



## **REGULAR MONTHLY BOARD MEETING**

**August 26, 2014**

**7:00 PM**

**Educational Support Center  
Board Meeting Room  
3600-52<sup>nd</sup> Street  
Kenosha, Wisconsin**

*This page intentionally left blank*



Regular School Board Meeting  
August 26, 2014  
Educational Support Center  
7:00 PM

I. Pledge of Allegiance	
II. Roll Call of Members	
III. Awards/Recognition	
A. Outstanding American High School Drama Teacher	
IV. Administrative and Supervisory Appointments	
V. Legislative Report	
VI. Views and Comments by the Public	
VII. Response and Comments by Board Members (Three Minute Limit)	
VIII. Remarks by the President	
IX. Superintendent's Report	
X. Consent Agenda	
A. Consent/Approve	4
Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations	
B. Consent/Approve	9
Minutes of 7/22/14 Special Meeting and Executive Session, 7/22/14 Regular Meeting and 7/15/14 Special Meeting	
C. Consent/Approve	21
Summary of Receipts, Wire Transfers and Check Registers	
XI. Old Business	
A. Discussion/Action	27
School Board Policy 5431 - Student Dress Code (First and Second Reading)	
B. Discussion/Action	31
Provisions Governing the Transportation of Students Attending Public and Private Schools for the 2014-2015 School Year	
C. Discussion/Action	35
Renewal of Southeastern Wisconsin School Alliance Membership	

XII. New Business	
A. Discussion/Action	40
Elementary School Multiage Waivers	
B. Discussion/Action	42
Essential Non-Policy Handbook Items	
C. Discussion/Action	49
Seclusion and Restraint Requirement Report: WI Act 125	
D. Discussion	58
Educator Effectiveness System Implementation	
E. Discussion/Action	90
Donations to the District	
XIII. Other Business as Permitted by Law Tentative Schedule of Reports, Events and Legal Deadlines For School Board (August-September)	91
XIV. Predetermined Time and Date of Adjourned Meeting, If Necessary	
XV. Adjournment	

**Kenosha Unified School District**

**Kenosha, WI**

**August 26, 2014**

The Human Resources recommendations regarding the following actions:

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>	<b>SALARY</b>
Appointment	Jovanovic	Katarina	Bullen Middle School	Grade 8 English	Instructional	08/25/2014	1	\$38,377.00
Appointment	Acosta	Amanda	Brass Community School	Grade 2	Instructional	08/25/2014	1	\$38,377.00
Appointment	Niespodziany	Rosalia	Bradford High School	Italian	Instructional	08/25/2014	0.83	\$31,852.91
Appointment	Macias	Maria	Lincoln Middle School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$38,377.00
Appointment	Mede	Nicole	Tremper High School	Chemistry	Instructional	08/25/2014	1	\$38,377.00
Appointment	Lange	Theresa	KTEC	Kindergarten	Instructional	08/25/2014	1	\$38,377.00
Appointment	Duros	Anthony	Tremper High School	English	Instructional	08/25/2014	0.83	\$31,852.91
Appointment	Burgess	Megan	Hillcrest	Social Studies	Instructional	08/25/2014	1	\$38,377.00
Appointment	Connolly	Kelly	Jefferson Elementary School	ESL	Instructional	08/25/2014	0.5	\$21,133.00
Appointment	Vallejos	Moises	Lincoln Middle School	ESL	Instructional	08/25/2014	1	\$38,377.00
Appointment	Evans	Roy	Washington Middle School	At-Risk	Instructional	08/25/2014	1	\$52,310.00
Appointment	Ausse	Ashley	Jeffery Elementary School	Special Education CDS	Instructional	08/25/2014	1	\$38,377.00
Appointment	Hoel	Heidi	Lincoln Middle School	Grade 6	Instructional	08/25/2014	1	\$38,377.00
Appointment	Escobedo	Julio	EBSOLA - Dual Language	Grade 3 Dual Spanish	Instructional	08/25/2014	1	\$38,377.00
Appointment	Sucevich	Melissa	Indian Trail Academy	Family Consumer Education	Instructional	08/25/2014	1	\$41,877.00
Appointment	Houghton	Amber	McKinley Elementary School	Kindergarten	Instructional	08/25/2014	1	\$45,377.00
Appointment	St. Martin	Ryan	Brompton School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$38,377.00
Appointment	Bohm	Gigi	McKinley Elementary School	Grade 1	Instructional	08/25/2014	1	\$76,934.00
Appointment	Theis	Jessica	Bullen Middle School	Science	Instructional	08/25/2014	1	\$38,377.00
Appointment	MacCready	Maureen	Vernon Elementary School/ Grant Elementary	ESL	Instructional	08/25/2014	0.83	\$31,852.91
Appointment	Aquino	Nicole	Bullen Middle School	Dual Language	Instructional	08/25/2014	1	\$46,114.00
Appointment	Bradley	Kelly	EBSOLA-Creative Arts	Grade 5	Instructional	08/25/2014	1	\$57,741.00
Appointment	Singh	Harpuneet	Pleasant Prairie Elementary	ESL	Instructional	08/25/2014	0.5	\$20,938.50
Appointment	Charles	Joey	Reuther Central High School	Business/Alt Ed / AIS	Instructional	08/25/2014	1	\$54,662.00
Appointment	Gray	Erin	Lincoln Middle School	Science / Social Studies	Instructional	08/25/2014	1	\$38,377.00
Appointment	Maedke	Amanda	McKinley Elementary School	Grade 4	Instructional	08/25/2014	1	\$38,377.00
Appointment	Simonich	Keri	Reuther Central High School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$46,241.00
Appointment	Singer	Kristen	Lincoln Middle School	Performing Arts	Instructional	08/25/2014	1	\$41,956.00
Appointment	Cope	Nancy	Tremper High School	Chemistry	Instructional	08/25/2014	0.83	\$36,757.38
Appointment	Richardson	Elissa	Bullen Middle School	General Music / Performing Arts	Instructional	08/25/2014	1	\$38,377.00
Appointment	Mogensen	Lauren	Nash Elementary School	Special Education - CDS	Instructional	08/25/2014	1	\$38,377.00
Appointment	Dahms	Allyson	KTEC	Grade 1	Instructional	08/25/2014	1	\$38,377.00
Appointment	Cantrell	Jennifer	Bradford High School	English	Instructional	08/25/2014	1	\$38,377.00
Appointment	Maegaard	Jennifer	Nash Elementary School	ESL	Instructional	08/25/2014	0.5	\$29,679.50
Appointment	Berger	Alyssa	Somers Elementary School	4K Teacher	Instructional	08/25/2014	1	\$38,377.00
Appointment	Hamilton	Jeanne	Lakeview Tech	Social Studies	Instructional	08/25/2014	0.67	\$28,318.22

**Kenosha Unified School District**  
**Kenosha, WI**  
**August 26, 2014**

The Human Resources recommendations regarding the following actions:

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>	<b>SALARY</b>
Appointment	Giles	Brianne	Information Services	Secretary I	Secretarial	07/21/2014	1	\$17.00
Appointment	Gildenstern	Stacy	Distribution/Utilities	Duplicating Operator	Secretarial	07/14/2014	1	\$18.03
Appointment	Sinnen	Luann	Tremper High School	Business/Marketing	Instructional	08/25/2014	0.92	\$35,306.84
Appointment	Spencer	Jeffrey	Indian Trail Academy	Math	Instructional	08/25/2014	1	\$38,377.00
Appointment	Miller	Kaitlin	Lance Middle School	English	Instructional	08/25/2014	1	\$38,377.00
Appointment	Hoeksema	John	Tremper High School	Physical Education / Family and Consumer Education	Instructional	08/25/2014	0.84	\$32,236.68
Appointment	Boston	Erin	Southport Elementary School	Library Media Specialist	Instructional	08/25/2014	0.75	\$39,164.25
Appointment	Gruenke	Genesis	Jefferson Elementary School	Multi-Age 3/4	Instructional	08/25/2014	1	\$38,377.00
Appointment	Greinke	Michael	Bradford High School	English	Instructional	08/25/2014	1	\$70,813.00
Appointment	Michalski	Melanie	Wilson Elementary School	Multi-Age 2/3	Instructional	08/01/2014	1	\$38,377.00
Appointment	Kachur	Jessica	Bradford High School	Math	Instructional	08/25/2014	1	\$50,176.00
Appointment	Hamdan	Sireen	Lance Middle School	Grade 6 Science	Instructional	08/25/2014	1	\$38,377.00
Appointment	Gordon	Sarah	Wilson Elementary School	Special Education Early Childhood	Instructional	08/01/2014	0.5	\$20,355.00
Appointment	Ruffolo	Alessandra	Jefferson Elementary School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$38,377.00
Appointment	Gerber	Kimberly	Bradford High School	ESL	Instructional	08/25/2014	1	\$42,511.00
Appointment	Baratta	Amy	LAP/Bullen	ESL Teacher	Instructional	08/25/2014	1	\$38,377.00
Appointment	Fox	Rachel	Grade 3	Stocker Elementary	Instructional	08/25/2014	1	\$42,266.00
Appointment	Krupp	Andrew	School Psychologist	Special Education & Student Support Coordinator	Instructional	08/25/2014	1	\$42,850.00
Appointment	Kidd	Kim	Bradford High School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$45,183.00
Appointment	Seay	Samantha	Jefferson Elementary School	Library Media Specialist	Instructional	08/25/2014	1	\$53,364.00
Appointment	McElroy	Ebonie	Lincoln Middle School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$42,266.00
Appointment	Schroeter	Eric	Lakeview Tech	Biology/Chemistry	Instructional	08/25/2014	1	\$55,231.00
Appointment	Roberts	Carrie	Jefferson Elementary School	Kindergarten	Instructional	08/25/2014	1	\$38,377.00
Appointment	Slotkus	Dana	Prairie Lane Elementary School	Multi-Age 4/5	Instructional	08/25/2014	1	\$40,128.00
Appointment	Santelli	Monica	Mahone Middle School	ESL	Instructional	08/25/2014	1	\$38,377.00
Appointment	Leinberger	Joshua	Harborside Academy	Physics	Instructional	08/25/2014	1	\$38,377.00
Appointment	Butler	Brittnee	Lincoln Middle School	English Grade 8	Instructional	08/25/2014	1	\$38,377.00
Appointment	Alan	Caris	Harborside Academy	Physical Education	Instructional	08/25/2014	1	\$38,377.00
Appointment	Hagan	Stephanie	Special Education & Student Support	Speech Therapist	Instructional	08/25/2014	1	\$42,266.00
Appointment	Bergemann	Amanda	Reuther Central High School	English	Instructional	08/25/2014	1	\$38,377.00
Appointment	Picard	Anna	Lincoln Middle School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$38,377.00
Appointment	Aseltine	Stephanie	Stocker Elementary School	ESL	Instructional	08/25/2014	1	\$41,877.00
Appointment	Lojeski	Todd	EBSOLA-Creative Arts	Grade 3	Instructional	08/25/2014	1	\$58,239.00
Appointment	Mikolajczyk	Callie	Mahone Middle School	Science	Instructional	08/25/2014	1	\$38,377.00
Appointment	Coshun	Kristine	Washington Middle School	English/Social Studies	Instructional	08/25/2014	1	\$38,377.00
Appointment	Garza	Rachel	Harborside Academy	Special Education Cross Categorical	Instructional	08/25/2014	1	\$40,128.00

**Kenosha Unified School District**

**Kenosha, WI**

**August 26, 2014**

The Human Resources recommendations regarding the following actions:

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>	<b>SALARY</b>
Appointment	Kraning	Amber	Special Education & Student Support	Secretary III	Secretarial	07/28/2014	1	\$20.15
Appointment	Gorski	Steven	Reuther Central High School	Math	Instructional	08/25/2014	1	\$42,673.00
Appointment	Weaseman	Brittany	Wilson Elementary School	Multi-Age 2/3	Instructional	08/01/2014	1	\$39,106.00
Appointment	Williams	Rebecca	Vernon Elementary School	Special Education - LD	Instructional	08/01/2514	1	\$39,106.00
Appointment	Green	Sarah	Forest Park Elementary School/ Wilson EL	ESL	Instructional	08/01/2014	1	\$39,106.00
Appointment	Heischberg	Jonathon	Bradford High School	Family Consumer Education	Instructional	08/25/2014	1	\$39,106.00
Appointment	Summerfield	Brian	Bradford High School	History	Instructional	08/25/2014	1	\$39,106.00
Appointment	Slawson	Christine	Bose Elementary School	Special Education-LD	Instructional	08/25/2014	1	\$76,934.00
Appointment	Johnson	Susan	LAP Department	ESL	Instructional	08/25/2014	0.6	\$32,232.00
Appointment	Lindo	William	ITA	ROTC-Business	Instructional	08/25/2014	1	\$49,806.00
Appointment	Gallo	Marcus	Tremper High School	History	Instructional	08/25/2014	0.33	\$14,800.83
Appointment	Diouf	Mamadou	EBSOLA-Creative Arts	Grade 5	Instructional	08/25/2014	1	\$62,893.00
Appointment	Kueny	Marie	EBSOLA-Dual Language	School Counselor	Instructional	08/25/2014	1	\$45,030.00
Appointment	Petersen	Rachel	Hillcrest	Special Education-ED	Instructional	08/25/2014	1	\$39,106.00
Appointment	Truesdell	Julie	Wilson Elementary School	Multi-Age K/1	Instructional	08/01/2014	1	\$39,106.00
Appointment	Armstrong	Jeanette	Lance Middle School	Science	Instructional	08/25/2014	1	\$42,673.00
Appointment	Kotarak	Jered	Bradford High School	Interim Assistant Principal	Administration	08/27/2014	1	\$95,786.00
Appointment	Gonzalez	Mitzi	Stocker Elementary School	Student Support Specialist	Miscellaneous	08/29/2014	0.49	\$15.96
Appointment	Hargrove	Mark	Chavez Learning Station	Family Service Provider	Miscellaneous	08/11/2014	1	\$15.03
Appointment	Casper	Anthony	Indian Trail Academy	Interim Assistant Principal	Administration	08/04/2014	1	\$89,591.00
Appointment	Szejna	Melissa	Hillcrest	Social Worker	Instructional	08/25/2014	1	\$43,069.00
Appointment	Gates	Michelle	Reuther Central High School	Reading	Instructional	08/25/2014	1	\$72,743.00
Appointment	Brasher	Hannah	Lincoln Middle School	Math	Instructional	08/25/2014	1	\$39,106.00
Appointment	Yetter	Tracey	Reuther Central High School	Special Education Cross Categorical	Instructional	08/25/2014	1	\$59,319.00
Appointment	Peregrini	Nelly	Bradford High School	Spanish	Instructional	08/25/2014	1	\$39,106.00
Appointment	Reed	Christopher	Lance Middle School	Special Education	Instructional	08/25/2014	1	\$39,106.00
Appointment	Millsaps	Allison	Brompton School	General Music	Instructional	08/25/2014	1	\$39,106.00
Appointment	Sack	Peter	Indian Trail Academy	Science	Instructional	08/25/2014	1	\$41,483.00
Appointment	Garin	Jennifer	Physical Education	Elementary PE	Instructional	08/04/2014	1	\$46,041.00
Appointment	Krupecki	William	Indian Trail Academy	Physics	Instructional	08/25/2014	1	\$39,106.00
Appointment	Chapa	Alicia	Reuther Central High School	Secretary II	Secretarial	08/11/2014	1	\$18.37
Appointment	Owens	Daniel	Indian Trail Academy	Business/Marketing	Instructional	08/25/2014	0.76	\$29,720.56
Appointment	Fiegel	Nina	Lance Middle School	Performing Arts	Instructional	08/25/2014	1	\$39,106.00
Appointment	Borkowski	Jeanette	Indian Trail Academy	English	Instructional	08/25/2014	1	\$48,022.00
Appointment	Ratowski	Danielle	Indian Trail Academy	English	Instructional	08/25/2014	1	\$39,106.00
Appointment	Worcester	Kimberly	Grant Elementary School	Grade 5	Instructional	08/25/2014	1	\$39,106.00
Appointment	Dietman	Taylor	Curtis Strange	Special Education - Early Childhood	Instructional	08/25/2014	1	\$39,106.00

