



REGULAR MONTHLY BOARD MEETING

March 22, 2016

7:00 PM

**Educational Support Center
Board Meeting Room
3600-52nd Street
Kenosha, Wisconsin**

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Regular School Board Meeting
March 22, 2016
Educational Support Center
7:00 PM

- I. Pledge of Allegiance
- II. Roll Call of Members
- III. Awards/Recognition
 - A. MathCounts Chapter Competition Recognition
 - B. Wisconsin Newspaper Association Foundation High School Better Newspaper Contest Winners
 - C. Spelling Bee Winners
 - D. Exchange Club of Kenosha A.C.E. Award Recipient
 - E. Resolution No. 322 - Resolution of Appreciation to Kyle Flood
- IV. Administrative and Supervisory Appointments
- V. Introduction and Welcome of Student Ambassador
- VI. Legislative Report
- VII. Views and Comments by the Public
- VIII. Response and Comments by Board Members (Three Minute Limit)
- IX. Remarks by the President
- X. Superintendent's Report
- XI. Consent Agenda
 - A. Consent/Approve 4
Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations
 - B. Consent/Approve 5
Minutes of 2/15/16, 2/18/16 and 3/8/16 Special Meetings, 2/23/16 and 3/8/16 Special Meetings and Executive Sessions and 2/23/16 Regular Meeting
 - C. Consent/Approve 23
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XVI. Adjournment	

Kenosha Unified School District

Kenosha, WI

March 22, 2016

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Appointment	Richmond	Vanessa	Brass Community School	ESP - Headstart	Instructional	02/15/2016	1	\$15.33
Appointment	Strash	Andrew	Finance	Financial Analyst I	Administration	02/22/2016	1	\$63,861.00
Appointment	Puckett	Todd	Facility Services	HVAC Mechanic - DDC Controls	Service	03/14/2016	1	\$29.68
Early Retirement	Faraca	Helena	Forest Park Elementary School	Grade 2	Instructional	06/10/2016	1	\$78,396.00
Early Retirement	Kordus	Rhonda	Food Services	Unit Manager Middle School	Service	06/09/2016	1	\$19.70
Early Retirement	Kampa-Tews	Janice	Student Support/Guidance	Social Worker	Instructional	06/10/2016	1	\$78,396.00
Early Retirement	Kopesky	Lisa	Tremper High School	Clerical	ESP	06/09/2016	1	\$17.64
Early, Early Retirement	Faro	Deborah	Bullen Middle School	English	Instructional	06/10/2016	1	\$65,005.00
Early, Early Retirement	Engler	Pamela	Brompton School	Grade 1	Instructional	06/10/2016	1	\$65,005.00
Early, Early Retirement	Wolcott	Tammy	Lincoln Middle School	Math	Instructional	06/10/2016	1	\$70,517.00
Early, Early Retirement	Tronvig	Debra	Tremper High School	Guidance	Instructional	06/10/2016	1	\$82,838.00
Resignation	Gerdes	Michelle	Reuther Central High School	Accelerated Learning Teacher	Instructional	03/09/2016	1	\$67,218.00
Resignation	Moore	Katherine	Tremper High School	French	Instructional	06/10/2016	1	\$53,304.00
Resignation	Gomez	Velia	EBSOLA - Creative Arts	Cross Categorical	Instructional	06/10/2016	1	\$78,396.00
Resignation	Gerou	Kaley	Harvey Elementary School	Special Education	ESP	03/24/2016	1	\$15.33
Resignation	Wattles	Tamara	Prairie Lane Elementary School	Special Education	ESP	03/03/2016	0.5	\$15.44
Retirement	Schneck	Susan	Mahone Middle School	Grade 6	Instructional	06/10/2016	1	\$70,517.00

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A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD FEBRUARY 15, 2016

A special meeting of the Kenosha Unified School Board was held on Thursday, February 15, 2016, at 5:30 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for Views and Comments by the Public and to Interview Finalists for Health Insurance and Other Employee Fringe Benefits.

The meeting was called to order at 5:32 P.M. with the following members present: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, and Mrs. Coleman. Dr. Savaglio-Jarvis; Mr. Tarik Hamdan, Chief Financial Officer; and Mr. Scott Schultz and Mrs. Colleen Hoeksema, both from Hays Companies of Wisconsin, 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.

There were views and comments by the public.

Representatives from WEA Trust arrived at 5:52 P.M. They gave a presentation regarding health insurance and other employee fringe benefits and then responded to questions from Board members. They were excused at 6:36 P.M.

Representatives from UnitedHealthcare arrived at 6:39 P.M. They gave a presentation regarding health insurance and other employee fringe benefits and then responded to questions from Board members. They were excused at 7:55 P.M.

Representatives from Met Life arrived at 8:03 P.M. They gave a presentation regarding dental insurance and then responded to questions from Board members. They were excused at 8:41 P.M.

Representatives from Delta Dental arrived at 8:53 P.M. They gave a presentation regarding dental insurance and then responded to questions from Board members. They were excused at 9:22 P.M.

Mr. Falkofske moved to adjourn the meeting. Mr. Kunich seconded the motion. Unanimously approved.

Meeting adjourned at 9:23 P.M.

Stacy Schroeder Busby
School Board Secretary

A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD FEBRUARY 18, 2016

A special meeting of the Kenosha Unified School Board was held on Thursday, February 18, 2016, at 5:30 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for Views and Comments by the Public and Discussion Regarding Health Insurance and Other Employee Fringe Benefits.

The meeting was called to order at 5:37 P.M. with the following members present: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, and Mrs. Coleman. Dr. Savaglio-Jarvis; Mr. Tarik Hamdan, Chief Financial Officer; and Mr. Scott Schultz, Mrs. Colleen Hoeksema, and Mr. Alex Weky from Hays Companies of Wisconsin 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.

There were no views or comments by the public.

Mr. Kristopher Keckler, Executive Director of Information and Accountability, gave a PowerPoint presentation on the health benefits survey which covered the following topics: 2016 health benefits survey summary, overall satisfaction of current options, level of importance regarding financial impact, considerations for plan changes, considerations that impact paycheck, interest in a KUSD wellness program, cost of health packages, and additional programs. Mr. Keckler answered questions from Board members.

Mr. Kunich departed the meeting at 5:56 P.M.

Mr. Schultz gave a PowerPoint presentation which gave a financial update preview pertaining to health insurance and other employee fringe benefits which covered the following topics: the RFP timeline, financial updates, medical RFP, plan design options, current active employee medical contribution, medical plan design and administration, recap from Monday, February 15, 2016 meeting, near site clinic considerations, 2016/2017 dental RFP, dental plan and administration, 2016/17 disability RFP, 2016/17 voluntary vision RFP, 2016/2017 employee assistance program, and 2016/17 COBRA RFP.

Mr. Hamdan and Mr. Schultz gave a PowerPoint presentation on long term care which covered the following topics: long term care cost projections if KUSD stays with WEA medical, long term care cost projections if KUSD selects UHC medical, long term care cost projections if KUSD stops offering LTC to teachers, a long term care benefit

summary, and WEA termination options for members available through the calendar year 2016. Mr. Schultz and Mr. Hamdan answered questions from Board members.

