsibilities of Administration. As always, the budget is developed and implemented with the ultimate goal of meeting the needs of all our students.

Attached to this report is detail of the budget assumptions presented at the June 11th Audit/Budget/Finance Committee. Administration requests that the Board review these preliminary assumptions knowing that they may be adjusted based on developments from the state biennial budget.”

Mr. Nuzzo moved to approve the preliminary budget assumptions as contained in the agenda. Mrs. Snyder seconded the motion.

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

Mrs. Taube moved to approve reference numbers 14, 15, 16, 17, 30, 31, 32, 37, 41, 42, 43, 44, 47, 48, 57, and any reference numbers that include grant funding of the preliminary budget assumptions presented in the agenda packet. Mr. Flood seconded the motion.

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

Mrs. Stevens indicated that the remaining preliminary budget assumptions not approved this evening will be forwarded to the Audit/Budget/Finance Committee on July 9th for further discussion.

Mrs. Coleman requested that any questions pertaining to the preliminary budget assumptions be forwarded to the Superintendent's Office within the next five business days to ensure that all questions can be answered at the July 9th Committee meeting.

Ms. Stevens introduced revised Policy/Rule 6300 – Curriculum Development and Improvement as a second reading.

Mr. Bryan moved to approve revised Policy/Rule 6300 – Curriculum Development and Improvement as a second reading. Mr. Flood seconded the motion.

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

Board members took a recess at 9:02 P.M. and reconvened at 9:10 P.M.

Mr. Keckler presented the Board Room Technology Upgrades submitted by Mr. Finnemore, Mr. Hamdan, Mr. Keckler, and Dr. Hancock, excerpts follow:

"The Kenosha Unified main board room is utilized for many district and community functions. District board meetings, professional development, and public events are just some of the activities that have the board room area (both rooms) utilized for an average of 30+ hours a week. Due to the high volume and diverse use, the existing technology is either in a state of failure or very low quality. The sound system has recently failed completely, and the projector system barely presents a weak image. The opportunity to replace much of this technology was realized with the Microsoft Cy Pres settlement. Portions of the project will be handled in-house, but there are many areas with new technology that require assistance from outside partners. Major portions of the renovation include a new projector, screen, audio components, lighting, wireless controls, portable devices, a new podium, and increased broadcasting capabilities.

The Microsoft Cy Pres Program (March 2010) was the result of a settlement of class action lawsuits brought on behalf of consumers, businesses and governments concerning certain Microsoft purchases. Under the terms of the court-approved Settlement Agreement, a "Cy Pres" award in the form of vouchers may be used by eligible public schools/districts to purchase a wide variety of computer software and hardware products and services. Schools were identified as meeting the poverty threshold for the Cy Pres settlement and the district as a whole was the designated recipient of the vouchers. The funds are reimbursements for qualified purchases (usually certain software and hardware) that the district is able to distribute among the qualified locations. The finance department usually submits two (2) claims a year. To date, KUSD has received \$2.85 million in vouchers, with a hopeful cap of \$3.45. Kenosha can continue to submit claims through October 31st, 2013. This program has benefitted not only each of the identified schools, but the district as a whole.

Information Services and Instructional Technology are two of the main departments that have contributed to these qualifying purchases, with major contributions obtaining additional Microsoft Office licenses and wireless access in all of the district buildings. For example, the proposed costs to upgrade the board room technology will be covered by a voucher resulting from maintenance software purchases in Information Services to the qualifying schools. The original IS budget was used for the original costs for school-related purchases, then a claim was submitted and the IS department received a voucher.

In preparation for the board room renovation, the IS and facilities departments held initial planning meetings (12/18, 2/1, 2/13) to determine the needs and scope. The technology and room renovations have been mentioned and/or discussed at multiple agenda meetings and board meetings. An RFP (Request for Proposal) process was used for the majority of the technology needs, including installation of highly technical components. RFP #4778 was communicated on April 22nd, 2013, with four (4) vendors participating in the mandatory May 1st, walk-through of the facility. Two (2) vendors submitted proposals, with the final selection of Camera Corner (Green Bay) on May 13th. The accepted bid is for just over \$85,000, which includes installation, configuration, and training. The installation for the main project is scheduled for the week of July 15th. This allows a full week of access, with identification of alternative options in case any unforeseen issues arise.

This informational board room update report was at the request from the Board President.”

Ms. Stevens introduced revised Policy 8810 – Rules of Order.

Mr. Flood moved to approve revised Policy 8810 – Rules of Order with the addition of “A majority vote by the Board could extend this time limit by a specified amount of time. Board comments must be directly related to published agenda items per Wisconsin’s Open Meeting Law” to #11. Mrs. Taube seconded the motion. Mr. Flood withdrew his motion.