**Kenosha Unified School District**

**Kenosha, WI**

**August 26, 2014**

The Human Resources recommendations regarding the following actions:

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>	<b>SALARY</b>
Appointment	Wade	Susan	Bradford High School	Secretary III	Secretarial	08/13/2014	1	\$19.10
Appointment	Vieth	Michael	Tremper High School	Security	ESP	08/29/2014	1	\$15.33
Appointment	Allen	Lori	McKinley Elementary School	Special Education - LD	Instructional	08/25/2014	1	\$46,041.00
Appointment	Romanek	Elizabeth	McKinley Elementary / Grant Elementary	Library Media Specialist	Instructional	08/25/2014	1	\$70,517.00
Appointment	Price	Madeline	Mahone Middle School	Music	Instructional	08/25/2014	1	\$39,106.00
Appointment	Lawrence	Molly	Nash Elementary School	Grade 5	Instructional	08/25/2014	1	\$40,296.00
Appointment	Ahonen	Aaron	Bradford High School	Physical Education	Instructional	08/25/2014	1	\$39,106.00
Appointment	Wideman	Jacquelyn	Dept. of Special Education	Social Worker	Instructional	08/25/2014	1	\$53,211.00
Appointment	Lux	Jessica	Lincoln Middle School	Social Studies Grade 6	Instructional	08/25/2014	1	\$43,069.00
Appointment	Corso	Anthony	DOL	Science Grade 6-8	Instructional	08/25/2014	1	\$43,069.00
Appointment	Metzger	Karl	Horborside School	English Grade 10	Instructional	08/25/2014	1	\$49,047.00
Appointment	Carpenter	Laura	Washington Middle School	Math/Science	Instructional	08/25/2014	1	\$39,106.00
Appointment	Schibler	Leah	Special Education & Student Support	Occupational Therapy	Instructional	08/25/2014	1	\$43,069.00
Appointment	Sarang	Jennifer	Lance Middle School	Special Education	ESP	08/29/2014	1	\$15.33
Appointment	Marquez	Rachel	Lance Middle School	Special Education - CDS	ESP	08/29/2014	1	\$15.33
Appointment	Meier	Kelly	Brass Community School	Kindergarten	Instructional	08/25/2014	1	\$53,304.00
Appointment	Lowrance	Patricia	Lincoln Middle School	Science/Social Studies Grade 7	Instructional	08/25/2014	1	\$39,106.00
Appointment	Ragalie	Donna	Lincoln Middle School	Science/Social Studies	Instructional	08/25/2014	1	\$39,106.00
Appointment	Vincent	Kathleen	Lincoln Middle School	Grade 6	Instructional	08/25/2014	1	\$78,396.00
Appointment	Gustin	Jessica	EBSOLA-Creative Arts	Grade 5	Instructional	08/25/2014	1	\$48,022.00
Appointment	Wisniewski	Colleen	Brompton School	Special Education-IDEA	ESP	08/29/2014	1	\$15.33
Appointment	Meyer	Megan	ITA	History/Economics/Psychology	Instructional	08/25/2014	1	\$39,106.00
Appointment	Stone	Mark	ITA	Intervention Specialist	Instructional	08/25/2014	1	\$72,803.00
Appointment	Vite	Erika	ITA	Special Education - Cross Categorical	Instructional	08/25/2014	1	\$40,296.00
Appointment	Ebner	Janelle	ITA	Special Education - Cross Categorical	Instructional	08/25/2014	1	\$39,106.00
Appointment	Lundgren	Vanessa	EBSOLA-Creative Arts	Special Education - EBD	Instructional	08/25/2014	1	\$39,106.00
Appointment	Bernhardt	Lindsey	Bradford High School	Social Studies	Instructional	08/25/2014	0.67	\$26,201.02
Appointment	Kaupila	Jamie	Washington Middle School	Special Education - Cross Categorical	Instructional	08/25/2014	1	\$40,296.00
Appointment	Vincer	Sarah	Bradford High School	English	Instructional	08/25/2014	1	\$51,129.00
Appointment	Powell	Carol	Stocker Elementary School	Special Education	ESP	08/29/2014	1	\$15.33
Appointment	Nachtigal	Ryan	ITA	Math	Instructional	08/25/2014	1	\$44,257.00
Appointment	Kopp	Stacey	KTEC (EAST)	English 7/8	Instructional	08/25/2014	1	\$73,809.00
Appointment	Elger	Eric	Mahone Middle School	Math Grade 7	Instructional	08/25/2014	1	\$39,106.00
Appointment	Peyer	Ryan	Bradford High School	Chemistry	Instructional	08/25/2014	1	\$39,106.00
Appointment	McCoy	Rico	EBSOLA-Creative Arts	Grade 5	Instructional	08/25/2014	1	\$46,239.00
Appointment	Houdek	Brett	ESL/LAP	ESL	Instructional	08/25/2014	1	\$39,106.00
Early Retirement	Weyrauch	Linda	Indian Trail Academy	Security	ESP	08/25/2014	1	\$16.29

**Kenosha Unified School District**  
**Kenosha, WI**  
**August 26, 2014**

The Human Resources recommendations regarding the following actions:

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>	<b>SALARY</b>
Early, Early Retirement	Hilker	Deborah	Bradford High School	C.D.S.	Instructional	08/22/2014	1	\$76,934.00
Resignation	Vines	Vicki	Dept. of Special Education	Secretary III (12 Month)	Secretarial	07/25/2014	1	\$19.10
Resignation	Carroll	Michael	Facility Services	Night Custodian - Second Shift	Service	08/01/2014	1	\$21.32
Resignation	Montclair	Lauren	Lincoln Middle School	Spanish	Instructional	06/12/2014	1	\$56,229.46
Resignation	Sokolowski	Briana	Lincoln Middle School	Grade 6	Instructional	06/12/2014	1	\$63,064.00
Resignation	Lutz	Allison	Harvey Elementary School	4K Teacher	Instructional	06/12/2014	1	\$52,374.00
Resignation	Crowe	Michael	Lance Middle School	Cross Categorical	Instructional	06/12/2014	1	\$48,550.00
Resignation	Kraning	Amber	Special Education & Student Support	IDEA Records Clerk	Miscellaneous	07/27/2014	1	\$20.04
Resignation	Lampe	Hannah	Jefferson Elementary School	Grade 4	Instructional	06/12/2014	1	\$38,377.00
Resignation	Smurawa Jr	Arthur	Mahone Middle School	Science	Instructional	06/12/2014	1	\$75,500.00
Resignation	Jones	Nicole	Human Resources	Coordinator of Educator Effectiveness	Administration	08/22/2014	1	\$87,921.00
Resignation	Chatman	Chanette	Mahone Middle School	Cross Categorical	Instructional	08/04/2014	1	\$53,468.00
Resignation	Prudlow	Kelly	Indian Trail Academy	Business	Instructional	08/06/2014	1	\$46,114.00
Resignation	Saskill	Amber	Jefferson Elementary School	Information Health Services	ESP	08/15/2014	0.57	\$14.06
Resignation	Witt	Kari	Indian Trail Academy	English	Instructional	08/07/2014	1	\$50,176.00
Resignation	Huck	Amy	Washington Middle School	Math	Instructional	08/02/2014	1	\$38,377.00
Resignation	Hegemann	Stefanie	Indian Trail Academy	Cross Categorical	Instructional	08/11/2014	1	\$46,274.00
Resignation	Campbell	Patricia	Lincoln Middle School	Library Clerical Assistant (10 month)	Secretarial	08/08/2014	1	\$26,608.40
Resignation	Freng	Kaitlin	Lincoln Middle School	Math	Instructional	08/11/2014	1	\$38,377.00
Resignation	Ackley	Claire	Bradford High School	Special Education	ESP	08/22/2014	1	\$15.08
Resignation	Plank	Rebecca	4K Program	4K Teacher	Instructional	08/12/2014	1	\$70,813.00
Resignation	Cruz	Diana	Lincoln Middle School	Special Education	ESP	08/13/2014	1	\$14.06
Retirement	Jensen	Sandra	Forest Park Elementary School	Grade 2	Instructional	08/12/2014	1	\$76,934.00
Separation	Bruneo	Audrey	HR Leave Status	HR Teacher on Leave	Instructional	07/11/2014	1	\$68,710.00

*This page intentionally left blank*

A SPECIAL MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD JULY 15, 2014

A special meeting of the Kenosha Unified School Board was held on Tuesday, July 15, 2014, at 7:00 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for Discussion on KUSD Meeting Norms, Discussion of Goals for KUSD, Discussion of Protocols for Board and Leadership Council, and Views and Comments by the Public.

The meeting was called to order at 7:05 P.M. with the following members present: Mr. Kunich, Ms. Stevens, Mr. Flood, Mr. Bryan, Mrs. Snyder, Mr. Wade, and Mrs. Coleman. Dr. Peter Jonas, Dr. Mangi, Dr. Savaglio, Dr. Ormseth, Dr. Williams, Mrs. Glass, Ms. Valeri, Mr. Keckler, Mr. Hamdan, and Mrs. Ruder were also present.

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

Dr. Jonas presented the meeting norms established in the team charter which outline how to successfully operate and make decisions together. He then answered questions.

Dr. Jonas reviewed, discussed and made changes to the following established District goals for April, 2014, to April, 2015:

- Analyze and reduce the achievement gap;
- Establish and maintain fiscal responsibility; and
- Build leadership and educational capacity of teachers and staff, including the superintendent.

Dr. Jonas reviewed protocols for the Board, Superintendent, and Leadership Council which included, but were not limited to various policies included in the 8000 policies series.

There were no views or comments from the public.

Meeting adjourned at 9:08 P.M.

These minutes were created from notes taken by Mrs. Snyder.

Stacy Schroeder Busby  
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION  
OF THE KENOSHA UNIFIED SCHOOL BOARD  
HELD JULY 22, 2014

A special meeting of the Kenosha Unified School Board was held on Tuesday, July 22, 2014, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:15 P.M. with the following members present: Mr. Kunich, Ms. Stevens, Mr. Flood, Mr. Bryan, Mrs. Snyder, Mr. Wade, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present.

Mrs. Coleman, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Mrs. Coleman announced that an executive session had been scheduled to follow this special meeting for the purpose of Reviewing the Findings/Order by an Independent Hearing Officer and Personnel: Position Assignments and Compensation and/or Contracts.

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

Roll call vote. Ayes: Mr. Kunich, Ms. Stevens, Mr. Flood, Mr. Bryan, Mrs. Snyder, Mr. Wade, and Mrs. Coleman. Noes: None. Unanimously approved.

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

Mr. Flood excused himself from the room at 6:18 P.M.

1. Review of Findings/Order by Independent Hearing Officer

Mr. Daniel Tenuta, Principal at Kenosha eSchool, arrived at 6:18 P.M. and presented information pertaining to an expulsion and an expulsion modification request.

Dr. Savaglio-Jarvis and Mr. Tenuta were excused at 6:29 P.M.

Mrs. Snyder moved to concur with the recommendation of the hearing officer with respect to the expulsion. Ms. Snyder seconded the motion. Unanimously approved.

Mr. Bryan moved to approve Administration's recommendation with respect to the expulsion modification request. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis and Mr. Flood returned to the meeting at 6:35 P.M.

2. Personnel: Position Assignments and Compensation and/or Contracts

Dr. Savaglio-Jarvis updated the Board on three administrative appointments.

Mrs. Julie Housaman arrived at 6:41 P.M. and answered questions from Board members. Mrs. Housaman was excused at 6:44 P.M.

Mr. Robert Neu arrived at 6:45 P.M. and answered questions from Board members. Mr. Neu was excused at 6:50 P.M.

Meeting adjourned at 6:51 P.M.

Stacy Schroeder Busby  
School Board Secretary

REGULAR MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD JULY 22, 2014

A regular meeting of the Kenosha Unified School Board was held on Tuesday, July 22, 2014, at 7:00 P.M. in the Board Room of the Educational Support Center. Mrs. Coleman, President, presided.

The meeting was called to order at 7:01 P.M. with the following Board members present: Mr. Kunich, Ms. Stevens, Mr. Flood, Mr. Bryan, Mrs. Snyder, Mr. Wade, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present.

Mrs. Coleman, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District. 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.

Mrs. Tanya Ruder, Executive Director of Community Partnerships and Media Relations, presented the 2014 Wisconsin Positive Behavioral Interventions and Supports (PBIS) Network Schools of Merit Awards.

Dr. Savaglio-Jarvis presented three Administrative Appointments.

Ms. Stevens moved to approve Mrs. Julie Housaman as the Interim Assistant Superintendent of Teaching and Learning effective August 4, 2014. Mr. Kunich seconded the motion. Unanimously approved.

Ms. Stevens moved to approve Mr. Robert Neu as Interim Director of Title/CLC Programs effective August 4, 2014. Mr. Wade seconded the motion. Unanimously approved.

Mrs. Snyder moved to approve Mr. Anthony Casper as Interim Assistant Principal at Indian Trail High School and Academy effective August 4, 2014. Mr. Bryan seconded the motion. Unanimously approved.

Mr. Bryan gave the Legislative Report.

There were views and comments by the public.

Board members made their responses and comments.

Mrs. Coleman made her Board President remarks.

Dr. Savaglio-Jarvis presented the Superintendent's Report.

The Board considered the following Consent-Approve items:

Consent-Approve item XI-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations as contained in the agenda.

Consent-Approve item XI-B – Minutes of the 6/23/14, 6/24/14, 6/2/14, and 6/26/14 Special Meeting and Executive Sessions, 6/24/14 Regular Meeting, and the 7/8/14 Special Meeting.

Consent-Approve item XI-C – Summary of Receipts, Wire Transfers, and Check Registers submitted by Ms. Heather Kraeuter, Accounting & Payroll Manager; Mr. Hamdan, Interim Chief Financial Officer; and Dr. Sue Savaglio-Jarvis, excerpts follow:

“It is recommended that the June 2014 cash receipt deposits totaling \$401,556.07, and cash receipt wire transfers-in totaling \$56,131,530.20, be approved.

Check numbers 509590 through 511068 totaling \$8,529,482.76, and general operating wire transfers-out totaling \$ 504,130.79, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the June 2014 net payroll and benefit EFT batches totaling \$12,279,728.55 and net payroll check batches totaling \$5,857.14, be approved.”

Mr. Bryan moved to approve the Consent Agenda as contained in the agenda. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Coleman presented the Adoption of the KUSD School Board and Superintendent Team Charter as contained in the agenda.

Ms. Stevens moved to approve the Adoption of the KUSD School Board and Superintendent Team Charter as presented. Mr. Kunich seconded the motion. Unanimously approved.

Mrs. Coleman introduced the Report of Contracts in Aggregate of \$25,000 submitted by Mr. Robert Hofer, Purchasing Agent, Mr. Hamdan, and Dr. Savaglio-Jarvis, excerpts follow:

“School Board Policy 3420 requires that all contracts and renewals of contracts in aggregate of \$25,000 in a fiscal year shall be approved by the School Board except in the event of an emergency as determined and reported to the School Board monthly by the Purchasing Agent.

The following contracts/agreements have not been added to the Contract Management Database and are being presented for Board Approval:

- Achieve 3000 – Teen Biz 3000; and
- Compass Learning – Odyssey High School Courses.”

Mrs. Snyder moved to approve the Contracts in Aggregate of \$25,000 as presented. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the Bullying Ad Hoc Committee Update and Policy 5111 submitted by Mr. Edward Kupka, Coordinator of Student Support, and Dr. Savaglio-Jarvis, excerpts follow:

"In late spring of 2013, the school board president at the time, Rebecca Stevens, recommended to commission an ad hoc committee to address bully prevention. On Monday, August 26, 2013, Kenosha Unified School District (KUSD) invited members of the public to participate on an ad hoc bullying prevention committee. An advertisement was placed in the Kenosha News and a press release was issued. The community expressed interest via application, and all interested applicants were invited to participate. All selected community members were notified of the first meeting held on September 26, 2013. Upon the conclusion of the first meeting, team norms and committee purposes were defined. Four subcommittees were created to further study and refine efforts. Throughout the fall of 2013, subcommittees met in small groups and reported out to the full ad hoc committee. A number of outside resources were researched to help bring clarity to the work of each subcommittee.