Mr. Schultz distributed and presented three scenario illustrations pertaining to group long term care plan non forfeiture offers. Mr. Schultz answered questions from Board members.

Mr. Schulz distributed and presented three different plan option summaries pertaining to medical and dental insurance. Mr. Shultz answered questions from Board members.

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

Meeting adjourned at 7:40 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD February 23, 2016

A special meeting of the Kenosha Unified School Board was held on Tuesday, February 23, 2016, 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 6:20 P.M. with the following members present: Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present. Mr. Flood arrived later.

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 Personnel: Evaluation Consideration.

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

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

1. Personnel: Evaluation Consideration

Dr. Savaglio-Jarvis presented information pertaining to her Superintendent evaluation.

Mr. Flood arrived at 6:30 P.M.

Dr. Savaglio-Jarvis answered questions from Board members.

Mr. Snyder moved to adjourn the meeting. Mr. Falkofske seconded the motion. Unanimously approved.

Meeting adjourned at 6:50 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD FEBRUARY 23, 2016

A regular meeting of the Kenosha Unified School Board was held on Tuesday, February 23, 2016, 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 7:02 P.M. with the following Board members present: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, 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 Cast and Crew of Dogfight – International Thespian Festival Award.

There were no Administrative and/or Supervisory Appointments.

Mrs. Snyder introduced the Student Ambassador, Thomas Raimonde from Harborside Academy, and he made his comments.

Mr. Flood gave the Legislative Report.

Views and/or comments by the public were made.

Board members made their responses/comments.

Mrs. Coleman made Board President remarks.

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

Board members considered the following Consent-Approve items:

Consent-Approve item XI-A – Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations.

Consent-Approve item XI-B – Minutes of the 1/26/16 Regular Meeting.

Consent-Approve item XI-C – Summary of Receipts, Wire Transfers, and Check Registers submitted by Mrs. Lisa Salo, Accounting Manager; Mr. Tarik Hamdan, Chief Financial Officer; and Dr. Sue Savaglio-Jarvis, excerpts follow:

“It is recommended that the January 2016 cash receipt deposits totaling \$342,437.02, and cash receipt wire transfers-in totaling \$38,981,157.48, be approved.

Check numbers 531549 through 532621 totaling \$8,812,566.74, and general operating wire transfers-out totaling \$285,436.99, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the January 2016 net payroll and benefit EFT batches totaling \$12,529,840.97, and net payroll check batches totaling \$4,738.73, be approved.”

Consent-Approve item XI-D – Policy and Rule 5436 – Weapons submitted by Mr. Kristopher Keckler, Executive Director of Information and Accountability; Dr. Bethany Ormseth, Assistant Superintendent of Secondary School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“Policy and Rule 5436 – Weapons – was last revised in 1999. School Board member Dan Wade had suggested revisions to the policy, which would define any knife as a dangerous weapon as well as razor blades and box cutters. Due to the current nature of the Wisconsin Department of Public Instruction and the federal Civil Rights Data Collection reporting requirements, as well as conflicting use of the term “dangerous weapon” and how it is defined at the state and federal levels, additional time was requested to allow for legal opinion and clarification. Based on further review and consultation, Policy and Rule 5436 has been revised to establish a blade of any length as a dangerous weapon by legal counsel.

At its October 13, 2015, meeting, the Personnel/Policy Committee voted to forward revisions to Policy and Rule 5436 to the School Board for consideration. The School Board approved revised Policy and Rule 5436 as a first reading on October 27, 2015. The School Board agreed to table this policy for further review/revision prior to a scheduled second reading on November 24, 2015. The School Board again approved revised Policy and Rule 5436 as a first reading on January 26, 2016. Administration recommends School Board approval of the proposed revisions to Policy and Rule 5436 – Weapons as a second reading at the February 23, 2016, regular School Board meeting.”

Mr. Kunich moved to approve the Consent Agenda as contained in the agenda. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Mary Frost Ashley Charitable Trust submitted by Mrs. Patricia Demos, Community School Relations Coordinator; Mrs. Tanya Ruder, Executive Director of Community Partnerships and Media Relations; and Dr. Savaglio-Jarvis, excerpts follow:

“The district applied for and received funding from the Mary Frost Ashley Charitable Trust in 2010 and 2011 for the Back-to-School – A Celebration of Family and Community Event, and parent and student programs. From 2012 to the current school year, the district has been invited to apply and received funding from the Trust used for back to school supplies, parent and student education and learning experiences, parent leadership training, the district Recognition Program, annual Alcohol, Tobacco, and Other Drugs Awareness Student Recognition Brunch, as well as playground equipment for one elementary school.

During the 2016-2017 school year, the district plans to further develop and strengthen the comprehensive parent education training program, family interactive learning experiences, student learning opportunities, District Recognition Program, annual Alcohol, Tobacco and Other Drugs Awareness Student Recognition Brunch and awareness week, and provide safe playground equipment for Grant Elementary School. Plans for three new initiatives to be implemented include establishing a yearlong class for parents with technology, Active Parenting, a six-week researched based program, and offer two family postsecondary/college tours. This comprehensive program is developed with the framework of Search Institute’s “40 Developmental Assets,” and Joyce Epstein’s School, Family and Community Partnerships guide. The design plan includes improving student achievement and personalized learning, expanding collaborative partnerships with families and the community, securing resources to support student learning and implementing Joyce Epstein’s “Ten Steps to Success: School-Based Programs of Family, School, and Community Partnerships.”

A quorum was not present at the February 9, 2016, meeting of the joint Audit/Budget/Finance and Curriculum/Program committees so no action was taken. Administration recommends that the Board of Education approve this one-year grant proposal titled Framework for Healthy Youth Development: Expanding Family Learning and Student Engagement Program in the amount of \$125,000 for submission to the Mary Frost Ashley Charitable Trust.”

Mrs. Demos was present and answered questions from Board members.

Mrs. Snyder moved to approve the one-year grant proposal titled Framework for Healthy Youth Development: Expanding Family Learning and Student Engagement Program in the amount of \$125,000 for submission to the Mary Frost Ashley Charitable Trust. Mr. Flood seconded the motion. Unanimously approved.

Mr. Patrick Finnemore, Director of Facilities, presented the Outdoor Athletics Facility Project Bid Summary submitted by Mr. John Setter, Project Architect; Mr. Finnemore; and Dr. Savaglio-Jarvis, excerpts follow:

“The construction bids for the Outdoor Athletic Facility Project were received on February 2, 2016, by Camosy Construction and representatives of our Facilities Department staff. The table summarizes the low bids and selected key contractors by bid section.

The total at the bottom of the table is the guaranteed maximum price for construction of the project which matches the referendum budget of \$16,700,000. Contractors highlighted in blue are headquartered in Kenosha County.

This report was presented at the February 9, 2016, meeting of the Planning, Facilities, and Equipment Committee and the committee voted unanimously to forward this report onto the Board for consideration. Administration recommends Board approval of the contractor selection and associated bids for the Outdoor Athletic Facility project as summarized in this report.”

Mr. Finnemore answered questions from Board members.

Mr. Wade moved to approve the contractor selection and associated bids for the Outdoor Athletic Facility project as summarized in the report. Mr. Flood seconded the motion. Unanimously approved.