Mr. Flood moved to defer revised Policy 8810 – Rules of Order until next month and have an attorney present. Mr. Nuzzo seconded the motion. Unanimously approved.

Ms. Stevens indicated that she would contact the attorney to discuss revised Policy 8810 and then determine if it will be sent to the appropriate Committee or to the School Board.

Ms. Michele Wiberg, Director of Wisconsin Public Finance at PMA Financial Network, Inc., presented the Initial Resolution Authorizing General Obligation Bonds submitted by Mr. Finnemore, Mrs. Schmitz, Mrs. Glass, and Dr. Hancock, excerpts follow:

“At a Special Board Meeting on May 21, 2013, an initial presentation of the Energy Efficiency and Security Project Proposal was made. This project is based upon provisions in 2011 Wisconsin Act 32 and the need for improvements and repairs necessary for increasing energy efficiency and energy operations within KUSD buildings. Michele Wiberg of PMA Securities was on hand at that meeting to answer questions and provide further detail.

As stated in the Proposal, the total cost of these projects is estimated to be \$16,689,540 and will be funded by long-term debt issuance in Fund 38. The attached resolution authorizes an amount *not to exceed* \$17,000,000, so that unforeseen costs do not become prohibitive to the project completion.

The attached resolution is the “Initial Resolution” that is discussed in the Proposal and is required to be approved in order to be in compliance with issuing Fund 38 debt (non-referendum debt). With this Board approval, a Public Hearing is also required since the maturity of the proposed debt will exceed ten years; therefore Exhibit A, Notice to the Electors (also attached) is to be published in the Kenosha News on July 1, 2013.

For convenience, next steps as stated in the Energy Efficiency and Security Project Proposal are as follows:

- Issue RFP for Performance Contractor – June 26th
- Publish Notice to the Electors – July 1st
- Public Hearing – July 9th (starts 30-day petition period)
- Final Board Approval – August 13th
- Board Approval for Sale of Bonds – August 27th
- Project Completion by September 2015

On June 11th the Audit/Budget/Finance Committee reviewed the Energy Efficiency and Security Project Proposal and voted to forward the Proposal to the full Board. Administration requests that the Board (1) approve the attached Initial Resolution and call for public hearing and (2) authorize the Board Officers and District Administration to execute all related documents.”

Mr. Flood moved to approve the attached Initial Resolution, call for public hearing, and authorize the Board Officers and District Administration to execute all related documents. Mr. Nuzzo seconded. Unanimously approved.

Ms. Stevens introduced revised Policy/Rule 6432 – Class Size as a first reading.

Mr. Flood moved to approve revised Policy/Rule 6432 – Class Size as a first reading. Mr. Bryan seconded the motion. Motion carried. Mr. Nuzzo, Mrs. Snyder, and Mrs. Coleman dissenting.

Ms. Stevens introduced revised Policy/Rule 3420 – Purchasing.

Mrs. Taube moved to approve revised Policy/Rule 3420. Mr. Flood seconded the motion. Mrs. Taube withdrew her motion.

Mrs. Taube moved to forward revised Policy 3420 – Purchasing to the July 9, 2013 Audit, Budget, Finance Committee for consideration. Mr. Flood seconded the motion. Unanimously approved.

Ms. Stevens introduced the Employee Handbook.

Mr. Flood moved to postpone the effective date of the KUSD Employee Handbook until district administration work with the President and Vice President of the School Board, representatives from the KEA, AFSCME local 2383, and SEIU Local 169 to collaborate and establish a handbook for their respective groups to be presented to the School Board for approval on Tuesday, July 28, 2013. Mr. Bryan seconded. Motion carried. Mr. Nuzzo, Mrs. Snyder, and Mrs. Coleman dissenting.

Mrs. Glass introduced the AST Compensation Policy.

Mrs. Taube moved to approve the effective date of the KUSD AST agreement until district administration work with the President and Vice President of the School Board, representatives from the AST group to collaborate and update changes to the AST agreement, to be presented to the School Board for approval on Tuesday, July 28th, 2013. Until final action regarding the handbook is taken by the Board of Education, the current agreement arrangements in place for the AST group will remain in effect. Mr. Flood seconded the motion. Motion carried. Mrs. Coleman abstaining. Mr. Nuzzo and Mrs. Snyder dissenting.

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

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

Ms. Stevens introduced the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations.

Mr. Flood moved to approve the Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations as presented in the agenda. Mr. Nuzzo seconded the motion. Unanimously approved.

Meeting adjourned at 10:33 P.M.

Stacy Schroeder Busby
School Board Secretary