Moving forward, the committees will focus on three primary efforts:

1. Educate the school community, students, parents and staff on the definition and policy regarding bullying - (May 2014 – January 2015);
2. Incorporate the bullying response procedures into usable formats for schools, including appropriate communication and documentation for school record keeping - (August 2014 – April 2015); and
3. Identify a district-wide bully prevention program that is implemented universally and based on committee criteria selected as determining a robust and effective program. (August 2014 – April 2015).

This report was presented to the Personnel/Policy Committee at its June 10, 2014, meeting, however, a quorum was not present so no motions were made. Based on discussion that evening, additional wording was added to the first paragraph on page 2 of updated Policy 5111 to describe the avenues through which sexual harassment can occur. Administration recommends that the School Board accept this report and approve updated Policy/Rule 5111 – Anti-Bullying/Harassment/Hate as a second reading this evening."

Ms. Stevens moved to approve Policy/Rule 5111 – Anti-Bullying/Harassment/Hate as a second reading. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced revised School Board Policy 5431 - Dress Code submitted by Dr. Floyd Williams, Assistant Superintendent of Elementary School Leadership; Dr. Bethany Ormseth, Assistant Superintendent of Secondary Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“The Ad Hoc Committee met a total of three times. The group revisited all aspects of Policy 5431 – Student Dress Code.

At its July 8, 2014 meeting the Personnel/Policy Committee voted to forward Policy 5431 to the full board for approval as a first and second reading with deletion of the wording regarding student ID cards and with the understanding that the Ad Hoc Committee would reconvene to consider the issue of student ID cards.

The Ad Hoc committee is scheduled to reconvene on July 30, 2014. Their recommendation will be forwarded to the Personnel/Policy Committee at its August 12, 2014, meeting. The Personnel/Policy Committee’s recommendation will be included on the August 26, 2014, Regular School Board Meeting agenda.

Administration recommends that the School Board approve Policy 5431 - Student Dress Code as a first and second reading this evening with the understanding that a recommendation regarding student ID cards will be forthcoming at the August 26, 2014, Regular School Board Meeting.”

Mr. Flood moved to approve revised Policy 5431 - Student Dress Code as a first and second reading with the inclusion of “clean and in” under the sixth sentence of the “Tops” section of the Rule. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the Course Proposal for Spanish for Spanish Speakers submitted by Mrs. Sarah Smith, Coordinator of World Language and Language Acquisition Program, and Dr. Savaglio-Jarvis, excerpts follow:

“In June of 2011, Iva Plumley, previous coordinator of the Language Acquisition Program, submitted a proposal for a two year plan focusing on providing assistance to Kenosha Unified School District’s English language learner population (Appendix A). Within this plan, there was a recommendation for a “Spanish for Native Speakers” course at both the Middle School and High School levels as an elective credit to begin in the 2011-2012 school year. At the regular meeting of the school board, held June 28, 2011, this plan was approved. The “Spanish for Native Speakers” course was designed as a course for native or heritage Spanish speakers to continue in the growth and development of their first language. A native or heritage speaker is defined by the Center of Applied Linguistics as a student who is raised in a home where a non-English language is spoken.

In researching the short lived history of this course in the district, it is vital to note that a viable written curriculum was never created for the course. However, the course was implemented in Kenosha Unified School district in the 2012-2013 school years with the course name “Spanish for Spanish Speakers.” It is also important to note that although this plan was approved in June of 2011, the plan had an ending date of 2013.

The 2013 district wide curriculum audit for the Kenosha Unified School District recommended that a solid curriculum for each course taught be generated for the teacher to properly instruct. The teacher needs a solid road map with clearly designed units that are properly sequenced to formulate a viable curriculum for the course. Therefore, in order to successfully meet the expectations needed for staff and students, a World Language

teacher curriculum design team was established in August of 2013. The teacher curriculum design team was developed to research, develop, and create units of study for this course.

This course is designed for students who speak Spanish as a native or heritage language. The purpose of this course is to strengthen language skills in the native language by focusing on literacy skills and grammar concepts in Spanish. Research shows that native Spanish speakers struggle with English grammar concepts. The main goal for the proposed course is to improve language and literacy concepts in the student's first language to in turn help strengthen their English skills. This course is beneficial in preparing students to not only be bilingual (speaking two languages with fluency), but also bi-literate, being able to read and write with fluency in the language. Acquiring these skills will help students to become college and/or career ready in the current global job force upon graduation.

The curriculum design team researched similar programs in nearby school districts with similar demographics in both Round Lake and Wheeling Illinois. The curriculum design team also connected with Gerhard Fischer, Director of World Language Programs, from the Department of Public Instruction of Wisconsin and used resources from the Center of Applied Linguistics (CAL) and Spanish Language Arts Standards from the World-Class Instructional Design and Assessment consortium (WIDA) to assure that the new course projection would be aligned to all state and national standards. As a final step, the curriculum design team consulted with Dr. Carlos Pagan, from the Curriculum Management Systems Incorporation that assisted with the 2013 district audit. Dr. Pagan provided feedback on course year at a glance documents along with all unit plans for the course.

The curriculum design team researched three different textbooks to support the curriculum including Encuentros Maravillosos, Conexiones, and Español en Escrito. The curriculum design team, which consists of all of the teachers who will be teaching the course, recommends "Encuentros Maravillosos" as the chosen textbook for this course.

At its July 8, 2014, meeting, the Curriculum/Program Standing Committee voted to forward this report to the School Board for consideration. Administration recommends approval of the Spanish for Spanish Speakers course and the instructional materials "Encuentros Maravillosos" and "Una Vez Más" for the course."

Ms. Stevens moved to approve the Spanish for Spanish Speakers course and the instructional materials "Encuentros Maravillosos" and "Una Vez Más" for the course. Mr. Bryan seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced Fiscal 2014-2015 Preliminary Budget submitted by Mr. Tarik Hamdan, Interim Chief Financial Officer, and Dr. Savaglio-Jarvis, excerpts:

"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 the State of Wisconsin biennial budget and the Department of Public Instruction guidance.

The initial budget projections were built based on conservative estimates and first presented to the Audit/Budget/Finance Committee in April of 2014. Since that time Administration has continued to analyze budget variables, made adjustments for additional identified reductions, and is pleased to present a preliminary balanced budget that includes a 1.9% salary increase for all staff groups.

These next few months are critical to the District in ensuring a timely implementation to meet the budget timeline, and preparation for the 2014-2015 school year. The state budget is finalized so the parameters are in place. However, further adjustments will be made as we learn more about enrollment changes and the coinciding staffing impact.

The Kenosha Unified School District's proposed budget for 2014-2015 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 Board of Education as well as 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.

Administration requests that the Board of Education reviews the list of preliminary 2014-2015 budget assumptions and approve the recommended items to be incorporated into the adopted budget.”

Mr. Hamdan was present and answered questions from Board members.

Mr. Bryan requested that detailed information in relation to preliminary budget assumption number 39 be provided.

Mr. Flood requested that detailed information in relation to preliminary budget “wish list” assumption numbers 47 and 48 be provided.

Mr. Flood moved that the recommended preliminary 2014-2015 budget assumptions be incorporated into the adopted budget. Mr. Bryan seconded the motion. Unanimously approved.

Mrs. Coleman announced that agenda item XII-G - Adoption of the Employee Handbook was being postponed indefinitely.

Dr. Savaglio-Jarvis introduced the 2014-2015 School Year Head Start Supplemental Grant submitted by Ms. Lisa KC, Assistant Director of Head Start; Ms. Belinda Grantham, Director of Pre-School; Dr. Williams; and Dr. Savaglio-Jarvis, excerpts follow:

“Approval from the Board of Education is requested to submit and implement the Head Start State Supplemental Grant for the 2014-2015 school year. The funding for this

grant is \$335,954.85. It is designed to supplement the operating costs of the Kenosha Unified School District Head Start Child Development Program.

The purpose of the Head Start program is to provide comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool children and their families. This grant will service 59 high-risk children that will be three or four years of age on or before September 1, 2014. Funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and through the Head Start Performance Standards.

Administration recommends that the School Board approve submission and implementation of the 2014-2015 Head Start State Supplemental Grant.”

Dr. Williams and Ms. Grantham were present and answered questions from Board members.

Ms. Stevens moved to approve the submission and implementation of the 2014-2015 Head Start State Supplemental Grant. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the Board Approved Fees for the 2014-2015 School Year submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“As a component of the budget development process a review of the fees charged is conducted every year. The following changes to the 2014-2015 fee structure are being provided to the Board of Education for consideration.

Student Fees:

Administration is not recommending any change to the 2014-2015 Base User Fees. The only change being recommended to the student fee schedule is the elimination of the 1:1 Electronic Device Program Fee which was set at \$30 per year. This recommendation is being made following a Wisconsin Department of Public Instruction (DPI) guidance bulletin that disallows fees for computers and I pads.

District-wide Fee Procedures:

- All fees and payments for a student will be maintained in Infinite Campus by the school at which the student is primarily enrolled (with the school having access to create the fee based on the circumstances e.g., field trips, yearbook, clubs and activity accounts).
- Charter Schools are required to collect all applicable District required user fees according to the Board approved fee schedule, however Charter Schools will retain the fees as part of the charter agreements.
- All schools wanting to charge for workbooks or any other supplemental consumable materials, not covered by the base fees, must submit the fee to be reviewed and approved by the respective School Leadership Department prior to the allocation of any funds for the purchase of these materials, or the assessment of any such fees.

#### Collections, Waivers & Refunds:

- Base user fees are collected and due at the time of registration, or can be paid online with a credit card. Online payment access is usually available before the end of July, and registration usually occurs in late August. Unpaid fees are considered delinquent on December 1<sup>st</sup> of each school year.
- Students leaving the District during a school year will have a portion of that year's paid fees reimbursed based on *when* the student leaves. Students withdrawing from the District during the first semester (after the first 30 days), will have 50% of the Base User Fee reimbursed or applied toward any outstanding balance. Students withdrawing from the District after 30 days of the second semester will not have any fees reimbursed.
- Students entering the District after the start of the school year will only be charged a prorated Base User Fee depending on full quarters that they are in the District. All other fees will be assessed based on the actual usage during that school year.
- After a student leaves the District, either by graduation or transferring to another school district, these outstanding fees remain in the student receivable database until paid.
- Current year fee waivers: It is the expectation that all students be able to pay the student fees. Only in special circumstances will the current year's required user fees be waived with a recommendation of the Principal. This waiver can be done directly in Infinite Campus at the school office.
- Prior year fee waivers: Requests for waiver of a prior year's fees must be submitted to the Finance Department in writing and are reviewed on a case-by-case basis. Lost book fees, lost library book fees, Food Service fees, Youth Options fees, and vandalism/damage charges are never waived. The District also has a long-standing practice of not charging student fees for foster children and students housed in a homeless facility.
- Each school site is responsible for the collection of fees assessed to students at that site throughout the school year. Every attempt should be made by school staff to collect outstanding student balances. The District will actively pursue collection for all delinquent fees, but will not prohibit a student from graduating or participating in the graduation ceremony.
- When a student/parent/guardian is due a refund for any reason, the reimbursement of the fees will only be made when the amount is greater than \$25. All refund amounts less than \$25 will be maintained on the student's account and used to pay additional fees (i.e., academic fees, fieldtrips, fundraisers and fines) incurred during the school year or the next school year. If there are any outstanding fees on the student's account (or his/her sibling(s)' account), the amount requested for refund will be applied to those fees first. Refunds to students leaving the District will be made upon request, regardless of dollar amount.

#### Building Use Fees

District practice has been to consider the consumer price index (CPI) for the Chicago, Kenosha and Milwaukee urban area, and the District's overall costs to maintain facilities. In addition, the District has taken into consideration square footage and building

amenities. Attachment B is a comparison of the prior six (6) years of 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. This simplified rate schedule also includes an additional 1.9% increase to account for CPI changes.

#### Recreation Fees

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 six (6) years and the proposed fees for fiscal year 2014-2015.

Administration requests that the Board of Education accept the recommendation to establish the fiscal year 2014-2015 fees for Students, Building Use and Recreation at the indicated rates."

Ms. Stevens moved to approve the recommendation to establish the fiscal year 2014-2015 fees for Students, Building Use and Recreation at the indicated rate. Mr. Wade seconded the motion. Unanimously approved.

Ms. Stevens moved to adjourn the meeting. Mr. Wade seconded the motion. Unanimously approved.

Meeting adjourned at 8:09 P.M.

Stacy Schroeder Busby  
School Board Secretary

Kenosha Unified School District No. 1  
Kenosha, Wisconsin  
Summary of Cash Receipts and Disbursements  
August 26, 2014

<b>CASH RECEIPTS</b>	<b>reference</b>	<b>total</b>
<b>July 2014 Wire Transfers-In, to Johnson Bank from:</b>		
WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 2,868,077.30
Johnson Bank	<i>account interest</i>	155.87
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	(2,066.43)
Bankcard Services (TicketSpice.com)	<i>fine arts ticket sales receipts (net of fees)</i>	(7.00)
5/3 Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	3,943.60
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	20,482.08
WI Department of Revenue	<i>exempt computer state aid</i>	365,669.00
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	154,470.30
Total Incoming Wire Transfers		\$ 3,410,724.72
<b>July 2014 Deposits to Johnson Bank - All Funds:</b>		
General operating and food services receipts	<i>(excluding credit cards)</i>	\$ 314,636.79
<b>TOTAL JULY CASH RECEIPTS</b>		<b>\$ 3,725,361.51</b>

<b>CASH DISBURSEMENTS</b>	<b>reference</b>	<b>total</b>
<b>July 2014 Wire Transfers-Out, from Johnson Bank to:</b>		
<i>payroll &amp; benefit wires</i>		
Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 7,176,593.11
WI Department of Revenue	<i>state payroll taxes</i>	1,028,876.75
WI Department of Revenue	<i>state wage attachments</i>	992.07
IRS	<i>federal payroll taxes</i>	4,712,718.15
Diversified Benefits Services	<i>flexible spending account claims</i>	47,676.80
Employee Trust Funds	<i>wisconsin retirement system</i>	3,595,671.98
NVA	<i>vision insurance premiums</i>	11,202.79
Various	<i>TSA payments</i>	533,526.09
<i>general operating wires</i>		
US Bank	<i>purchasing card payment-individuals</i>	162,924.14 *
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	17,453.54
Total Outgoing Wire Transfers		\$ 17,287,635.42
<b>July 2014 Check Registers - All Funds:</b>		
Net payrolls by paper check	<i>Register# 01015DP, 01915DP Check# 511069 thru Check# 512136 (net of void batches)</i>	\$ 3,915.92
General operating and food services		10,268,496.72
Total Check Registers		\$ 10,272,412.64
<b>TOTAL JULY CASH DISBURSEMENTS</b>		<b>\$ 27,560,048.06</b>