Mr. Finnemore presented the Storm Water Easements – Outdoor Athletics Projects submitted by himself and Dr. Savaglio-Jarvis, excerpts follow:

“The City of Kenosha requires that KUSD provide an easement(s) on a portion of the following school owned or leased properties: Ameche Field/Anderson Park, Bradford High School, and Bullen Middle School.

These easements will allow the City access to the storm water management facilities being installed at the three sites to support the Outdoor athletic projects at the three locations. This access will allow City staff or contractors to perform necessary maintenance and inspections on those facilities.

In addition to the storm water easements, there will also be an easement for the City to access and maintain an existing major sanitary sewer pipe at the Bradford site.

There are no financial considerations associated with these easements.

This report was presented at the February 9, 2016, meeting of the Planning, Facilities, and Equipment Committee and the committee voted unanimously to forward this report onto the Board for consideration. Administration recommends Board approval of the proposed storm water and sanitary sewer easements with the City of Kenosha as described in this report.”

Mr. Wade moved to approve the proposed storm water and sanitary sewer easements with the City of Kenosha as described in this report. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Finnemore presented the 2016-2017 Capital Projects Plan submitted by Mr. Setter, Mr. Finnemore, and Dr. Savaglio-Jarvis, experts follow:

“Board Policy 3711 requires that a major maintenance project list be developed

annually by the Department of Facilities Services and that the list be reviewed by the Planning, Facilities, and Equipment Committee and taken to the School Board for action no later than April 1st of each year. This report includes the proposed major maintenance and energy savings projects plans for 2016-17.

The overall major maintenance budget is \$2,000,000; however \$500,000 will once again be used to continue to pay off the loan used to fund the Reuther masonry restoration project that was performed in 2009-2011. That leaves \$1,500,000 available for major maintenance projects this coming fiscal year. In addition, we have a budget of \$500,000 within our utilities/energy budget to fund capital projects each year.

This report was presented at the February 9, 2016, meeting of the Planning, Facilities, and Equipment Committee and the committee voted unanimously to forward this report onto the Board for consideration. Administration recommends Board approval of the 2016-17 Capital Projects Plan as described in this report.”

Mr. Falkofske moved to approve the 2016-2017 Capital Projects Plan as described in the report. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Julie Housaman, Assistant Superintendent of Teaching and Learning, presented the Course Change Proposals for LakeView Technology Academy submitted by Mr. William Hittman, Principal at LakeView Technology Academy; Ms. Marsha Nelson, Interim Coordinator of Career and Technical Education; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“LakeView Technology Academy, under the guidance of Gateway Technical College, is proposing a shift in instructional foci in the Information Technology Academy from networking to computer programming and web development, beginning transitionally the 2016-2017 school year and then making the shift complete by the 2017-2018 school year.

The rise of cloud services provides companies with cheaper alternatives to maintaining their own networks. As a result the market in networking is becoming oversaturated and certifications in networking are diminishing in value. However, computer programming and web development, both of which have shown continual growth since 2012, are predicted to be among the most in-demand jobs in 2016. LakeView and Gateway wish to respond to the change in the market to better serve our students in their future careers in information technology.

Beginning with the 2016-2017 school year, LakeView, under the guidance of Gateway Technical College, wishes to transition from networking to computer programming and web development in our Information Technology Academy. This transition will take two years to implement. This is because students at the senior level in networking during the 2016-2017 school year will need to continue their track to earn their networking certification. However, the junior level students will be beginning working towards their certification in computer programming and web development. By the 2017-2018 school year, all LakeView students, in the IT track, will have transitioned to new IT curriculum.

At its February 9, 2016, meeting, the Curriculum/Program Standing Committee voted to forward this report to the school board for approval. Administration recommends that the school board approve the attached course proposals and course elimination requests to shift the instructional foci from networking to computer programming and web development in the Information Technology Academy at LakeView Technology Academy.”

Mr. Wade moved to approve the course proposals and course elimination requests to shift the instructional foci from networking to computer programming and web development in the Information Technology Academy at LakeView Technology Academy. Mr. Kunich seconded the motion. Unanimously approved.

Mrs. Housaman presented the New Course Proposal: Foundations of Algebra submitted by Mrs. Jennifer Lawler, Coordinator of Mathematics; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“Nationwide there is growing concern about Americans’ mathematical literacy. As economic conditions shift within the United States, schools have come under increasing criticism for insufficiently preparing students for the rigorous demands of college math courses and careers requiring high-level math skills. In 2015 only 40 percent of eighth graders scored at or above proficient levels in math on the National Assessment of Educational Progress (NAEP); in KUSD 22% of students in grade eleven met the ACT College Readiness Benchmark. Additionally, more than one quarter of college freshmen must take remedial math courses because they lack sufficient knowledge to enroll in college-level math courses. Clearly, there is a gap between the math skills students gain in high school and the requirements they face once they leave. Across the country, states are responding to the need to equip young adults with higher-level math skills. Consequently, states and districts have sought to increase the rigor of math coursework both in the middle grades and in high school. Despite these efforts many students are still entering high school unprepared for Algebra I, the gateway course for more advanced math. This is a substantial concern because grades and course failures are strong predictors of important outcomes like high school and college graduation.

In order to implement this course in the 2016-17 school year, the Office of Teaching and Learning is providing, for board of education approval, the course addition form (Appendix A). The form explains the rationale for the new course addition.

At the February 9, 2016, meeting, the Curriculum/Program Standing Committee voted to forward this report to the school board for approval. Administration recommends that the school board approve the addition of the Foundations of Algebra.”

Mrs. Housaman answered questions from Board members.

Mr. Flood moved to approve the addition of the Foundations of Algebra. Mr. Wade seconded the motion. Unanimously approved.

Mrs. Housaman presented the New Course Proposal: Computer Science Fundamentals submitted by Mrs. Lawler, Ms. Nelson, and Dr. Savaglio-Jarvis, excerpts follow:

“In the United States it is estimated that 1.2 million workers will be needed in the fields of computer science and mathematics over the next five years. While the demand for employees with this training is rapidly increasing the number of students seeking this pathway in technical and four year colleges will only fill approximately 40% of the openings. In December 2015 the school board approved the addition of Exploring Computer Science for the senior high schools.

Middle school students across the district participated in the Hour of Code activities in December 2015, during the school day, before, and after school. Students responded enthusiastically to this opportunity to learn about computer programming and write code. Administration acknowledges the benefit of providing opportunities for students to explore this growing career pathway prior to entering high school. The addition of Computer Science Fundamentals as an elective computer science course will respond to student interest, and provide an opportunity for middle school students to explore career options in computer science. If approved this course would be added to the middle school schedule as a semester elective option either in grades 7 and 8 or grade 8 for the 2016-2017.

At its February 9, 2016, meeting, the Curriculum/Program Standing Committee voted to forward this report to the school board for approval. Administration recommends that the school board approve the addition of the Computer Science Fundamentals course.”

Mrs. Housaman answered questions from Board members.

Mrs. Snyder moved to approve the addition of the Computer Science Fundamentals course. Mr. Kunich seconded the motion. Unanimously approved.