\*See attached supplemental report for purchasing card transaction information

**KUSD Purchasing Card Program - Individual Cardholders****Transaction Summary by Merchant**

Billing Cycle Ending July 15, 2014

Merchant/Vendor	Total Charge (Credit)
HOTELS	\$ 14,174.84
3654 INTERSTATE	\$ 8,365.22
AMAZON.COM	\$ 8,172.91
MENARDS 3127	\$ 7,548.80
VEHICLE MAINT. & FUEL	\$ 7,295.92
WW GRAINGER	\$ 6,471.57
HAJOCA KENOSHA PC354	\$ 5,085.16
VIKING ELECTRIC	\$ 4,503.48
FIRST SUPPLY LLC #2033	\$ 3,798.22
OBSERVINT TECHNOLOGIES	\$ 3,777.64
THE TRANE COMPANY	\$ 3,742.49
AMAZON MKTPLACE PMTS	\$ 3,299.68
AIRLINE	\$ 3,273.92
HIGHWAY C SVC	\$ 3,111.56
NORTHEAST FOUNDATION FOR	\$ 2,916.00
INSTRUCTIONAL COACHING GR	\$ 2,750.00
RESTAURANTS & CATERING	\$ 2,730.81
HALLMAN LINDSAY PAINTS	\$ 2,715.83
MARK S PLUMBING PARTS	\$ 2,419.88
BUREAU OF EDU & RESEARCH	\$ 2,285.00
ADVANCED DOOR CONTROL SOL	\$ 2,143.58
LOWES #02560*	\$ 2,092.75
BETTYMILLSC	\$ 1,910.28
NCTM	\$ 1,832.00
HYDRO-FLO PRODUCTS INC	\$ 1,817.52
DIYSECURITY	\$ 1,600.00
REINDERS T&I - KEYED	\$ 1,524.78
JOHNSTONE SUPPLY	\$ 1,447.40
NU EVENT REGISTRATION	\$ 1,370.00
ACTFL AMRCN CNCL TCHNG FR	\$ 1,362.00
KETTLE MORAINES HARDWOODS	\$ 1,315.37
ULINE *SHIP SUPPLIES	\$ 1,279.00
FASTENAL COMPANY01	\$ 1,276.33
IDENTICARD	\$ 1,218.12
LYNCH TRUCK CENTER	\$ 1,189.46
FOLLETT SCHOOL SOLUTIONS	\$ 1,178.69
BARNES & NOBLE #2037	\$ 1,109.36
BECKER BOILER CO., INC	\$ 1,073.84
USPS	\$ 1,018.92
WSRA	\$ 997.00
ARC*SERVICES/TRAINING	\$ 975.00
FARM & FLEET OF OAK CRK	\$ 919.86
BUCK INSTITUTE FOR EDUCAT	\$ 914.36
REINDERS - BRISTOL	\$ 886.39
MIDWEST CERTIFIED TRAINING	\$ 820.00
MAYFAIR RENT A CAR KENO	\$ 818.90
CHESTER ELECTRONIC SUPPLY	\$ 803.01
SEARS ROEBUCK 2342	\$ 754.92

**KUSD Purchasing Card Program - Individual Cardholders****Transaction Summary by Merchant**

Billing Cycle Ending July 15, 2014

Merchant/Vendor	Total Charge (Credit)
MINVALCO INC	\$ 734.91
RELECTRIC SUPPLY COMPANY	\$ 703.72
WWW.DICKSPORTNGGOODS.COM	\$ 660.77
TRAVRES*117576926099	\$ 631.04
LINCOLN CONTRACTOR	\$ 577.37
SHIFFLER EQUIPMENT SAL	\$ 557.00
SHERWIN WILLIAMS #3180	\$ 555.24
IVIE ENTERPRISES INC	\$ 551.51
EDS ARCHITECTURAL OPENING	\$ 550.00
RYDIN DECAL- MOTO	\$ 549.90
BURRIS EQUIPMENT CO	\$ 540.90
ROC*ROCKLER WDWRK HDWE	\$ 530.89
TENNISPLAZA-WEB	\$ 518.40
PROJECTOR	\$ 517.00
GOLF TEAM PRODUCTS	\$ 508.00
HOLLAND SUPPLY INC	\$ 507.00
SOFTINTERFA	\$ 499.95
UNIVERSAL PUBLISHING	\$ 495.00
IN *A BEEP, LLC	\$ 464.07
PBP*PEACHTREE BUS PROD	\$ 458.93
HARBOR FREIGHT TOOLS 358	\$ 451.37
NATIONAL ENGRAVERS	\$ 450.00
BARNES&NOBLE*COM	\$ 449.58
PARTS TOWN LLC	\$ 448.21
MILWAUKEE BREWERS BOX OFF	\$ 440.00
HALOGEN SUPPLY COMPANY	\$ 423.08
CDW GOVERNMENT	\$ 417.03
SOUTHPORT RIGGING INC.	\$ 415.83
WWW SCHOOLMATE COM	\$ 405.00
HERITAGE FOOD SERVICE GRO	\$ 400.89
SPITZ INC	\$ 375.00
SUPER MIX OF WISCONSIN	\$ 354.72
FESTIVITY RESOURCES INC	\$ 341.75
LESTER'S MATERIAL SERVIC	\$ 326.55
FLUID HANDLING INC	\$ 321.97
BASEBALL LIKE IT OUGHT	\$ 312.50
SSI*EPSCC	\$ 309.38
MENARDS 3043	\$ 306.02
CHARACTEREDUCATION.COM	\$ 301.37
DICKOW CYZAK TILE CARP	\$ 299.61
THE HOME DEPOT 4926	\$ 299.00
AMTRAK .COM 1900645097312	\$ 287.00
DECKER INC	\$ 285.78
OFFICE MAX	\$ 282.01
INDUSTRIAL CONTROLS	\$ 281.92
COASTAL BUSINESS SPLY	\$ 271.92
JOHN DEERE LANDSCAPES013	\$ 270.91
TOOLUP.COM	\$ 267.03

**KUSD Purchasing Card Program - Individual Cardholders****Transaction Summary by Merchant**

Billing Cycle Ending July 15, 2014

Merchant/Vendor	Total Charge (Credit)
NEWMARK LEARNING LLC	\$ 263.88
BATTERIES PLUS KEN	\$ 248.39
SWARTZ NURSERIES INC	\$ 247.00
REI*GREENWOODHEINEMANN	\$ 246.05
AKRIT SALES & SERVICE	\$ 234.75
SQ *ZAMBA CREATIVE STUDIO	\$ 225.00
TRAVRES*HOTEL ROOM	\$ 220.33
MCMASTER-CARR	\$ 216.31
AT&T*BILL PAYMENT	\$ 213.84
MOTION INDUSTRIES WI04	\$ 211.32
WCASS	\$ 200.00
BEST BUY 00011916	\$ 199.99
FESTIVAL FOODS	\$ 196.00
AIRGASS NORTH	\$ 179.81
PROFESSIONAL SERVICES	\$ 175.00
CHEAPOAIR.COM AIR	\$ 174.95
HOT WATER PRODUCTS, INC.	\$ 165.93
GLOBAL GOLF	\$ 164.92
CTECHGLASS	\$ 161.77
JOHN WILEY & SONS, INC	\$ 150.00
PODS #58	\$ 149.00
RGS PAY*	\$ 146.90
TREETOP PUBLISHING INC	\$ 123.75
ZORO TOOLS INC	\$ 123.66
THE ANTENNA FARM	\$ 119.90
WUFOO.COM/CHARGE	\$ 119.80
GFS MKTPLC #1919	\$ 117.33
AMERICAN LIBRARY ASSOC	\$ 116.00
YUTKA FENCE	\$ 114.49
MILAEGER'S	\$ 113.75
HOBBY LOBBY #350	\$ 108.24
STU*SHINDIGZ DECORATIO	\$ 100.35
SUBURBAN GARDEN PET CENTE	\$ 99.75
CARDINAL STRITCH UNIVERSI	\$ 99.00
CAAN FLORAL & GREENHOUSE	\$ 96.88
WAL-MART #1167	\$ 94.50
ASSOC SUPERV AND CURR	\$ 89.00
QUILL CORPORATION	\$ 88.67
C2G	\$ 87.17
FLORAL ACRES FLORIST & G	\$ 83.41
FREDPRYOR CAREERTRACK	\$ 79.00
AMAZON SERVICES-KINDLE	\$ 76.86
MATHESON-B96	\$ 75.50
PHOENIX CORONET BFA	\$ 71.90
IN *WISCONSIN MATHEMATICS	\$ 70.00
NATL CCL TEACHERS OF MATH	\$ 68.15
AED SUPERSTORE	\$ 58.99
CPI*CRICKETCOBBLESTONE	\$ 58.95

**KUSD Purchasing Card Program - Individual Cardholders****Transaction Summary by Merchant**

Billing Cycle Ending July 15, 2014

Merchant/Vendor	Total Charge (Credit)
SILVER CINEMAS HOM	\$ 51.00
PTOUCHDIRECT	\$ 50.98
OCALLAGHANS	\$ 50.33
EB *SCIENCE IN ACTION	\$ 50.00
KMART 3088	\$ 47.41
KENOSHA FRESH MARKE	\$ 47.40
SCHOLASTIC BOOK FAIRS	\$ 45.63
ACT*AWSA	\$ 45.00
DOLRTREE 752 00007526	\$ 44.00
A&B HARDWARE & LOCK SH	\$ 41.99
PICK N SAVE 00068916	\$ 40.13
EDUCAUSE	\$ 40.00
DG HARDWARE	\$ 38.16
DESIGN AIR-1 KIMB	\$ 37.96
ASSOC OF WISCONSIN SCHOOL	\$ 29.95
PUBLIC BROADCASTING SVC	\$ 28.74
KOPPS FROZEN CUSTARD INTE	\$ 28.20
PP*NWEA	\$ 27.00
PRAIRIE SIDE TRUE VALUE	\$ 26.97
PETSMART INC 1636	\$ 25.98
HAJOCA ABLE DIST 353	\$ 25.01
KENOSHA AREA BUSINESS	\$ 25.00
PARKSIDE TRUE VALUE	\$ 23.99
MICHAELS STORES 9192	\$ 22.93
AUER STEEL & HEATING SUPP	\$ 22.12
TEACHERSPAYTEACHERS	\$ 22.00
TRAVELOCITY.COM	\$ 19.98
PAYPAL *REGISTRATIO	\$ 19.90
WM SUPERCENTER #1167	\$ 18.98
CHARGE TESTSYS COM	\$ 15.00
CHEAPOAIR.COM CAR	\$ 15.00
EREPLACEMENTPARTS.COM	\$ 14.79
WALGREENS #3153	\$ 13.54
DOA MONONA TERRACE PARKIN	\$ 13.50
DA-MILW 100	\$ 10.48
R-K NEWS INC	\$ 9.99
APL* ITUNES.COM/BILL	\$ 2.10
J W PEPPER	\$ (7.94)
<b>US Bank Purchasing Card Payment - Individuals</b>	<b>\$ 162,924.14</b>

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1  
Kenosha, WI

August 26, 2014

**Administrative Recommendation**

It is recommended that the July 2014 cash receipt deposits totaling \$314,636.79, and cash receipt wire transfers-in totaling \$3,410,724.72, be approved.

Check numbers 511069 through 512136 totaling \$10,268,496.72, and general operating wire transfers-out totaling \$ 180,377.68, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the July 2014 net payroll and benefit EFT batches totaling \$17,107,257.74 and net payroll check batches totaling \$3,915.92, be approved.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Tarik Hamdan  
Interim Chief Financial Officer

Heather Kraeuter, CPA  
Accounting & Payroll Manager

Kenosha Unified School District  
Kenosha, Wisconsin

August 26, 2014

**School Board Policy 5431 – Student Dress Code**

**Background**

The Board of Education moved to create an Ad Hoc Committee to revise School Board Policy 5431 – Student Dress Code on November 13, 2013. The Ad Hoc Committee was formed and included committee members, parents, students, administrators, teachers, high school security staff and School Board members.

On July 22, 2014, the Board of Education recommended the Ad Hoc Committee reconvene to address student identification at both the middle and high school level.

The Ad Hoc Dress Code Committee reconvened on July 30, 2014 to finalize a recommendation for the Board of Education. The outcome of the meeting resulted in the following:

- Middle and high school level students are required to wear student identification during the school day.

The new language has been noted in the attached policy.

**Process**

The Ad Hoc Committee met a total of four times. The group revisited all aspects of Policy 5431 – Student Dress Code. The updated policy recommendations are included in this report.

**Recommendation**

Administration recommends that middle and high school level students be required to wear student identification during the school day. Policy 5431 is attached for a first and second reading on August 26, 2014.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Dr. Bethany Ormseth  
Assistant Superintendent –  
Secondary School Leadership

Dr. Floyd Williams  
Assistant Superintendent –  
Elementary School Leadership

POLICY 5431  
STUDENT DRESS CODE

The Kenosha Unified School District Board is committed to providing students with an educational environment that is safe and conducive to learning.

The District retains the right to monitor and take action when student attire presents a health or safety hazard, or disrupts the educational environment.

All exceptions to this policy and rule, based on religious beliefs or medical conditions, requested by the parent or guardian must be documented and approved by the Superintendent/designee.

**LEGAL REF.:** Wisconsin Statutes

Sections: 118.001 Duties and powers of school boards; construction of statutes  
20.13(1)(a) School board powers  
First Amendment, U.S. Constitution

**CROSS REF.:** 5431.1 School Uniforms  
5438 Gangs and Gang-Related Activities

**AFFIRMED:** August 13, 1991

**REVISED:** January 11, 1994  
September 9, 1997  
May 22, 2007  
September 22, 2009  
October 26, 2010  
December 17, 2013  
July 22, 2014

**RULE 5431**  
**STUDENT DRESS CODE**

All students are expected to exemplify appropriate hygiene and dress standards in a manner that projects an appropriate image for the student, school, and District. The District shall not require specific brands of clothing. No student shall be permitted to wear any clothing which is normally identified with a gang or gang-related activity (including gang-related colors if for purposes of gang identification), or clothing that contains pictures and/or writing referring to alcoholic beverages, tobacco products, sexual references, profanity, illegal drugs, bigoted epithets, harassment/hate messages, or messages of hostility toward race, ethnicity, religion, or sexual orientation. If there is a disagreement between students and/or parents and the staff regarding the appropriateness of clothing, the principal will make the final determination.

**Bottoms**

- Bottoms may not be see-through
- Must fit appropriately and not drag on the floor;
- Must be at the waist and appropriately fastened with belts when needed;
- Must be clean and in appropriate repair, holes and rips, below mid-thigh are permissible but rips or holes above mid-thigh must not show skin.
- Under clothing must be covered; and the waist must be covered at all times
- Dresses, skirts, skorts, and shorts must be at least mid-thigh length at all times
- Leggings and yoga pants may not be worn as bottoms; however, leggings may be worn beneath dresses, skirts, skorts, shorts and tunics

**Tops**

- Tops may not be see-through
- Must be long enough to cover waistline, no skin showing between bottoms and tops when seated or standing;
- Must cover chest and undergarments at all times
- Sleeveless shirts are acceptable if they reach edge of shoulder and arm opening cannot be excessive
- Students may not wear tank tops
- Tops must be clean and in appropriate repair with no holes or tears; and must fit appropriately

**Footwear**

- Athletic shoes, laced shoes, shoe boots, loafers, dress shoes, or sandals (are permissible)
- Shoes must be secured on the feet
- No house slippers are allowed
- Elementary: shoes must have a strap around heel (no flip-flops)

**Inappropriate attire and Student ID Cards:**

- Pajamas, undershirts or undergarments may not be worn as outerwear;
- Attire that may be considered weapons, including but not limited to chain belts or wallet chains will not be allowed;
- Jewelry, piercing, tattoos or similar artifacts that are obscene or may cause disruptions to the educational environment are prohibited;

RULE 5431  
STUDENT DRESS CODE  
Page 2

Hoods, hats, caps, bandanas, sweatbands, skullcaps, plastic hair bags, hair nets, or do rags are not allowed within the building;

Grooming items (hair pics, combs, etc.) may not be worn in the hair

No outerwear: coats, hats, gloves/mittens, scarves may not be worn inside unless there is administrative approval

Face coverings; (sunglasses, masks, etc.) may not be worn in building

Backpacks may be used at high school level during the school day;

Elementary and middle level students may not use backpacks during the school day without administrative approval

**Middle and High school level students will be required to wear student identification during the school day** ~~must have an ID in their possession at all times and have them easily accessible during all school activities (academic, extra-curricular, co-curricular).~~

~~Middle level students will be required to wear student identification (I.D.'s) during the school day and have them easily accessible during all school activities (academic, extra-curricular, co-curricular).~~

It shall be left to the discretion of the principal/designee whether or not a student is in compliance with the student dress code policy. Students who violate the policy for school attire will put on clothing that is appropriate or contact parent or guardian to bring in appropriate clothing. The principal/designee may call a conference with the parent/guardian, students and counselor to assist with compliance. Refusal and/or repeated violations of school attire policy may lead to further disciplinary action.

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

August 26, 2014

**PROVISIONS GOVERNING THE TRANSPORTATION  
OF STUDENTS ATTENDING PUBLIC AND PRIVATE  
SCHOOLS FOR THE 2014-2015 YEAR**

The following provisions for the transporting of students attending public and private schools will become effective from and after the fifteenth day of August 2014. (These provisions relate to Board Policies 3545 and 3545.4.)

**Students Attending Public Schools**

1. Pursuant to Wisconsin Statutes, transportation shall be provided to all students residing in the City of Kenosha, Village of Pleasant Prairie, and Town of Somers who live two or more miles from the public school to which they are assigned.
2. Pursuant to Wisconsin Statutes relating to transportation in area of unusual hazards, transportation shall be provided to all elementary schools, kindergarten through grade 5, who reside in the Village of Pleasant Prairie, Town of Somers (except elementary school students residing within the attendance areas of Forest Park, Grant, Strange, and Harvey Elementary Schools), and certain designated areas in the district as described below.
3. Transportation will be provided for students residing in the corporate limits of the City of Kenosha and living west of Highway 31 that are living in an unusual hazard area or greater than 2 miles from their attendance school and for Bradford High School students where the only access road is Highway 31.
4. Transportation will be provided to students residing within the corporate limits of the City of Kenosha who attend 4k kindergarten through grade 5 of the elementary school located outside the corporate limits of the City of Kenosha.
5. Transportation will be provided for students who reside within the Bose Elementary School attendance area east of the Chicago and Northwestern Railroad tracks and for students who reside west of 22<sup>nd</sup> Avenue.
6. Transportation will be provided for students who reside within the Jeffery Elementary School attendance area on the south side of 89<sup>th</sup> Street, west of 22<sup>nd</sup> Avenue, and east

of 39<sup>th</sup> Avenue and for students residing within the corporate limits of the City of Kenosha north of 85<sup>th</sup> Street and west of 39<sup>th</sup> Avenue.

7. Transportation will be provided to students residing within the Strange Elementary School attendance area north of 52<sup>nd</sup> Street until such time that the City of Kenosha will provide improved walking areas.
8. On a temporary basis, subject to annual review, transportation will be provided for students attending and residing within the Grant Elementary School attendance area south of Highway 142 and west of the old Chicago-Milwaukee North Shore Railroad right-of-way.
9. No transportation will be provided for students who are voluntary enrolled in alternative programs, participating in part-time and full-time open enrollment programs, or participating in Recreation Department programs
10. Elementary students (grades 4k through 5) may be required to walk up to 1 mile to an authorized school bus pick-up point. Students in grades 6 through 12 may be required to walk up to 1 mile to a school bus pick-up point. Exceptions to these distances may occur in areas considered “unusually hazardous” and will be subject to approval by the Supervisor of Transportation.
11. Students supervised before and after school by a day care center located within the attendance area of the school may be bused to the school. The Superintendent will make recommendations to the Board relative to any exceptions to this policy.
12. Transportation will be provided to students attending the academy portion of Indian Trail High School, residing less than two miles from school, until such time that the City of Kenosha will provide improved walking areas and are in the attendance boundary of ITHS.
13. Students attending schools of choice are not provided transportation. Lakeview Technology Academy (LTA) students may request bus service to their boundary high school and ride a District provided shuttle bus from their boundary high school to LTA. Students are then shuttled back to their boundary high school for transportation rides home. (Note: Harborside will be allowed to use the boundary high school routes and take a shuttle to and from Harborside so long as Harborside continues to pay for their transportation.)
14. Transportation will be provided to students who reside in Lance Middle School attendance area who live on Cooper Road, or West of Cooper Road until such time that the Village of Pleasant Prairie provides improved walking areas. Students may be required to walk no more than 200 ft. on Cooper Road.
15. Students who reside on Highway “H”, 39<sup>th</sup> Avenue, and Springbrook Road may be required to walk no more than 200 ft. on these roads.

16. Transportation will be provided to students who reside in the Bradford High School attendance area who are less than 2 miles but become more than 2 miles due to the Hazardous walk zone along Washington Road from East of Highway 31 to 39<sup>th</sup> Avenue.

### **Students Attending Private Schools**

1. Pursuant to Wisconsin Statutes, transportation shall be provided to students attending private schools on the same basis as set forth above for students attending public schools with the additional provisions listed below.
2. Pursuant to Wisconsin Statutes, students residing in the school district who attend private schools located not more than five miles beyond that boundaries of the school district but within the state are eligible for transportation. In lieu of district bus transportation, parent contracts will be offered to the parent or guardian of each eligible pupil in accord with Wisconsin Statutes.
3. Pursuant to Wisconsin Statutes, transportation will be provide as set forth above to the private school located in the attendance area in which the pupil resides.

### **Transportation for Students with Exceptional Needs**

1. Pursuant to Wisconsin Statutes, transportation shall be provided for children with exceptional education needs, regardless of distance, if such request (or such transportation) is approved by local and state authorities. Approval shall be based on whether or not the child can walk to school with safety and comfort.

### **Other Provisions Concerning the Transportation of Students**

1. Pursuant to Wisconsin Statutes, the Board is empowered to administer, set transportation routes and schedules, secure necessary information, make reports, and apply for and receive aids for the transportation of both public and private school pupils actually transported.
2. Insofar as possible, administrators of private schools shall be requested to coordinate their school calendars with the public school calendar.
3. Transportation will be provided for public and private school students as approved by the Board to implement state-mandated programs and federal programs.

4. Insofar as possible, bus stops for students with exceptional needs and Head Start students are to be designated near to and on the same side of the street as the residence unless bus aids are provided or other arrangements are made with the parent through the district Transportation Office.
5. The provisions of this policy statement as set forth above shall apply in all instances except those in which extraordinary conditions are held to prevail and shall be subject to further review pending any required adjustments due to unforeseen circumstances.
6. Administration will be responsible for establishing and maintaining bus routes in accordance with this policy and changes in student population.

### **Additional Transportation Update**

2014-2015 is the final year of a 5 year contract with First Student for transportation services. Over this 5 year contract we had added GPS and video cameras successfully on all of our school buses to improve service and safety for our district bus riders. In 2013-2014 we successfully added bus service to our 4k program in the district. Over the course of this contract we believe that First Student has done an exceptional job working with the district to fulfill our student needs and requirements. Because of this successful relationship, we will be looking to negotiate another five year contract extension. As part of this extension we will be looking at the possible addition of a tracking system called Z-Pass to our special needs bus routes. This is a student tracking service that will assist the district in tracking bus ridership for our special needs students. This will assist the district in reports for claiming Medicaid reimbursements based on student ridership. Once the Z-Pass system is operating effectively, the district may consider expanding this tracking system to all of our elementary students as well. We will keep the Board apprised of our negotiations with First Student and will bring a recommendation forward to the Board prior to the end of this coming school year.

### **Recommendation**

At its August 12, 2014, meeting, the Planning/Facilities/Equipment Committee voted to forward these provisions to the School Board for consideration with several corrections. It is recommended that the School Board approve the Provisions Governing the Transportation of Students Attending Public and Private Schools for the 2014-2015 Year as presented.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Mr. Patrick Finnemore, PE  
Director of Facilities

Jeffrey Marx  
Supervisor of Transportation Services

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1  
Kenosha, Wisconsin

August 26, 2014

**Renewal of Southeastern Wisconsin School Alliance Membership**

For the past eleven (11) years, the District has participated in the Southeastern Wisconsin School Alliance (SWSA) which provides school officials and parents with objective, non-partisan information and training needed to be strong advocates for educational excellence. The SWSA serves over 30 urban and suburban school districts with a combined enrollment of more than 240,000 students.

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

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

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

**RECOMMENDATION**

At its August 12, 2014 meeting, the Audit/Budget/Finance Standing Committee voted to forward the Renewal of the Southeastern Wisconsin School Alliance Membership to the full Board for approval. Administration recommends that the Board approve the attached resolution and membership in SWSA for the 2014-2015 fiscal year and of authorization of Board Officers and District Administration to execute any and all documents related to the renewal.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Sheronda Glass  
Executive Director of Business Services

## 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, 2014 through June 30, 2015 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:

Dues (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 2014-15)

\_\_\_\_\_ Not participating

\_\_\_\_\_ District

**Southeastern Wisconsin School Alliance Agreement**  
(Section 66.0301)

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

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

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


\_\_\_\_\_  
District

\_\_\_\_\_  
School Board President

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date

SCHOOL DISTRICT OF  
SOUTH MILWAUKEE

  
\_\_\_\_\_  
By

\_\_\_\_\_  
Director of Business Services  
Title

\_\_\_\_\_  
May 8, 2014  
Date

**2014-15 PROPOSED ANNUAL BUDGET**  
**SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE (SWSA)**

**May 8, 2014**

<b>EXPENSES:</b>	<b>PROPOSED BUDGET</b>
Legislative Liaison	\$30,000
Executive Director	44,000
Dues/ Memberships	1,830
Hanover Research Project (Fee collected below)	32,500
Operational Expenses (Web development/host, travel, printing & supplies)	7,170
Additional Research (Potential studies commissioned by the membership)	20,000
<b>TOTAL EXPENSES</b>	<b><u>\$135,500</u></b>

<b>REVENUES:</b>	<b>PROPOSED BUDGET</b>
Hanover Research Project Fee (based on 8 Districts)	\$26,000
Fees from Participating School Districts (based on 27 members)	81,000
<b>TOTAL REVENUE</b>	<b><u>\$107,000</u></b>

<b>USE OF RESERVES:</b>	<b>\$28,500</b>
-------------------------	-----------------

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

**2013-14 Southeastern Wisconsin School Alliance Participant Listing:**

<b>District</b>	<b>SWSA Fee</b>	<b>SSLC</b>
Brown Deer	\$ 3,000	
Cudahy	\$ 3,000	
Elmbrook	\$ 3,000	Yes
Fox Point / Bayside	\$ 3,000	Yes
Franklin	\$ 3,000	Yes
Glendale / River Hills	\$ 3,000	
Greendale	\$ 3,000	Yes
Greenfield	\$ 3,000	
Hamilton	\$ 3,000	Yes
Hartford Union	\$ 3,000	
Kenosha	\$ 3,000	
Kettle Moraine	\$ 3,000	
Milwaukee Public Schools	in-kind	in-kind
Menomonee Falls	\$ 3,000	Yes
Mequon / Thiensville	\$ 3,000	Yes
Muskego-Norway	\$ 3,000	
Nicolet	\$ 3,000	Yes
Oak Creek / Franklin	\$ 3,000	Yes
Oconomowoc	\$ 3,000	
Pewaukee	\$ 3,000	
Port Washington-Saukville	\$ 3,000	
Saint Francis	\$ 3,000	Yes
Shorewood	\$ 3,000	Yes
South Milwaukee	\$ 3,000	Yes
Waukesha	\$ 3,000	
Westosha Central High	\$ 3,000	
West Allis / West Milwaukee	\$ 3,000	Yes
Whitefish Bay	\$ 3,000	Yes
Whitnall	\$ 3,000	Yes
<b>Total</b>	<b>\$ 84,000</b>	<b>\$ -</b>

*This page intentionally left blank*

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, WI

**ELEMENTARY SCHOOL MULTIAGE WAIVERS**

**Background**

On July 30, 2013 revisions were made to Kenosha Unified School District School Board Policy 6432 – Class Size. The following revision was approved by the Board of Education pertaining to Policy 6432-Class Size:

6. Reasonable effort will be made to avoid split grade classes entirely. If split grade classes are utilized at any school, there are to be no more than twenty (20) students in the class. Exceptions to this guideline may be approved by the School Board.

**Rationale**

In order to meet the guidelines for number six (6) of Policy 6432, the administration is requesting waivers for the following four elementary schools:

School	Will You Request A Waiver?	How Many Multiage Classrooms?	Which Grades?	Current Class Size
Bose	No	0		
Brass	No	0		
Brompton	No	0		
Dimensions	No	0		
EBSOLA-CA	No	0		
EBSOLA-DL	No	0		
Forest Park	No	0		
Frank	No	0		
Grant	Yes	1	3/4	28
Grewenow	No	0		
Harvey	No	0		
Jefferson	No	0		
Jeffery	No	0		
KTEC-East KTEC-West	No	0		
McKinley	No	1	K/1	20
Nash	Yes	12	1-3	26 ea
		6	4/5	26 ea
Pleasant Prairie	No	0		
Prairie Lane	No	1	4/5	19
Roosevelt	No	0		
Somers	No	0		
Southport	No	0		

School	Will You Request A Waiver?	How Many Multiage Classrooms?	Which Grades?	Current Class Size
Stocker	No	0		
Strange	No	0		
Vernon	No	0		
Whittier	Yes	1	2/3	22
Wilson	Yes	3	K/1	25
		2	2/3	25
		3	4/5	25

If the waivers are not approved five additional teachers will be needed at the following elementary schools to meet board policy 6432-Class Size:

Additional Teaching Staff Needed if Waiver is Not Granted	
Elementary School	FTE
Grant Elementary	1
Nash Elementary	*Next Generation Personalized Learning
Whittier Elementary	1
Wilson Elementary	3

Nash Elementary School's Next Generation Personalized Learning environment is designed for the multiage learning setting to allow students to engage today's digital learners in successfully developing core academic knowledge and skills and establishing work habits to ensure future success. Due to the instructional design model and being in the second year of the program's implementation as well as the student academic success and demand by the community, Administration is not recommending changing the multiage environment at Nash Elementary School.

#### **Financial Impact**

The cost to Kenosha Unified School District to add five teachers if waivers are not approved would be based on an average teacher salary and benefits rate of \$95,865 per teacher, an increase to the overall district budget of \$479,325.

#### **Recommendation**

Administration recommends that the Board of Education approves the class size waiver request for Grant, Nash, Whittier, and Wilson Elementary Schools for the 2014-2015 school year.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Dr. Floyd Williams, Jr.  
Assistant Superintendent of Elementary School Leadership

Kenosha Unified School District  
Kenosha, Wisconsin

August 26, 2014

**Essential Non-Policy Handbook Items**

The collective bargaining agreements between Kenosha Unified School District and S.E.I.U. Local 168 (service employees), Kenosha Education Association (teachers, educational support professionals, interpreters, substitute teachers, carpenters and painters) and Local 2383 AFSCME, AFL-CIO (secretaries) all defined different benefits as it relates to employee leave, holidays, sick, vacation time, jury duty and tuition reimbursement. All the agreements expired on June 30, 2013, except for the agreement between KUSD and S.E.I.U. Local 168, which expired on June 30, 2012. To this end, it is vitally important for the District to establish common guidelines as it relates to these benefits. Attached is an outline of the essential non-policy handbook items for consideration. These essential non-policy handbook items, once approved by the board, will be included in the future employee handbook.

**Recommendation:**

It is the recommendation of the Administration that the Board of Education approve the essential non-policy handbook items contained in the attachment.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Sheronda Glass  
Executive Director, Business Services

Judy Rogers  
Human Resources Coordinator

Rade Dimitrijevic  
Human Resources Coordinator

Annie Petering  
Human Resources Specialist

### **Long Term Leave of Absence without Pay**

A long term leave of absence without pay may be granted for up to one (1) year at the discretion of the superintendent and/or his or her designee. Employees must notify their supervisor and the Office of Human Resources of the need for a leave at the earliest possible time; normally no less than 30 days notice is required, where practical. Notification should include the reason for the request. Human resources and the supervisor will work together to approve or deny the request. Length of service will be maintained but does not accrue. An employee returning from a leave of absence will be placed in an assignment for which the employee qualifies at the pay rate that is commensurate with his/her new assignment.

Additionally, a long-term leave of absence may be granted for the following reasons at the discretion of the superintendent and/or his or her designee:

- Education: an employee may be granted up to one (1) year leave for educational purposes.
- Childrearing: an employee may be granted up to one (1) year leave for birth or adoption of a child.

### **Maternity Leave**

Employees will be allowed up to 12 weeks of unpaid leave during a calendar year as a result of a birth or placement of a child for adoption or foster care. This leave will run concurrently with any other leave which is available to the employee under other district leave and absence policies, or state and federal family and medical leave laws. All or a portion of this period may be paid in certain instances. The taking of leave under this policy and its accompanying guidelines (FMLA) will not be used against an employee in any employment decision, including the determination of raises or discipline.