Mrs. Housaman presented the Course Removal and Name Change Proposal: Precalculus submitted by Mrs. Lawler, Mrs. Housaman, and Dr. Savaglio-Jarvis, excerpts follow:

“In 2006 Advanced Math Analysis-Honors was renamed Precalculus-Honors. However, Math Analysis was not renamed. This change is consistent with course naming conventions for other mathematics courses as well as courses in other content areas. In order to implement this name change in the 2016-17 school year, the Office of Teaching and Learning is providing, for board of education approval, the course change form (Appendix A). The form explains the rationale for the removal.

In order to implement this name change in the 2016-17 school year, the Office of Teaching and Learning is providing, for board of education approval, the course change form (Appendix B). The form explains the rationale for the name change. Appendix C includes the scope and sequence for this course.

At its February 9, 2016, meeting, the Curriculum/Program Standing Committee voted to forward this report to the school board for approval. Administration recommends that the school board approve the proposal for the change of the Math Analysis course to Precalculus.”

Mr. Wade moved to approve the change of the Math Analysis course to Precalculus. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy and Rule 4332 – Criminal Background Checks submitted by Mrs. Annie Petering, Chief Human Resources Officer, and Dr. Savaglio-Jarvis, excepts follow:

“Initially, we were updating Policy 4332 so that it explicitly included the word “chaperones” in order to align with the new Board Policy and Rule 4333 Chaperone Requirements and Expectations (approved on August 25, 2015). At its September 8, 2015 meeting, the Personnel/ Policy Committee voted to forward revision of Policy and Rule 4332 to the school board for consideration. Subsequent to that meeting, we discovered that the language should be updated in a broad scope to capture the interests of the district while aligning with federal laws.

In further reviewing the language of Policy 4332 it was discovered that we needed to update it so that it not only reflected considerations regarding past convictions, but also “circumstances giving rise to pending charges” at the time of application for a position. Please note that an employer cannot discriminate against an applicant based on information obtained in criminal background checks. However, an employer may consider criminal background information in making employment decisions if the conviction or circumstance giving rise to a pending charge is substantially related to the circumstances of the particular job.

We also updated Rule 4332 in paragraph 4 so that it reflects the use of any vendor the district may deem necessary in order to complete a thorough criminal background check. We also updated to make sure the cross references were accurate.

Administration recommends that the School Board approve updated Policy and Rule 4332 – Criminal Background Checks as first reading on February 23, 2016, and a second reading on March 22, 2016.”

Discussion took place regarding the addition of “individuals entering school buildings and/or having contact with students” to the policy, what the current procedure/norm are for denying someone access to buildings and/or employment, and what crimes do and don’t exclude someone from volunteering and/or from employment? Dr. Savaglio-Jarvis indicated that information will be gathered and a recommendation presented back to the Board on the previously noted discussions.

Mr. Wade moved to approve updated Policy and Rule 4332 – Criminal Background Checks as first reading. Mr. Falkofske seconded the motion. Motion carried. Mr. Flood abstaining.

Mrs. Ruder presented Policies/Rules 1213, 3535, and 4226 submitted by herself and Dr. Savaglio-Jarvis, excerpts follow:

“Policies 1213 - Web Publication, 3535 - Technology Acceptable Use and 4226 - Online Forum each currently refer to the appropriate use of technology and the content that is posted on online forums, including websites, social media, blogs and other various forums. While each of the policies independently served a purpose in the past, our legal advisors recommend streamlining the three policies into one to better allow the district to uphold what is contained within them. By streamlining, the district will have one policy regarding acceptable use of technology for staff.

One of the major changes includes cleaning up language to delineate between an employee's personal use and professional use of social media. Another change includes discouraging the use of personal email and social media accounts as a tool to communicate with students. In addition, language from Policy 1213 was cleaned up to allow the District to post/share appropriate student information as allowable under FERPA, Wis. Stat. 118.25 and the District's Student Records Policy. The new employee guidelines also put into writing the restriction for soliciting for personal commercial use as well as for outside organizations.

On Feb. 9, 2016, the Personnel/Policy Committee voted to forward administration's recommendation of sending revised Policy and Rule 4226 Staff Technology Acceptable Use Policy, which includes the elimination of Policies/Rules 1213 and 3535, to the school board for consideration as a first reading on February 23, 2016, and a second reading on March 22, 2016.”

Mr. Kunich moved to approve revised Policy and Rule 4226 Staff Technology Acceptable Use Policy, which includes the elimination of Policies/Rules 1213 and 3535, as a first reading. Mr. Falkofske seconded the motion. Unanimously approved.

Mr. Keckler presented Policy and Rule 6633 – Student Technology Acceptable Use Policy submitted by himself and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 6633 – Student Technology Acceptable Use Policy refers to the expectations for Kenosha Unified students and their various interactions with technology. This policy currently is presented to all families as a required component of the annual school registration process. Also, each student is sent a copy to their district assigned internal email account at the start of each school year. Staff members from each school take time to educate all students on the expectations as well as the benefits to gaining comfort and efficiency with the ever growing technology within our schools. Similar policies related to technology use have been revised based on legal guidance. Minor revisions relate to the proposed alignment to the other district policies related to overall technology use, as well as removal of redundant phrases.

At its February 9, 2016, meeting, the Personnel/Policy Committee voted to forward revisions to Policy and Rule 6633 - Student Technology Acceptable Use to the School Board for consideration. Administration recommends School Board approval of the proposed revisions to Policy and Rule 6633 - Student Technology Acceptable Use

as a first reading at the February 23, 2016, regular School Board meeting and a second reading at the March 22, 2016, regular School Board meeting.”

Mr. Keckler answered questions from Board members.

Mr. Wade moved to approve Policy and Rule 6633 - Student Technology Acceptable Use as a first reading. Mrs. Snyder seconded the motion. Unanimously approved.

Mrs. Ruder presented the 2016-2017 Employee Handbook – Revised Addition submitted by herself, Mrs. Petering, and Dr. Savaglio-Jarvis, excerpts follow:

“Administration recommends the changes for the 2016-2017 employee handbook.

Administration has scheduled employee focus group meetings on March 2, 11 and 17 to clarify any portions of the document and/or respond to employee questions.

On January 26, 2016, this report and the Employee Handbook were presented as an informational item to the Board of Education. The revised report and Employee Handbook are now being forwarded to the Board of Education for consideration as a first reading at the February 23, 2016, regular board meeting and a second reading at the April 25, 2016, regular board meeting with an effective date of July 1, 2016.”

Mrs. Ruder provided the additional information gathered in response to questions or statements posed by Board members during the January 26, 2016 informational update.

Additional questions or statements were noted pertaining to the teacher forfeiture item.

Mr. Wade moved to approve the 2016-2017 Employee Handbook – Revised Addition as a first reading. Mr. Falkofske seconded the motion. Unanimously approved.

Mrs. Snyder presented the Donations to the District as contained in the agenda.

Mrs. Snyder moved to approve the Donations to the District as contained in the agenda. Ms. Stevens seconded the motion. Unanimously approved.

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

Meeting adjourned at 9:09 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD MARCH 8, 2016

A special meeting of the Kenosha Unified School Board was held on Tuesday, March 8, 2016, 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 5:46 P.M. with the following members present: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, 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 Personnel: Evaluation Consideration.

Mr. Wade moved that the executive session be held. Mr. Falkofske seconded the motion.

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

1. Personnel: Evaluation Consideration

Dr. Savaglio-Jarvis answered questions from Board members pertaining to her Superintendent evaluation.