### **Medical Leave**

An employee who is unable to perform the regular duties of his/her position due to medical reasons will be placed on an unpaid medical leave of absence. Such leave shall not extend more than 12-months. In order to receive an unpaid medical leave of absence, the employee will be required to provide the Office of Human Resources with medical documentation.

During the medical leave, the employee will receive no compensation from the district. The district reserves the right to determine if the position is vacant and will be permanently filled after one year. When the employee is able to return, the district may assign the employee to a vacant position for which he/she is qualified, or the employee may apply for an open position through the application process. Participation in the district's insurance coverage will be available as outlined in the health insurance summary plan description.

Subsequent medical leave will not be granted unless the employee has returned to normal work duties for a minimum of six (6) months.

### **Sick Leave**

Sickness is defined as personal illness, disability, or emotional upset caused by serious accident or illness in the immediate family.

For purposes of sick leave, immediate family is defined to include only spouse, brother(s), sister(s), children, parent(s), parent(s)-in-law, domestic partner and other family members living in the household. Sick leave may be used for other individuals only with the prior approval of the Superintendent or his or her designee.

Sick leave will be taken in half ( $\frac{1}{2}$ ) day or full day increments. After three (3) consecutive days, the employee must provide an excuse from the physician who treated them when returning to work. The Supervisor may request a medical excuse or other documentation regarding the use of sick leave at any time.

Employees who work 10 months will receive 10 paid days per year and those who work 12 months will receive 12 paid days per year up to a maximum of 90 days. Any benefit-eligible employee regularly scheduled to work less than full-time will be eligible for sick leave on a pro-rated basis. Temporary (part-time/non-benefit eligible) employees will not accrue sick leave.

Sick leave may not be used prior to accrual. The District may require employees to provide a note from the doctor verifying that an absence was caused by a medical situation. The District also may require documentation from the doctor authorizing the employee to return to work. If sick leave is exhausted, employees should refer to this Handbook for any additional unpaid leaves available.

Sick time will not be paid out upon separation from the district. Administrative, Supervisory and Technical and Miscellaneous employees should follow their respective policies.

### **Military Leave**

Employees who serve in the armed forces will be granted leaves of absence if called to duty, and will be reinstated in accordance with the applicable state and federal laws and regulations.

### **Funeral Leave**

Funeral leave may be utilized up to six (1-6) paid days for immediate family members (including spouse, mother, father, sister, brother, child, son-in-law, daughter-in-law, father-in-law, mother-in-law, domestic partner or any other person whom the employee stands in a mutually acknowledged relation of parent or child) and up to three (1-3) paid days for grandparents, grandchildren, sister-in-law, brother-in-law, aunt, uncle, niece, nephew, stepmother or stepfather.

### **Personal Leave**

All employees may use two (2) sick days as paid personal days. These days will be deducted from the employee's accrued sick time.

### **Jury Duty**

Upon receipt of notification from the state or federal courts of an obligation to serve on a jury or to act as a court witness, an employee should notify his or her supervisor. The employee is required to provide copies of the subpoena or jury summons to his or her supervisor and the Office of Human Resources.

The supervisor will verify the notification and make scheduling adjustments to accommodate the employee's obligation. Employees appearing as a plaintiff, defendant or for non-subpoenaed court appearance will not receive paid time off. Vacation or unpaid time may be used for these instances.

### **Vacation**

Vacation is taken January through December. New employees may not take vacation for six (6) months from the date of hire and this amount will be prorated, based on full-time equivalent, during the first year of hire.

### **Administrative, Supervisory and Technical Employees (AST)**

See AST Policy

### **Miscellaneous Employees**

See Miscellaneous Policy

### **Non-exempt/Hourly 12-month Employees**

(Employees currently receiving a greater benefit will retain that benefit)

After Six Months	Prorated
After First Year	2 weeks
After Second Year	3 weeks
After Third Year	4 weeks

### **Non-exempt/Hourly 10-month Employees (food service or secretary)**

Current 10-month employees who accrue vacation will maintain their vacation benefit for the duration of their employment as a 10-month employee. Once an employee leaves one of the two 10-month employee groups referenced above via transfer or separation from the district, their grandfather status is gone. The sunset of this benefit was effective June 30, 2013.

Vacation time shall be taken in half day or full day increments. The vacation period and the number of employees on vacation at any given period shall be determined and approved by the employee's immediate supervisor or principal. The supervisor may deny the use of vacation time at times determined to be inappropriate. Payment in lieu of vacation time will not be granted. Vacation time will not be paid out upon separation from the district.

### **Illness on Holiday or During Vacation**

Any illness or disability, which occurs after approved vacation has commenced, is considered vacation and shall not be paid as other benefit time. If one of the paid holidays shall fall during an employee's vacation, the paid holiday will be applied in lieu of the paid vacation day.

### **Holidays**

### **Administrative, Supervisory and Technical Employees (AST)**

See AST Policy

### **Miscellaneous Employees**

See Miscellaneous Policy

**Non-exempt/Hourly 12-month Employees**

Independence Day  
Labor Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Eve  
Christmas Day  
New Year's Eve  
New Year's Day  
Martin Luther King, Jr. Day  
Good Friday  
Memorial Day

**Exempt and Non-exempt/Hourly 10-month Employees**

Labor Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Day  
New Year's Day  
Martin Luther King, Jr. Day  
Good Friday  
Memorial Day

**Additional Holiday Information**

The district will establish the preceding Friday or the following Monday as the holiday if the holiday falls on a Saturday or Sunday.

All 12-month employees, both exempt and non-exempt (hourly workers), will receive Winter Recess as paid time off. These dates are designated by the district calendar.

Supervisors have the option of adjusting schedules of those employees who may have to work due to the needs of the district.

Ten month employees are off during Spring Break and Winter Recess, however, these are unpaid days except the holidays referenced above. Temporary part-time non-benefit employees are not eligible for holiday pay.

In order to receive holiday pay, an employee must work their scheduled day before and after the holiday unless other arrangements are made in advance with the employee's supervisor or the employee is on vacation at the time of the holiday. If an employee does not do so, then the employee will not be paid for the holiday.

## **Tuition Reimbursement**

### **Service Employees**

- A. Prior approval of the district is required. Requests must be received no later than 30 days before the start of the course.
- B. All service employees are eligible for tuition reimbursement for any and all courses needed to qualify for a position up to a maximum of six (6) credits per year (composed of the fall, spring and summer terms) reimbursed at the current Gateway Technical College rate.

Additional credit reimbursement dollars may be awarded, at the discretion of the district, up to a maximum of 12 credits per year.

- C. Payment upon presentation of certificate of completion and transcript within 60 days.
- D. Reimbursement with a grade of "B" or higher.
- E. Must continue employment within the district for three (3) years or must repay the prorated amount (less than one year = 100%; one to less than two years = 50%; two to less than three years = 25%).
- F. All costs to maintain employment certifications and/or licenses will be paid by the district.

### **Secretaries**

The district will provide secretaries with tuition reimbursement of \$450 per semester if the following conditions are met:

- A. The employee must choose a course related to the improvement of the employee's ability to perform on her/his present job or to a reasonable promotional goal within the district.
- B. The course must be taken on the employee's own time.
- C. The course must be offered by a regionally accredited school.
- D. The employee must present evidence of the amount of tuition paid and of satisfactory completion (B grade or higher for graded courses/pass for non-graded courses) in order to receive the tuition reimbursement. The employee must provide an official transcript as evidence of completion of course requirements.
- E. The employee must refund to the district any reimbursements made by the district that fall within a one year period of the employee's last date of employment, unless the employee's departure is due to death or retirement.
- F. Those employees requesting reimbursement must receive course approval from their supervisor before the course begins.

Effective July 1, 2010, The District will support its full-time secretaries who are pursuing credentials for teacher certification by continuing their benefits and paying a \$5,000.00 stipend, in lieu of salary, for one semester while the employee completes his/her student teaching within the district. This benefit is limited to one secretary per school year.

### **Interpreters**

- A. The District shall provide a payment of \$50 per credit (up to a maximum of six (6) credits in a five year period) for semester hours earned at an institution of higher learning provided the grade earned is a “B” or better.
- B. Payments for credits earned shall be made within 30 days of receipt of verification of credits earned.
  - a. Educational interpreters shall be required to file an official transcript for certification of work completed with the Office of Human Resources. The responsibility for filing this official transcript or certification shall rest with the educational interpreter, and not with the instructional officers of the board or with the institution at which the credits were earned.
- C. Educational interpreters who successfully pass the Educational Interpreter Performance Assessment (EIPA) will be reimbursed every five (5) years by the district once they submit a copy of their test results to the Office of Human Resources. This skills test is required for all five (5) year licensed educational interpreters by the Department of Public Instruction (DPI) and is therefore an expense that will be covered by the district.

### **Educational Support Professionals**

In an effort to help more employees achieve educationally related associate degrees related to the work they perform, the district agrees to fund one-half of the tuition (up to nine (9) credit hours per year) towards an associate’s degree at an accredited two or four year institution of higher learning provided that the employee is enrolled in an approved program. Program approval shall be determined by the Office of Human Resources. A grade of a “B” or higher must be earned in order to qualify for reimbursement.

### **Teachers**

The District shall provide a payment of \$50 per credit for semester hours earned at an institution of higher learning subsequent to employment in the district by any teacher toward meeting the minimum requirement (six (6) credits), except for courses for which the district has paid the tuition or credits earned during an educational leave.

Payment for credits earned shall be made within 30 days of receipt of verification of credits earned.

Members of the instructional staff qualifying for salary adjustment by reason of additional credits earned shall be required to file a transcript for certification of work completed with the Office of Human Resources. It is the employee’s responsibility to file his/her official transcript or certification.

### **Administrative, Supervisory and Technical Employees (AST)**

See AST Policy

*This page intentionally left blank*

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

August 26, 2014

**Seclusion & Restraint Requirement Report: WI Act 125**

Wisconsin Act 125 requires each school to report the district seclusion and restraint data annually, by September 1<sup>st</sup>, to the school board. Districts must submit the number of incidents of seclusion and physical restraint, the total number of students involved in the incidents, and the number of students with disabilities who were involved in the incidents. The report to the school board contains the same data as is required in the U.S. Department of Office of Civil Rights cyclical data collection on seclusion and physical restraint. “Seclusion” means the involuntary confinement of a pupil, apart from other pupils, in a room or area from which the pupil is physically prevented from leaving. “Physical restraint” means a restriction that immobilizes or reduces the ability of a pupil to freely move his or her torso, arms, legs, or head. A covered (trained) individual may use seclusion on a pupil at school only if all of the following apply:

- The pupil’s behavior presents a clear, present, and imminent risk to the physical safety of the pupil or others and it is the least restrictive intervention feasible.
- A covered individual maintains constant supervision of the pupil, either by remaining in the room or area with the pupil or by observing the pupil through a window that allows the covered individual to see the pupil at all times.
- The room or area in which the pupil is secluded is free of objects or fixtures that may injure the pupil.
- The pupil has adequate access to bathroom facilities, drinking water, necessary medication, and regularly scheduled meals.
- The duration of the seclusion is only as long as necessary to resolve the clear, present, and imminent risk to the physical safety of the pupil or others.
- No door connecting the room or area in which the pupil is secluded.

Districts are required to report on two (2) types of restraint; mechanical and physical, and seclusion, detailing both the number of students (by disability status) and number of incidents. Both a summary report and a full building level report are attached. For the 2013-14 school year, KUSD had zero (0) reports of *mechanical* restraint, 59 students who had a total of 119 incidents of *physical* restraint, and 33 students had a total of 91 incidents of *seclusion*.

This report is for informational purposes only.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Sue Valeri  
Director of Special Education and  
Student Support

Kristopher Keckler  
Executive Director of Information &  
Accountability

### Number of Students Subjected to Restraint or Seclusion by Demographics 2013-14

Type	Male											Female										
	H	I	A	P	B	W	T	Total	504	LEP	H	I	A	P	B	W	T	Total	504	LEP		
Non-IDEA Students																						
Mechanical Restraint	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Physical Restraint	0	0	0	0	2	0	1	3	0	0	0	0	0	0	1	0	0	1	0	0		
Seclusion	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0		
IDEA Students																						
Mechanical Restraint	0	0	0	0	0	0	0	0	NA	0	0	0	0	0	0	0	0	0	NA	0		
Physical Restraint	4	0	0	1	16	23	1	45	NA	1	1	0	0	0	4	5	0	10	NA	0		
Seclusion	2	0	0	1	7	13	1	24	NA	0	1	0	0	0	2	5	0	8	NA	0		

### Number of Incidents of Restraint or Seclusion 2013-14

Type	Students with Disabilities	Students Serviced Under Section 504 Only	Students with No Disability
<b>Mechanical Restraint</b>	0	0	0
<b>Physical Restraint</b>	112	0	7
<b>Seclusion</b>	90	0	1

### Number of Incidents of Restraint or Seclusion SY 2011-12, 2012-13 and 2013-14

Type	Students with Disabilities			Students Serviced Under Section 504 Only			Students with No Disability		
	2011-12	2012-13	2013-14	2011-12	2012-13	2013-14	2011-12	2012-13	2013-14
<b>Mechanical Restraint</b>	0	0	0	0	0	0	0	0	0
<b>Physical Restraint</b>	132	189	112	0	0	0	2	23	7
<b>Seclusion</b>	86	135	90	0	0	0	0	5	1

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 1. Non-IDEA Students Subjected to Mechanical Restraint**

School	Male										Female									
	H	I	A	P	B	W	T	Total	S504	LEP	H	I	A	P	B	W	T	Total	S504	LEP
Bose	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bradford	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brompton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Dual Language	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Frank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grewenow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harborside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indian Trail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jeffery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LakeView	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lincoln	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mahone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McKinley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nash	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reuther	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Somers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Southport	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stocker	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strange	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tremper	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vernon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Washington	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

H= Hispanic or Latino of any race  
I= American Indian or Alaska Native  
A= Asian

P= Native Hawaiian or Other Pacific Islander  
B= Black or African American  
W= white

T= Two or more races  
504 = Section 504 status  
LEP= Limited English proficient

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 2. Non-IDEA Students Subjected to Physical Restraint**

School	Male										Female									
	H	I	A	P	B	W	T	Total	S504	LEP	H	I	A	P	B	W	T	Total	S504	LEP
Bose	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bradford	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brompton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Dual Language	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Frank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grewenow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harborside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indian Trail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jeffery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LakeView	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lincoln	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	0	0	1	0	0
Mahone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McKinley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nash	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reuther	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Somers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Southport	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Stocker	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strange	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tremper	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vernon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Washington	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	2	0	1	3	0	0	0	0	0	0	1	0	0	1	0	0

H= Hispanic or Latino of any race  
I= American Indian or Alaska Native  
A= Asian

P= Native Hawaiian or Other Pacific Islander  
B= Black or African American  
W= white

T= Two or more races  
504 = Section 504 status  
LEP= Limited English proficient

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 3. Non-IDEA Students Subjected to Seclusion**

School	Male										Female									
	H	I	A	P	B	W	T	Total	S504	LEP	H	I	A	P	B	W	T	Total	S504	LEP
Bose	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bradford	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brompton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Dual Language	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Frank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grewenow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harborside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indian Trail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jeffery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LakeView	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lincoln	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mahone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McKinley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nash	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reuther	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Somers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Southport	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stocker	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strange	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tremper	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vernon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Washington	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0

H= Hispanic or Latino of any race  
I= American Indian or Alaska Native  
A= Asian

P= Native Hawaiian or Other Pacific Islander  
B= Black or African American  
W= white

T= Two or more races  
504 = Section 504 status  
LEP= Limited English proficient

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 4. IDEA Students Subjected to Mechanical Restraint**

School	Male										Female									
	H	I	A	P	B	W	T	Total	S504	LEP	H	I	A	P	B	W	T	Total	S504	LEP
Bose	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bradford	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brass	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brompton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Dual Language	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Frank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grewenow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harborside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indian Trail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jeffery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LakeView	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lincoln	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mahone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McKinley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nash	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reuther	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Somers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Southport	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stocker	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strange	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tremper	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vernon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Washington	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