Dr. Savaglio-Jarvis departed the meeting at 5:58 P.M.

Board members discussed the Superintendent evaluation timeline.

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

Meeting adjourned at 6:09 P.M.

Stacy Schroeder Busby
School Board Secretary

A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD MARCH 8, 2016

A special meeting of the Kenosha Unified School Board was held on Tuesday, March 8, 2016, at 5:30 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for Views and Comments by the Public and Discussion/Action Regarding Health Insurance and Other Employee Fringe Benefits.

The meeting was called to order at 6:31 P.M. with the following members present: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, 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 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.

There were views and comments by the public.

Mrs. Coleman asked for a motion pertaining to selection of a medical carrier.

Mr. Kunich moved to approve the selection of the incumbent WEA Trust with a 2.5% first year premium reduction and 8% premium cap in years two and three as the medical insurance carrier for the Kenosha Unified School District to be effective on July 1, 2016. Ms. Stevens seconded the motion. Motion carried. Mrs. Snyder abstaining.

Mrs. Coleman asked for a motion pertaining to selection of a medical plan design.

Mr. Wade moved to approve the selection of a traditional \$750 single/\$1,500 family deductible plan as the base medical insurance plan design for the Kenosha Unified School District to be effective on July 1, 2016. Ms. Stevens seconded the motion. Discussion followed.

Roll call: Ayes: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mr. Falkofske and Mrs. Coleman. Noes: None. Motion carried. Mrs. Snyder Abstaining.

Mrs. Coleman asked for a motion pertaining to selection of a dental carrier.

Mr. Falkofske moved to approve the selection of the incumbent Delta Dental with an 8% first year premium reduction, 6.5% premium cap in year two, and 7% premium cap in year three as the dental insurance carrier for the Kenosha Unified School District to be effective on July 1, 2016. Ms. Stevens seconded the motion. Discussion followed.

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

Mrs. Coleman asked for a motion pertaining to selection of a long term disability carrier.

Mr. Wade moved to approve the selection of the incumbent NIS with a 4.95% first year premium reduction and 0% premium change in years two and three as the long term disability insurance carrier for the Kenosha Unified School District to be effective on July 1, 2016. Mr. Falkofske seconded the motion.

Roll call: Ayes: Mr. Flood, Ms. Stevens, Mr. Kunich, Mr. Wade, Mr. Falkofske and Mrs. Coleman. Noes: None. Motion carried. Mrs. Snyder abstaining.

Mrs. Coleman asked for a motion pertaining to selection of a voluntary vision carrier.

Mrs. Snyder moved to approve the selection of the incumbent NVA with a 0% premium change for one year as the voluntary vision insurance carrier for the Kenosha Unified School District to be effective on July 1, 2016. Mr. Wade seconded the motion.

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

Mrs. Coleman asked for a motion pertaining to the selection of an employee assistance program carrier.

Mr. Flood moved to approve the selection of the incumbent Empathia with a 26.67% first year premium reduction and 0% premium change in years two and three as the employee assistance program benefit carrier for the Kenosha Unified School District to be effective on July 1, 2016. Mr. Kunich seconded the motion.

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

Mrs. Coleman asked for motion pertaining to the selection of a flexible spending account administrator.

Mr. Wade moved to approve the selection of the incumbent DBS with a 14.47% first year premium reduction and 0% premium change in year two as the flexible spending account benefit administrator for the Kenosha Unified School District to be effective on July 1, 2016. Ms. Stevens seconded the motion.

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

Mrs. Coleman asked for a motion pertaining to the selection of a COBRA administrator.

Mr. Kunich moved to approve the selection of EBC which is associated with the retention of WEA Trust medical as the COBRA benefit administrator for the Kenosha Unified School District to be effective on July 1, 2016. Ms. Stevens seconded the motion.

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

Mrs. Coleman asked for a motion pertaining to long term care.

Mr. Wade moved to discontinue and terminate the group long term care plan for the Kenosha Unified School District to be effective on July 1, 2016 with the understanding that available funds will be used for compensation for active employees. Mr. Kunich seconded the motion. Discussion followed.

Mr. Tarik Hamdan, Chief Financial Officer, and Mr. Scott Schultz, representative with Hays Companies of Wisconsin, answered questions from Board members.

Mr. Flood moved to discontinue and terminate the group long term care plan for the Kenosha Unified School District to be effective on July 1, 2016 with the understanding that available funds will be used for compensation and/or contribution to the accelerated buy-up of long term care decided at a special meeting. Motion failed due to lack of a second.

Mrs. Coleman asked for roll call on Mr. Wade's motion to discontinue and terminate the group long term care plan for the Kenosha Unified School District to be effective on July 1, 2016 with the understanding that available funds will be used for compensation for active employees.

Roll call: Ayes: Mr. Kunich, Mr. Wade, Mr. Falkofske, and Mrs. Coleman. Noes: Mr. Flood and Ms. Stevens. Motion carried. Mrs. Snyder abstaining.

Mr. Kunich moved to adjourn the meeting. Ms. Stephens seconded the motion. Unanimously approved.

Meeting adjourned at 7:49 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
March 22, 2016

CASH RECEIPTS	reference	total
February 2016 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 5,676,781.48
District Municipalities	<i>tax settlement - February payment</i>	21,748,124.95
Johnson Bank	<i>account interest</i>	169.87
US Treasury	<i>interest refund - various bond issues</i>	497,788.25
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	171,613.00
Bankcard Services (TicketSpice.com)	<i>fine arts ticket sales receipts (net of fees)</i>	25,294.03
Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	72,826.43
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	24,666.85
HHS	<i>head start grant</i>	142,947.70
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	70,162.68
Total Incoming Wire Transfers		28,430,375.24

February 2015 Deposits to Johnson Bank - All Funds:

General operating and food services receipts	<i>(excluding credit cards)</i>	537,913.14
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TOTAL FEBRUARY CASH RECEIPTS

\$ 28,968,288.38

CASH DISBURSEMENTS	reference	total
February 2016 Wire Transfers-Out, from Johnson Bank to:		
<i>Payroll & Benefit wires</i>		
Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 7,147,589.65
WI Department of Revenue	<i>state payroll taxes</i>	720,365.09
WI Department of Revenue	<i>state wage attachments</i>	542.32
IRS	<i>federal payroll taxes</i>	2,732,310.63
Delta Dental	<i>dental insurance premiums</i>	249,636.88
Diversified Benefits Services	<i>flexible spending account claims</i>	25,527.51
Employee Trust Funds	<i>wisconsin retirement system</i>	1,424,256.21
NVA	<i>vision insurance premiums</i>	13,940.50
Various	<i>TSA payments</i>	308,971.48
<i>Subtotal</i>		12,623,140.27
<i>General Operating Wires</i>		
US Bank	<i>purchasing card payment-individuals</i>	168,287.62 *
US Bank	<i>purchasing card payment-AP program</i>	53,904.10 *
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	16,666.67
Various	<i>returned checks</i>	110.45
<i>Subtotal</i>		238,968.84
Total Outgoing Wire Transfers		\$ 12,862,109.11

February 2016 Check Registers - All Funds:

Net payrolls by paper check	<i>Register# 01003DP, 01004DP</i>	\$ 9,702.07
General operating and food services	<i>Check# 532622 thru Check# 533847 (net of void batches)</i>	7,893,502.97
Total Check Registers		\$ 7,903,205.04

TOTAL FEBRUARY CASH DISBURSEMENTS

\$ 20,765,314.15

*See attached supplemental report for purchasing card transaction information

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending February 15, 2016

Merchant Name	Total
MENARDS KENOSHA WI	\$ 12,605.24
AIRLINE	\$ 7,070.29
HAJOCA KENOSHA PC354	\$ 7,015.98
VEHICLE MAINT. & FUEL	\$ 6,928.20
HOTEL	\$ 6,328.89
RESTAURANTS & CATERING	\$ 5,719.33
INDUSTRIAL CONTROLS	\$ 4,911.02
AMAZON MKTPLACE PMTS	\$ 4,589.31
STERICYCLE	\$ 4,475.76
MARK S PLUMBING PARTS	\$ 4,453.29
HYDRO-FLO PRODUCTS INC	\$ 4,201.96
WW GRAINGER	\$ 3,628.03
BATTERIES PLUS KEN	\$ 3,114.99
ULINE *SHIP SUPPLIES	\$ 2,909.00
E-CONOLIGHT	\$ 2,579.60
CLASS 1 AIR INC	\$ 2,549.85
JMB & ASSOCIATES, LLC	\$ 2,292.84
HALLMAN LINDSAY PAINTS	\$ 2,134.58
IN *A BEEP, LLC	\$ 2,124.90
VIKING ELECTRIC - KENOSHA	\$ 1,849.27
COLONNA DAUM PRICE	\$ 1,848.60
WEBCONNEX.COM/CHARGE	\$ 1,757.45
BEST BUY 00011916	\$ 1,663.26
STATE OF WI DPI REGONLINE	\$ 1,650.00
USPS POSTAL ST66100207	\$ 1,623.85
PAPERCUT	\$ 1,509.00
JOHNSON CONTROLS SP	\$ 1,505.29
CHESTER ELECTRONIC SUPPLY	\$ 1,443.26
ARES HOTELS AND TICKETS	\$ 1,416.06
IRIS USA INC	\$ 1,394.00
EDS ARCHITECTURAL OPENING	\$ 1,375.00
3654 INTERSTATE	\$ 1,358.16
MOORE OIL COMPANY INC	\$ 1,340.60
BETTYMILLSC	\$ 1,297.03
MCCOTTER ENERGY SYSTEM	\$ 1,256.43
PAYPAL *WISCONSINED	\$ 1,225.00
CONNEY SAFETY	\$ 1,220.23
IVIE ENTERPRISES INC	\$ 1,149.65
J W PEPPER AND SON INC	\$ 1,117.88
ZORO TOOLS INC	\$ 1,083.41
TOWN & CNTRY GLASS CO	\$ 1,049.67
IN *GAPPA SECURITY SOLUTI	\$ 1,033.25
EXPEDIA*1127036196572	\$ 1,031.55
DW DAVIES AND CO INC	\$ 1,031.28
HOMEDEPOT.COM	\$ 1,024.81
AMERICAN ASSOC OF SCHOOL	\$ 980.00
VIKING ELECTRIC-CREDIT DE	\$ 964.80

FIRST SUPPLY LLC #2033	\$	946.56
WWW SCHOOLMATE COM	\$	937.31
WALMART.COM 8009666546	\$	910.25
UW EOP NONCREDIT PROGRAM	\$	900.00
UWM HELEN BADER CONT ED	\$	900.00
HESCO INC	\$	824.12
SIEMENS INDUSTRY INC	\$	807.00
ZORN COMPRESSOR	\$	805.09
G2 PRINTING SOLUTIONS	\$	801.91
HIGHWAY C SVC	\$	756.72
CDW GOVERNMENT	\$	756.32
NATL SCHOLASTIC PRESS	\$	743.00
BOSCH PACKAGING SERVICE	\$	729.45
WALMART.COM	\$	728.20
PAYPAL *BETTYMILLSC	\$	688.90
MCMASTER-CARR	\$	685.46
LOWES #00907*	\$	679.84
THE TRANE COMPANY	\$	625.98
THE HOME DEPOT 4926	\$	615.85
GFS STORE #1919	\$	605.66
MENARDS RACINE WI	\$	604.67
ACT*WICUG	\$	600.00
ROC*ROCKLER WDWRK HDWE	\$	595.51
PROJECT LEAD THE WAY, INC	\$	595.00
WAL-MART #1167	\$	592.56
AMAZON.COM	\$	538.13
TOPSPIN MEDIA INC	\$	529.25
DSPS EPAY ISE	\$	500.00
META INC	\$	490.00
SQ *SDE	\$	485.19
CARDINAL STRITCH UNIVERSI	\$	480.00
AMAZON.COM AMZN.COM/BILL	\$	445.29
SXSW	\$	445.00
NVITE EVENT TICKET NVI	\$	428.00
WORLD DRYER CORP	\$	421.29
JOHNSTONE SUPPLY	\$	418.06
WISCONSIN STATE READING A	\$	417.00
PESI INC	\$	399.98
PRUFROCK PRESS BOOK MAGAZ	\$	399.25
POSITIVE PROMOTIONS INC	\$	388.53
PARTY CITY	\$	383.02
ASSOC SUPERV AND CURR	\$	378.00
CASLON PUBLISHING	\$	351.56
NOVASPECT HOLDINGS INC	\$	336.35
WASBO FOUNDATION INC	\$	335.00
PAT'S SERVICES INC	\$	325.00
PICK N SAVE 00068718	\$	318.93
WHALEY PARTS & SUPPLY	\$	314.82
MILESTONE	\$	310.35
MASTERS BUILDING SOLUTION	\$	304.04
SHERWIN WILLIAMS #3180	\$	302.88
E-Z RENT-A-CAR PHXEZ	\$	302.34
COLLEGEBOARD*PRODUCTS	\$	300.00
SQ *JUMPNJAX (BARBA	\$	300.00
BARGAINMUGSCOM INC	\$	280.79