H= Hispanic or Latino of any race  
I= American Indian or Alaska Native  
A= Asian

P= Native Hawaiian or Other Pacific Islander  
B= Black or African American  
W= white

T= Two or more races  
504 = Section 504 status  
LEP= Limited English proficient

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 5. IDEA Students Subjected to Physical Restraint**

School	Male										Female									
	H	I	A	P	B	W	T	Total	S504	LEP	H	I	A	P	B	W	T	Total	S504	LEP
Bose	0	0	0	0	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Bradford	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Brass	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Brompton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Dual Language	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Forest Park	0	0	0	0	0	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0
Frank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0
Grant	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Grewenow	1	0	0	0	3	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
Harborside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	0	1	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0
Indian Trail	0	0	0	0	1	4	0	5	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Jeffery	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
LakeView	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lance	0	0	0	0	1	0	0	1	0	0	1	0	0	0	0	0	0	1	0	0
Lincoln	1	0	0	0	0	1	0	2	0	1	0	0	0	0	1	0	0	1	0	0
Mahone	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0
McKinley	0	0	0	0	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Nash	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	1	0	1	0	0
Reuther	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	1	0	1	0	0
Somers	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Southport	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	1	0	1	0	0
Stocker	0	0	0	0	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Strange	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Tremper	0	0	0	1	0	1	0	2	0	0	0	0	0	0	1	1	0	2	0	0
Vernon	1	0	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Washington	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>16</b>	<b>23</b>	<b>1</b>	<b>45</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>

H= Hispanic or Latino of any race  
I= American Indian or Alaska Native  
A= Asian

P= Native Hawaiian or Other Pacific Islander  
B= Black or African American  
W= white

T= Two or more races  
504 = Section 504 status  
LEP= Limited English proficient

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 6. IDEA Students Subjected to Seclusion**

School	Male										Female									
	H	I	A	P	B	W	T	Total	S504	LEP	H	I	A	P	B	W	T	Total	S504	LEP
Bose	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bradford	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brass	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Brompton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ed Bain Dual Language	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Forest Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Frank	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0
Grant	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Grewenow	1	0	0	0	3	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
Harborside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indian Trail	0	0	0	0	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Jeffery	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
LakeView	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lance	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0
Lincoln	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mahone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McKinley	0	0	0	0	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Nash	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0
Reuther	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	1	0	1	0	0
Somers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Southport	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0
Stocker	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Strange	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Tremper	0	0	0	1	0	1	1	3	0	0	0	0	0	0	1	2	0	3	0	0
Vernon	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Washington	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>13</b>	<b>1</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>

H= Hispanic or Latino of any race  
I= American Indian or Alaska Native  
A= Asian

P= Native Hawaiian or Other Pacific Islander  
B= Black or African American  
W= white

T= Two or more races  
504 = Section 504 status  
LEP= Limited English proficient

Kenosha Unified School District  
2013-2014 Restraint and Seclusion

**Table 7. Instances of Restraint or Seclusion**

School	Mechanical Restraint			Physical Restraint			Seclusion		
	SwD (IDEA)	Only S504	w/o Dis	SwD (IDEA)	Only S504	w/o Dis	SwD (IDEA)	Only S504	w/o Dis
Bose	0	0	0	2	0	0	0	0	0
Bradford	0	0	0	1	0	0	0	0	0
Brass	0	0	0	5	0	0	1	0	0
Brompton	0	0	0	0	0	0	0	0	0
Bullen	0	0	0	2	0	0	0	0	0
Chavez Learning Station	0	0	0	0	0	0	0	0	0
Dimensions of Learning	0	0	0	0	0	0	0	0	0
Ed Bain Creative Arts	0	0	0	6	0	1	0	0	1
Ed Bain Dual Language	0	0	0	1	0	0	1	0	0
Forest Park	0	0	0	2	0	0	0	0	0
Frank	0	0	0	5	0	0	7	0	0
Grant	0	0	0	5	0	0	5	0	0
Grewenow	0	0	0	4	0	0	4	0	0
Harborside	0	0	0	0	0	0	0	0	0
Harvey	0	0	0	0	0	0	0	0	0
Hillcrest	0	0	0	5	0	0	0	0	0
Indian Trail	0	0	0	13	0	0	16	0	0
Jefferson	0	0	0	3	0	0	2	0	0
Jeffery	0	0	0	1	0	0	1	0	0
Kenosha 4 Year K	0	0	0	0	0	0	0	0	0
Kenosha eSchool	0	0	0	0	0	0	0	0	0
Kenosha House of Corrections	0	0	0	0	0	0	0	0	0
KTEC	0	0	0	1	0	0	1	0	0
LakeView	0	0	0	0	0	0	0	0	0
Lance	0	0	0	3	0	0	1	0	0
Lincoln	0	0	0	3	0	2	0	0	0
Mahone	0	0	0	2	0	0	0	0	0
McKinley	0	0	0	7	0	0	4	0	0
Nash	0	0	0	0	0	0	0	0	0
Pleasant Prairie	0	0	0	0	0	0	0	0	0
Prairie Lane	0	0	0	5	0	0	1	0	0
Reuther	0	0	0	0	0	0	0	0	0
Roosevelt	0	0	0	6	0	0	3	0	0
Somers	0	0	0	1	0	0	0	0	0
Southport	0	0	0	2	0	4	1	0	0
Stocker	0	0	0	2	0	0	1	0	0
Strange	0	0	0	2	0	0	1	0	0
Tremper	0	0	0	20	0	0	38	0	0
Vernon	0	0	0	3	0	0	2	0	0
Washington	0	0	0	0	0	0	0	0	0
Whittier	0	0	0	0	0	0	0	0	0
Wilson	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	112	0	7	90	0	1

SwD = Students with disabilities

w/o Dis = Students without disabilities

S504 = Students with disabilities that are provided with services under Section 504 and are not provided with services under the Individuals with Disabilities Education Act (IDEA)

*This page intentionally left blank*

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

August 26, 2014

**Educator Effectiveness System Implementation**

The state of Wisconsin has adopted a new principal and educator evaluation system as part of the Department of Public Instructions agenda 2017 to make every child college and career ready. The goal of the Educator Effectiveness (EE) model is to ensure that all students have highly effective teachers and that all schools have highly effective leaders.

The EE model evaluates principals and educators in two parts: Educator Practice and Student Outcomes. For principals, educator practice involves how they coach, collaborate with, and engage teaching staff in professional development. For teachers, educator practice involves how they plan and assess lessons, establish an effective classroom environment, instruct, and carry out professional responsibilities. Student outcomes for principals involve setting building level objectives aligned to district established goals and measured through district or standardized assessments. Student outcomes for teachers involve the creation of student learning objectives focused on skill development and aligned to the building level objectives.

The district will fully implement the Educator Effectiveness System for the 2014-15 school year and has established an action plan to provide ongoing professional development for its principals, teachers, and other evaluators in preparation for this change. The new system will reshape teacher and principal performance and support their growth through a more rigorous observation and goal setting process and through the establishment of standards of practice. Educator Effectiveness implementation in the District should support our ability to assure high quality instruction for our students resulting in an increase in positive learning outcomes for all.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Sheronda Glass  
Executive Director, Human Resources

Nicole Jones  
Educator Effectiveness Coordinator

## Educator Effectiveness Implementation Plan

**Goal:** By the start of the 2014-2015 school year Kenosha Unified School District will be prepared to fully implement the Educator Effectiveness Model in order to support the growth of quality instructors and leaders.

**Measure:** Wisconsin EE Readiness Tool Rubric, Principal and Teacher feedback

Action Needed	Who is involved	Required Resources	Checkpoints/dates completed
1. Step 1 Orientation Video for Teachers, Principals, District Leadership	Sheronda, Principals	Memo to all principals with instructions on how to share video	2/28/2014
2. Danielson Framework Training for Teachers and Principals	Teacher Leaders, Jennifer Navarro, Paris Echoles	Training on Framework for Teacher Leaders, Framework Copies, training tools	5/21/2014
3. Teachscape Basic Training for evaluators	Nicole Jones	Laptops and training accounts	4/8/2014, 4/15/2014
4. Step 2 Self-Guided EE Overview module	Principals and Teachers	Link to step 2 module and verification form	4/29-5/31/2014
5. Teachscape License Release/training for Teachers	Nicole Jones via video/PowerPoint module		5/15/2014
6. Teachscape training and assessment for evaluators	Principals and district leadership	Teachscape licenses Potential Bootcamp through CESA 1 July 28 <sup>th</sup> -August 1st	Begin 4/25/2014 Progress check: 5/20/2014 Progress check: 6/10/2014 Progress check: 7/1/2014 Progress check: 7/15/2014 Progress check: 7/22/2014 Completion: 8/1/2014
7. EE Overview for School Board	Sheronda and Nicole	DPI Local communication plan	By 6/1/2014
8. Step 3 Educator Effectiveness Plan training (1 full day)	Trainers: Paris, Nicole, (need to identify additional) Trainees: All evaluators	DPI training modules and handouts, laptops, 3 large conference spaces	6/16/2014
9. SLO training for Principals (Half day training dependent on depth of Step 3)	Trainers: Nicole Jones (Train principals to instruct teaching staff)	SLO toolkit through DPI, District goals, Building Goals,	Multiple sessions in July Completion 7/31/2014
10. SLO training for Teachers (in buildings)	Trainers: Principals	SLO toolkit through DPI, District goals, Building Goals	Prior to start of 2014-15 school year/Early September
11. Determine Criteria for Placement onto an improvement plan and Criteria for compensation/advancement (if needed)	Leadership Council	Review surrounding district criteria and Urbans, current KUSD criteria	7/31/2014
12. Develop EE staff resource Website for KUSD	Nicole Jones w/ IT		9/1/2014
13. Create EE Resource Guides for Evaluators and for teachers (including observation and EEP timelines)	Nicole Jones		8/15/2014

14. Step 4 EEP Process Deep Dive for all teachers and evaluators	Completed by individuals online	DPI Online Modules released over 2014-15 school year	Check-in: 10/1/2014 Check-in: 12/1/2015 Check-in: 3/1/2015 Complete 5/1/2014
15. Ongoing system support and evaluation <ul style="list-style-type: none"> <li>• Review Evaluator Observation progress</li> <li>• Identify patterns in observation data within schools, district <ul style="list-style-type: none"> <li>○ Use data to inform building level/district-wide PL</li> </ul> </li> <li>• Visit schools to collect walkthrough data</li> <li>• Provide supports to principals on evaluation process/communication</li> </ul>	Nicole Jones		2014-15 School Year

# **KENOSHA UNIFIED SCHOOL DISTRICT**



# Educator Effectiveness in Wisconsin



# Orientation to the Educator Effectiveness System



# Every Child a Graduate College & Career Ready

## Standards & Instruction

- *What and how should kids learn?*

## Assessments and Data Systems

- *How do we know if they learned it?*

## School and Educator Effectiveness

- *How do we ensure that students have highly effective teachers and schools?*

## School Finance Reform

- *How should we pay for schools?*



# Guiding Principles of the Educator Evaluation System



- *Guides effective educational practice that is aligned with student learning and development.*
- *Documents evidence of effective educator practice.*
- *Documents evidence of student learning.*
- *Informs appropriate professional development.*
- *Informs educator preparation programs.*
- *Supports a full range of human resource decisions.*
- *Is credible, valid, reliable, comparable, and uniform across districts.*

# The Educator Evaluation Cycle

# Two Parts of Educator Evaluation Cycle

**Educator Practice**  
(4.0 points total)

**Student Outcomes**  
(4.0 points total)

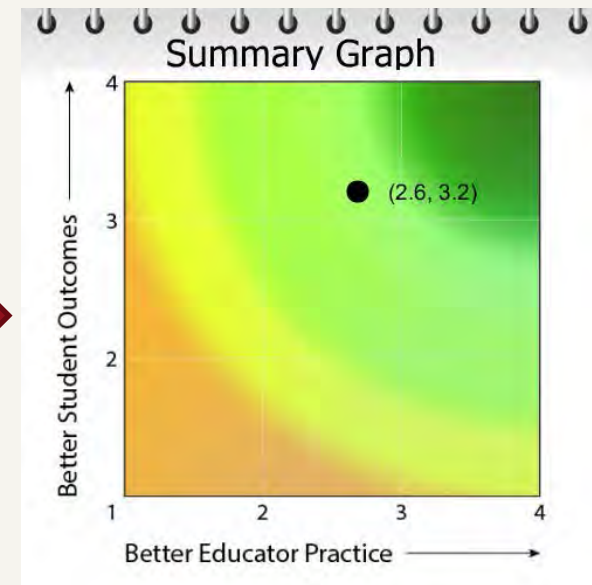
Based on Danielson Framework for Teaching

5% School-wide Value added reading / Graduation Rates

95% Student Learning Objectives



Summary Year Scores  
Identify Educator's Location on Growth Spectrum



# Part 1 Evaluation Cycle: Educator Practice

- **Principals Evaluate Educators Every 3 Years**
  - One (1) announced observation with pre and post conference
  - Two (2) unannounced, mini-observations
  - Collective observations are evaluated through the Framework for Teaching
    - Domain 1: Planning and Preparation
    - Domain 2: The Classroom Environment
    - Domain 3: Instruction
    - Domain 4: Professional Responsibilities
  - Observation data is entered into Teachscape software

## Domain 1

### Planning and Preparation

- 1a Demonstrating Knowledge of Content and Pedagogy
- 1b Demonstrating Knowledge of Students
- 1c Setting Instructional Outcomes
- 1d Demonstrating Knowledge of Resources
- 1e Designing Coherent Instruction
- 1f Designing Student Assessment

## Domain 2

### Classroom Environment

- 2a Creating an Environment of Respect and Rapport
- 2b Creating a Culture of Learning
- 2c Managing Classroom Procedures
- 2d Managing Student Behavior
- 2e Managing Physical Space

## The Danielson Framework for Teaching

## Domain 4

### Professional Responsibilities

- 4a Reflecting on Teaching
- 4b Maintaining Accurate Records
- 4c Communicating with Families
- 4d Participating in a Professional Community
- 4e Growing and Developing Professionally
- 4f Showing Professionalism

## Domain 3

### Instruction

- 3a Communicating with Students
- 3b Using Questioning and Discussion Techniques
- 3c Engaging Students in Learning
- 3d Using Assessment in Instruction
- 3e Demonstrating Flexibility and Responsiveness

# Levels of Educator Performance



- **Unsatisfactory:** Refers to teaching that does not convey understanding of concepts underlying the component. This level of performance is doing harm in the classroom.
- **Basic:** Refers to teaching that has the necessary knowledge and skills to be effective, but its application is inconsistent (perhaps due to recently entering the profession or recently transitioning to a new curriculum, grade level or subject).
- **Proficient:** Refers to successful, professional practice. The teacher consistently teaches at a proficient level. It would be expected that most experienced teachers would frequently perform at this level.
- **Distinguished:** Refers to professional teaching that innovatively involves students in the learning process and creates a true community of learners. Teachers performing at this level are master teachers and leaders in the field, both inside and outside of their school.

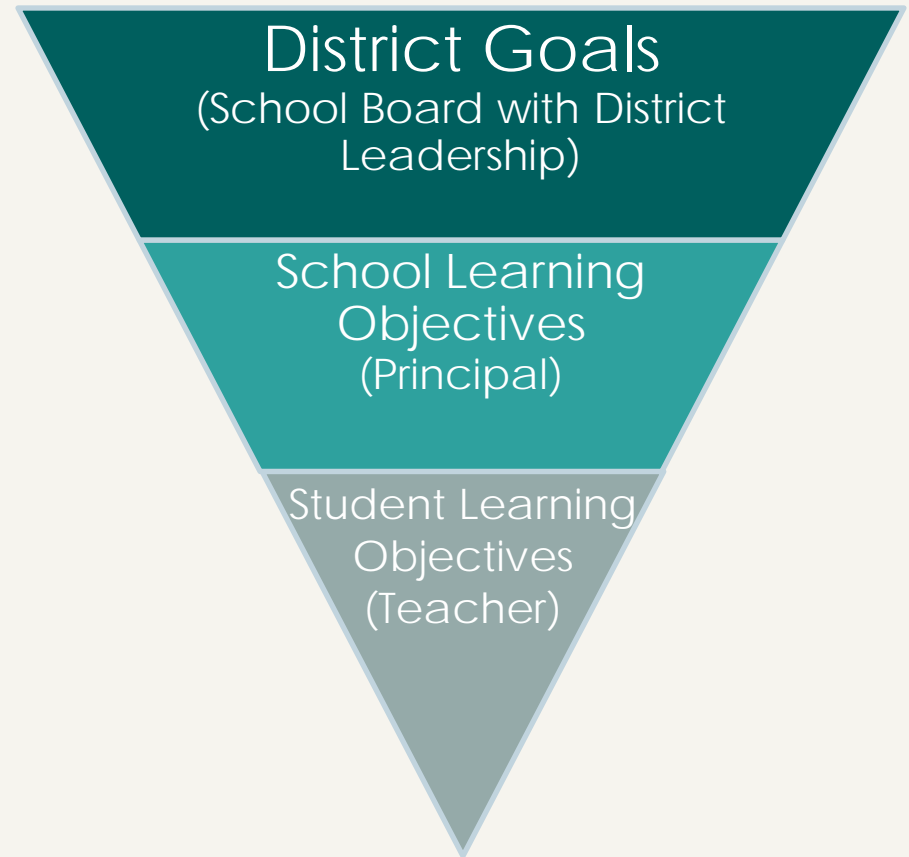
# How EE Advances Educator Practice



- High quality instructors are proficient to distinguished in their classroom practices
  - Plan for differentiated and individualized instruction (Domain 1)
    - Engage in culturally responsive practices in the classroom, with families and with colleagues (Domains 2 and 4)
  - Create and implement student led and driven lessons (Domains 1 and 3)
    - Active student collaboration and communication (Domain 3)
  - Ongoing collaboration with colleagues to develop common assessments and review student data (Domains 1 and 4)

# Part 2 Evaluation Cycle: Student Outcomes

- **Student Learning Objective (95%):** An SLO is a rigorous, attainable goal for student academic growth aligned to school and district goals
  - Each teacher develops 1 SLO annually
- **Improvements to School-wide Graduation Rates or Reading Scores (5%)**



# SLO Scoring

Student Learning Objectives are assigned a score based on the rigor of the process and the final outcome.

**SLO SCORING RUBRIC**

Score	Criteria	Description (not exhaustive)
<b>4</b>	<p>Student growth for SLO(s) has <b>exceeded</b> the goal(s).</p> <p>Educator engaged in a comprehensive, data-driven SLO process that resulted in exceptional student growth.</p>	<p>Evidence indicates the targeted population's growth exceeded the expectations described in the goal.</p> <p>Educator set rigorous superior goal(s); skillfully used appropriate assessments; continuously monitored progress; strategically revised instruction based on progress monitoring data.</p>
<b>3</b>	<p>Student growth for SLO(s) has <b>met</b> goal(s).</p> <p>Educator engaged in a data-driven SLO process that resulted in student growth.</p>	<p>Evidence indicates the targeted population met the expectations described in the goal.</p> <p>Educator set attainable goal(s); used appropriate assessments; monitored progress; adjusted instruction based on progress monitoring data.</p>
<b>2</b>	<p>Student growth for SLO(s) has <b>partially met</b> the goal(s).</p> <p>Educator engaged in a SLO process that resulted in inconsistent student growth.</p>	<p>Evidence indicates the targeted population partially met expectations described in the goal.</p> <p>Educator set a goal; used assessments; inconsistently monitored progress; inconsistently or inappropriately adjusted instruction.</p>
<b>1</b>	<p>Student growth for SLO(s) has <b>not met</b> the goal(s).</p> <p>Educator engaged in a SLO process that resulted in minimal or no student growth.</p>	<p>Evidence indicates the targeted population has not met the expectations described in the goal.</p> <p>Educator set inappropriate goal(s); inconsistently or inappropriately used assessments; failed to monitor progress; failed to adjust instruction based on progress monitoring data.</p>

# The Final SLO Score

- Teachers self score the SLO using the rubric during non-summative years.
- During the Summative Year the evaluator reviews all 3 years of SLO evidence and outcomes and assigns one holistic or overall SLO score.

Work in supporting years informs...



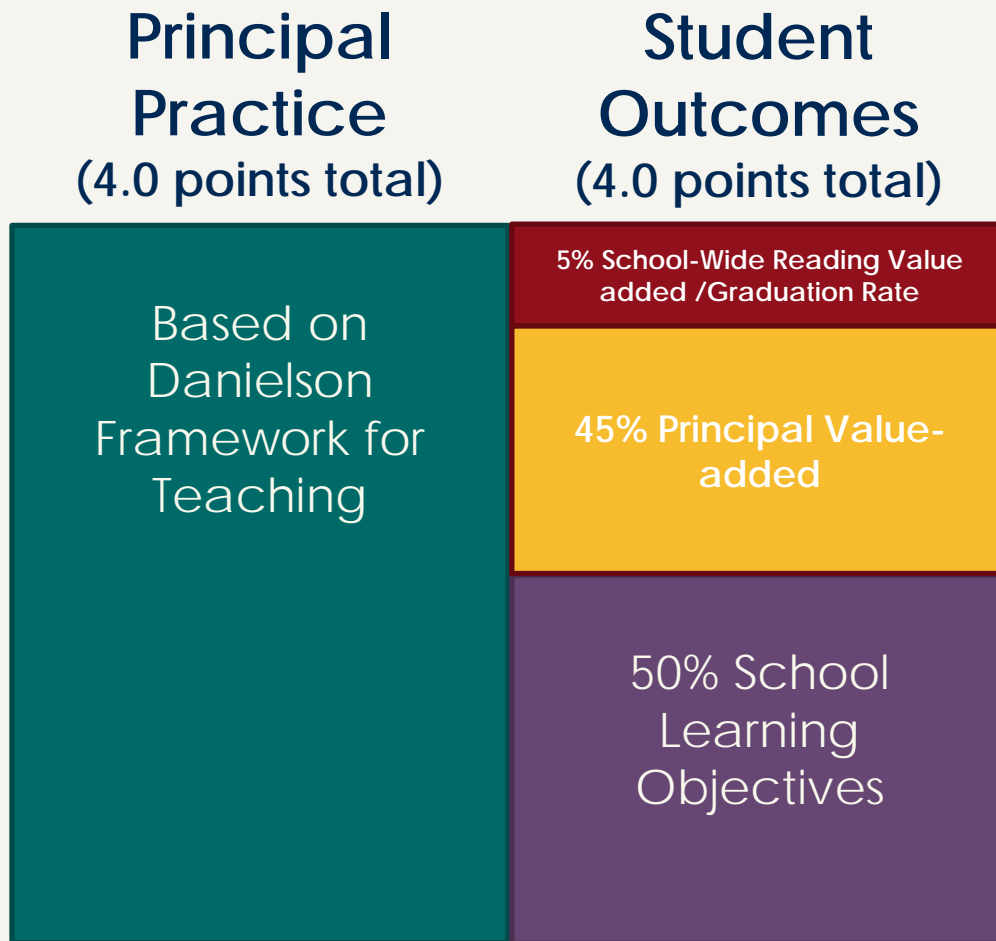
# The Principal Evaluation Cycle

# Principal Evaluations

Assistant superintendents evaluate principals on a multi-year cycle.

	<i><b>Tool</b></i>	<i><b>Estimated Duration</b></i>	<i><b>Purpose</b></i>	<i><b>Steps</b></i>	<i><b>Data generated</b></i>	<i><b>Minimum Frequency</b></i>	<i><b>Other</b></i>
<b>Included in the System</b>	School Visit: Observation (long)	30-60 minutes	Observation of educator (principal) to gather evidence of educator practice	<ul style="list-style-type: none"> <li>Pre-observation conference form</li> <li>Observation</li> <li>Post-observation conference form</li> </ul>	Evaluative evidence specific to the educator that can be tagged to a component	Twice during a Rating Year by the Evaluator	Recommendation: One announced visit One unannounced visit  May be used by peers during Non-Rating Years for formative practice
	School Visit: Sampling (short)	15 minutes	Observation of educator (principal) and/or educator's (principal's) environment to gather evidence of educator practice	<ul style="list-style-type: none"> <li>Observation</li> <li>Feedback provided by evaluator within 1 week</li> </ul>		2-3 over the full Rating cycle, minimum of twice during a Rating Year by the Evaluator	May be used by peers during Non-Rating Years for formative practice  Districts may use district-created observation tools*
	Artifacts	None	Submitting evidence of practice or outcomes	<ul style="list-style-type: none"> <li>Upload document(s)</li> </ul>	Evidence tagged to a specific component or SLO	As often as necessary	Can be principal or evaluator driven

# Two Parts of Principal Evaluation Cycle



\***Value-added** is a type of student growth model that measures how much students improve from one year to the next on state standardized assessments in comparison to similar students in similar schools.

**Principal Value-added** is adjusted for length of time in a building and level of value-added with previous principal.

# Part 1 Evaluation Cycle: Principal Practice

- Domain 1: Effective Educators
  - Human Resources Leadership
  - Instructional Leadership
- Domain 2: Leadership Actions
  - Personal Behavior
  - Intentional and Collaborative School Culture
  - School Management

# Principal Levels of Performance



- **Unsatisfactory:** Refers to principal practice that does not display understanding of the concepts underlying the element(s). Such practice negatively impacts educator performance and school progress. Intensive intervention and support is needed.
- **Basic:** Refers to principal practice that demonstrates some knowledge and skills to influence student and organizational learning, but the application is inconsistent (perhaps due to recently entering administration or recently transitioning to a new administrative role). Guidance and support around necessary competencies is needed.
- **Proficient:** Refers to successful, professional practice. The principal consistently leads at a proficient level. It would be expected that most experienced principals would frequently perform at this level.
- **Distinguished:** Refers to professional practice that involves and empowers staff, students and community in the learning process to create a highly successful school. Principals performing at this level are master administrators and leaders in the field, both inside and outside of their school.

# Part 2 Evaluation Cycle: Student Outcomes

**District Goals**  
(School Board with District  
Leadership)

**School Learning  
Objectives**  
(Principals)

**Student Learning  
Objectives**  
(Teacher)

- 50% School Learning Objectives
  - SMART Goals tied to student learning.
- 45% Principal Value-added
  - Measure student growth year to year on state standardized assessments compared to similar peers.
  - Accounts for student poverty, special education status and English Language Proficiency.
- 5% school-wide reading value-added or graduation rate score

# Teachscape: Evaluation and Professional Learning Software

# What is Teachscape

- Teachscape is a web-based program designed to store information from the Teacher and Principal Evaluation Process.
- Teachscape is broken into 2 parts:
  - **Reflect:** Houses the teacher/principal observation/evaluation evidence, self reflections, educator effectiveness plans (SLOs).
  - **Learn:** Videos and tools for professional development aligned to the *Framework for Teaching*.

# Certified Evaluators via Teachscape



- Administrators who will be evaluating educators must be certified by passing the *Framework for Teaching* proficiency test before evaluating any staff member.
- Administrators who will be evaluating educators must be certified by passing the *Framework for Teaching* proficiency test before evaluating any staff member.
- Certification test was developed as a scientifically sound test for assessing classroom observers.
- Assesses observers' knowledge of the *Framework for Teaching* and ability to make accurate judgments of teaching practice.
- Two part assessment takes approximately 5 -7 hours.
- Measures observer judgment across content areas: English language arts, mathematics, science, social studies.

# Teachscape: Data collection tool for observations and goals

## Wisconsin State Pilot WorkFlow (2013-2014) - New Berlin

Lead Evaluator: Nicole Jones ( [Manage Reviewers](#) ) ( [Change Evaluator](#) )

[Evaluation Summary](#)

Evaluation Planning   Evaluator: Nicole Jones

Announced Observation   Evaluator: Nicole Jones

[Rename](#)

[Duplicate](#)

Unannounced Observation   Evaluator: Nicole Jones

[Rename](#)

[Duplicate](#)

Mid-Year Goal Review   Evaluator: Nicole Jones

Final Evaluation Conference   Evaluator: Nicole Jones

[+ Add Another Observation](#)

# Teachscape: Observation Evidence



[home](#) [focus](#) [reflect](#) [learn](#) [My Videos](#) [Reflect Help](#) [Nicole Jones](#)

Arts, Alisa: [Details](#) ▶ [Notes and Evidence](#) ▶ [Score](#) ▼ ▶ [Observation Summary](#)

Notes and Evidence [Download PDF](#)

Add

Timestamp: ☒ On ☐ Off [Spell Check](#)

Observation date May 13, 2014

A student asks his peer to explain the homework to him

[edit](#) [delete](#) [list](#) 0

10:39 am

The teacher walks from group to group, checks in homework, gives student individual feedback on their work

[edit](#) [delete](#) [list](#) 0

10:38 am

Students are working in groups of 3

[edit](#) [delete](#) [list](#) 0

# Teachscape: Observation Evaluation

[home](#)
[focus](#)

reflect

[learn](#)

[My Videos](#)
[Reflect Help](#)
[Nicole Jones](#)

[Arts, Alisa](#)
[Details](#)
[Notes and Evidence](#)
[Score](#)
[Observation Summary](#)

Score: **2a: Creating an Environment of Respect and Rapport**

Summary (optional)

Spell Check Summary

Add

Observation date May 13, 2014

The Teacher says hello to each student as they enter the room

10:47 am

All students watch the teacher and listen quietly as the Teacher reviews the learning targets for the day

10:49 am

The teacher kneels down to the level of the student when answering her question

10:50 am

Levels of Performance

☐ N/A Insufficient Evidence

☐ 1 Unsatisfactory
 

Show critical attributes

☐ 2 Basic
 

Show critical attributes

☒ 3 Proficient
 

Hide critical attributes

☐ 4 Distinguished
 

Hide critical attributes

☒ **Talk between the teacher and students and among students is uniformly respectful.**

☐ The teacher successfully responds to disrespectful behavior among students.

☐ Students participate willingly, but may be somewhat hesitant to offer their ideas in front of classmates.

☒ **The teacher makes general connections with individual students.**

☒ **Students exhibit respect for the teacher.**

☐ The teacher demonstrates knowledge and caring about individual students' lives beyond the class and school.

☐ There is no disrespectful behavior among students.

☐ When necessary, students respectfully correct one another.

☐ Students participate without fear of put-downs or ridicule from either the teacher or other students.

☐ The teacher respects and encourages students' efforts.

# Resources

## Informational Resources

### Website:

<http://ee.dpi.wi.gov/>

### Educator Effectiveness Newsletter:

(To subscribe, send an email to [educator.effectiveness@dpi.wi.gov](mailto:educator.effectiveness@dpi.wi.gov))

### Educator Effectiveness Searchable FAQs:

<https://helpdesk.dpi.wi.gov/footprints/eehelp.html>

### Teachscape

[www.teachscape.com](http://www.teachscape.com)

### Twitter

@WIDPI\_EE

# Questions?

# **KENOSHA UNIFIED SCHOOL DISTRICT**





August 26, 2014

DONATION TO THE DISTRICT

The District has received the following donation:

1. Gateway Technical College and the National Coalition of Certification Centers-NC3 donated Snap-on diagnostic tools to Bradford High School. The value of the donation is \$6,000.00.

Administrative Recommendation

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

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

*This page intentionally left blank*

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

August 26, 2014

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

**August**

- August 12, 2014 – Standing Committee Meetings – 5:30 p.m. in ESC Board Room
- August 25, 2014 – All Staff Report
- August 26, 2014 – Regular Board of Education Meeting – 7:00 P.M. in ESC Board Room

**September**

- September 2, 2014 – First Day of School for Students
- September 9, 2014 – Standing Committee Meetings – 5:30 p.m. in ESC Board Room
- September 10, 2014 – Public Hearing on Budget/Annual Meeting of Electors – 7:00 P.M. in Indian Trail High School & Academy Auditorium
- September 23, 2014 – Regular Board of Education Meeting – 7:00 P.M. in ESC Board Room

Bd/ragtsr.doc

*This page intentionally left blank*