B&H PHOTO, 800-606-6969	\$	279.99
USCUTTER INC	\$	279.12
PLN*HOTEL-BOOK-ONLINE	\$	277.00
HALFMOON EDUCATION	\$	269.00
FESTIVAL FOODS	\$	262.33
JOANN FABRIC #0576	\$	256.44
PAYPAL *BOXCARSEDUC	\$	256.10
KOHL'S #0212	\$	239.97
US CARGO CONTROL	\$	231.42
NATIONAL SCIENCE TEACHER	\$	229.00
AMS STEAM PRODUCTS, LLC	\$	226.52
AT&T*BILL PAYMENT	\$	216.24
DATA MANAGEMENT INC.	\$	212.00
HOBBY LOBBY #350	\$	211.28
BUS MGMT DAILY	\$	211.00
TROPHY DEPOT INC	\$	200.48
PAYPAL *COOPERATIVE	\$	195.00
TALK TWO WAY.COM	\$	191.73
BESTBUYCOM780220001045	\$	189.89
SUPERSHUTTLE EXECUCARLAX	\$	188.80
ASSOCIATION OF WISC	\$	185.00
BARNES & NOBLE #2037	\$	184.80
PAYPAL *SOUNDSENSAT	\$	183.75
BEST BUY 00000299	\$	176.42
IN *B AND L OFFICE FURNIT	\$	170.00
SHERRYS CUSTOM TS	\$	160.00
TEACHERSPAYTEACHERS.COM	\$	159.84
FASTENAL COMPANY01	\$	158.74
MEIJER STORE #284	\$	150.70
GALLUP INC -US	\$	150.00
E BIKES	\$	145.80
JACKS SMALL ENGINES & GEN	\$	144.05
FUREY FILTER AND PUMP, IN	\$	135.03
KOHL'S #0175	\$	134.41
PAYPAL *MICHCOM MICHCO	\$	124.81
CROWN TROPHY	\$	124.70
LOWES #02560*	\$	124.50
OFFICEMAX/OFFICEDEPOT6358	\$	123.96
WWW.NEWEGG.COM	\$	121.98
INTERNATIONAL SOCIE	\$	120.00
NATIONALGEO	\$	120.00
BIG K LIMO	\$	120.00
OVERLY NIFTY LLC	\$	119.00
HERITAGE FOOD SERVICE GRO	\$	113.90
DESIGN AIR MIL	\$	110.61
BARNES&NOBLE.COM-BN	\$	102.59
IN *MY SCHOOL COLOR RUN,	\$	100.00
LEARNING FORWARD	\$	99.00
USPS 56661001532563942	\$	98.00
HOERNEL LOCK & KEY OF KE	\$	96.19
GLOGSTER.COM	\$	95.00
FIRST BOOK	\$	94.60
SETON IDENTIFICATION PRD	\$	94.55
AMZ*PYRAMYDAIR	\$	92.69
PICK N SAVE 00068742	\$	90.68

SEARS ROEBUCK 2342	\$	86.99
SEARCHINSTITUTESTORE.O	\$	86.00
SEI*SOCCKER.COM	\$	80.97
G-W DIGITAL	\$	78.38
ALL ABOUT DOORS AND WINDO	\$	74.79
QEP PROFESSIONAL BOOKS	\$	74.40
SQ *WISCONSIN STATE READI	\$	72.00
SOUTHEASTERN EQUIPMENT &	\$	69.86
DECKER EQUIPMENT	\$	69.20
PIGGLY WIGGLY #209	\$	68.85
SOUTHEASTERN PERFORMAN	\$	66.00
WM M HEINZ & SONS INC	\$	65.00
PAYPAL *SPANISHSTEP	\$	61.90
WAL-MART #2668	\$	61.82
SAMSClub #6331	\$	61.45
SD HARDWARE SOURCE	\$	61.03
PAYPAL *AATF	\$	58.75
VZWRLSS*IVR VN	\$	58.01
HARBOR FREIGHT TOOLS 358	\$	55.45
SOUTHPORT VACUUM	\$	55.30
SPELLCITY	\$	52.95
DHARMA TRADING CO.	\$	51.15
ORIENTAL TRADING CO	\$	50.25
PAYPAL *CESA 2	\$	50.00
WM SUPERCENTER #1167	\$	48.66
DOLRTREE 752 00007526	\$	44.00
PALMEN BUICK GMC CADL	\$	43.92
DG HARDWARE	\$	43.76
CVS/PHARMACY #08777	\$	41.76
PAYPAL *BULBAMERICA BUL	\$	41.06
INSPEC INC	\$	40.00
TOOLS PLUS	\$	37.58
HIGH INTEREST PUBLISHING	\$	36.80
WISMATH	\$	35.00
WOODWORKERS HARDWARE - W	\$	33.71
TPRS PUBLISHING INC.	\$	30.75
WUFOO.COM/CHARGE	\$	29.95
WALGREENS #3153	\$	28.26
MONOPRICE COM	\$	26.63
IN *WINNING EDGE SEMINARS	\$	21.90
KRANZ INC	\$	20.00
DEMCO INC	\$	18.40
R-K NEWS INC	\$	17.99
ZOOM.US	\$	14.99
FARM & FLEET STURTEVAN	\$	14.38
DSPS E SERVICE FEE COM	\$	10.00
HON ACCESSORIES	\$	10.00
EXPEDIA*1125880505612	\$	10.00
DOLRTREE 661 00006619	\$	10.00
DOLRTREE 5498 00054981	\$	7.39
PETSMART INC 1636	\$	5.60
APL* ITUNES.COM/BILL	\$	5.26
JEWEL #3466	\$	2.54
CAN*CANONUSA FSCCVI	\$	-
HAJOCA ABLE DIST 353	\$	(17.09)

PRIVATEINTERNETACCESS	\$	(39.95)
US Bank Purchasing Card Payment - Individuals	\$	168,287.62

KUSD Purchasing Card Program - Accounts Payable

Transaction Summary

Billing Cycle Ending February 15, 2016

Check #	Vendor ID	Vendor Name	Total
99000749	V01058	FIRST STUDENT	\$ 53,904.10
US Bank Purchasing Card Payment - Accounts Payable			\$ 53,904.10

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 22, 2016

Administrative Recommendation

It is recommended that the February 2016 cash receipt deposits totaling \$537,913.14, and cash receipt wire transfers-in totaling \$28,430,375.24, be approved.

Check numbers 532622 through 533847 totaling \$7,893,502.97, and general operating wire transfers-out totaling \$238,968.84, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the February 2016 net payroll and benefit EFT batches totaling \$12,623,140.27, and net payroll check batches totaling \$9,702.07, be approved.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa M. Salo, CPA
Accounting Manager



March 22, 2016
Personnel/Policy Standing Committee

POLICY AND RULES 1213, 3535 AND 4226

Background:

Policies 1213 Web Publication, 3535 Technology Acceptable Use and 4226 Online Forum each currently refer to the appropriate use of technology and the content that is posted on online forums, including websites, social media, blogs and other various forums. While each of the policies independently served a purpose in the past, our legal advisors recommend streamlining the three policies into one to better allow the district to uphold what is contained within them. By streamlining, the district will have one policy regarding acceptable use of technology for staff.

One of the major changes includes cleaning up language to delineate between an employee's personal use and professional use of social media. This was done to ensure the District does not violate First Amendment Rights. The new policy clarifies personal use of the District's electronic communication system, personal/off-duty use of social media and electronic communications with students.

Another change includes discouraging the use of personal email and social media accounts as a tool to communicate with students. While this is not banned, it will be discouraged because employees have District email and should use this tool rather than personal communication tools. There are exceptions allowed, but in general it will be discouraged.

In addition, language from Policy 1213 was cleaned up to allow the District to post/share appropriate student information as allowable under FERPA, Wis. Stat. 118.25 and the District's Student Records Policy. These items allow the District to disclose directory data such as athlete's names.

The new employee guidelines also put into writing the restriction for soliciting for personal commercial use as well as for outside organizations. This prevents staff from using District email to solicit for organizations outside of KUSD (i.e. non-district charity walks, fundraisers, etc.).

Administration Recommendation:

On Feb. 9, 2016, the Personnel/Policy Committee voted to forward administration's recommendation of sending revised Policy and Rule 4226 Staff Technology Acceptable Use Policy, which includes the elimination of Policies/Rules 1213 and 3535, to the school board for consideration. The board approved revised Policy 4226 as a first reading on February 23, 2016. It is recommended that the board approve revised Policy and Rule 4226 and elimination of Policies/Rules 1213 and 3535 as a second reading on March 22, 2016.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tanya Ruder
Executive Director of Community
Partnerships and Media Relations

POLICY 4226
STAFF TECHNOLOGY ACCETABLE USE

Technology may be used for instruction, research, communication and other educational or professional purposes. Employee use of technology shall be consistent with the educational goals and objectives of the District and shall comply with applicable Board policies and rules.

The District will maintain a District website and use social media for the purpose of collaborating, communicating and disseminating District information. Content posted on the District's website and social media pages is the property of the District.

The District's electronic communication system, which includes telephones, copy/scan/fax machines, desktop computers, laptop computers, email and the network, is the property of the District. All messages, information and data sent, received or stored on the District's electronic communication system is the property of the District. The District reserves the right to monitor employee and student use of technology and inspect any messages, information or data sent, received or stored on the District's electronic communication system.

Failure to comply with this policy and its implementing rule may result in discipline, up to and including termination.

LEGAL REF	Wis. Stat. § 118.001
	Wis. Stat. § 120.12
	Wis. Stat. § 120.13
	Wis. Stat. § 943.70
	Wis. Stat. § 947.0125
	Wis. Stat. §§ 19.31 - 19.39
	Wis. Stat. § 115.31
	Wis. Stat. §§ 19.62 - 19.80
	Children's Internet Protection Act
	Neighborhood Children's Internet Protection Act
	Children's Online Privacy Protection Act

CROSS REF	1200	Public Information Program
	1210	Communication – School Sponsored (Including Crisis)
	1213	Web Publication
	1240	Access to Public Records
	1510	Advertising/Promotions
	3531.1	Copyrighted Materials
	4111	Employee Harassment
	4224	Employee Code of Ethics
	4260	Personnel Records
	4362	Employee Discipline

6120 Core Values
6470 Student Records
6633 Student Technology Acceptable Use Policy
Employee Handbook

AFFIRMED

GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE

For the purposes of this document, an electronic communications system is defined as the district's technology offerings, including but not limited to telephones, mobile phones, fax/scan/copy machines, Internet, Wi-Fi, the network computing devices and other technology tools available to staff.

1. **Responsibility:** Employees are responsible for the proper use of any District electronic communication accounts that are issued under their name or that the employee is charged with managing. Employees are responsible for ensuring proper use of technology by students under their supervision.
2. **Passwords and security:** Employees are prohibited from sharing their password for any electronic communication accounts that are issued under their name, however, employees may share their password with a member of the IT staff if necessary. In that case, the employee shall change his or her password immediately after the IT staff member has completed the task. Employees also are prohibited from accessing another user's account without permission. If an employee identifies a security problem associated with the network or his or her user account, the employee shall notify IT staff.
3. **Privacy:** Passwords are for the purpose of preventing unauthorized access to the District's electronic communication system only; employees have no expectation of privacy when using the District's electronic communication system, even for personal use. The electronic communication system is the property of the District, and the District reserves the right to monitor and inspect any messages, information and data sent, received or stored on the District's electronic communication system. Documents or messages created, sent, received or stored on the District's electronic information system may be considered a public record and subject to disclosure under the Public Records Law.
4. **Prohibited use of the District's electronic communication system:** Employees' use of the District's Electronic Communication System must reflect the District's standards for professionalism. Employees shall not use the District's electronic communication system for:
 - a. Accessing, sending, viewing or storing messages, images, websites or other materials which are sexually explicit, obscene, pornographic, or harmful to minors;
 - b. Soliciting for personal commercial activities or non-District related organizations or activities, unless approved by the District pursuant to the procedures in Board Policy 1500;
 - c. Accessing or disclosing confidential information without authorization. Any access to or disclosure of confidential student information must comply with the Family Educational Rights and Privacy Act, Section 118.125 of the Wisconsin statutes and the District's student records policy; or

- d. Any other purpose which would violate law or Board policy (including harassment policies).

Employees who use District equipment on District premises will accept full and unconditional responsibility for any equipment damage or loss and will reimburse the District within a reasonable time for the applicable repair/replacement cost. Further, the responsible party agrees to hold the District harmless for damages caused to any individual or others by the use of this equipment.

5. Use of District technology equipment off district premises: Employees may use District-owned technology equipment off District premises with appropriate administrator approval. Technology equipment may not be removed from a District building if its removal in any way causes disruption to the learning environment or decreases access to technology for District staff. Any technology assigned to staff for both on and off premises must be reflected in Destiny Asset Manager.

Employees who use District equipment off District premises will accept full and unconditional responsibility for any equipment damage or loss and will reimburse the District within a reasonable time for the applicable repair/replacement cost. Further, the responsible party agrees to hold the District harmless for damages caused to any individual or others by the use of this equipment.

6. Personal use of the District's electronic communication system: Incidental and occasional personal use of the District's electronic communication system is permitted, but such use is subject to this policy. Personal use of technology must be limited to break time and time outside the work day. Personal use must not interfere with student instruction, the performance of an employee's job duties or District business. Employees shall not use their District email address for personal commercial purposes. Employees may connect personal technology devices to the District's network, as long as this does not interfere with the operation, integrity or security of the District's network. The District is not responsible for the safety or security of personal technology devices or the software on them that employees choose to bring into the District. The District does not provide technology support for personal devices.
7. Personal/off-duty use of social media and personal Web pages: Even if an employee is off-duty and not using the District's electronic communication system, an employee's personal use of technology or social media may be subject to this policy and regulated by the District if: the employee chooses to identify himself/herself as a District employee; the use affects the employee's job performance or the performance of other District employees or the use involves or relates to the District, District students/families or District employees. Unless authorized to do so by the superintendent or his/her designee, employees shall not: represent themselves as a spokesperson for the District or create or post content to a personal/non-authorized website that purports to be an official/authorized website of the District. Employees shall not use their District email address to register for a personal social media account.

8. **Electronic communication with students:** Employees shall use their District email address when communicating with students. Unless authorized to do so by the superintendent or his/her designee, employees shall not communicate with students via their personal email addresses, social media accounts, home phones, cellphones or other application not authorized by the District for communication with students. Employees also should use discretion when communicating with parents on social media (e.g., accepting “friend” or “follower” requests).
9. **The District’s website/social media pages:** The superintendent or his/her designee reserve the right to approve content posted on the District’s website and social media pages. All school-level Web editors must communicate with the District Web Specialist for information and assistance. The editors are responsible for ensuring accurate information is shared by maintaining the website and requesting updates be made by the Web specialist. All school-level social media administrators must communicate with the District communications specialist for information and assistance. The social media administrators are responsible for ensuring accurate and timely information is shared/posted. The Web editors and social media administrators are expected to ensure accurate spelling and grammar.

The following content shall not be posted or shared on the District’s website or social media pages:

- a. Content that is sexually explicit, obscene, pornographic or depicts alcohol, drug or tobacco use.
- b. Copyrighted material without the written consent from the owner and proper attribution.
- c. Any photos, videos, names, artwork or other likenesses of students with a media restriction on file.
- d. Links to personal or commercial websites.
- e. Content that violates Board policy or rules.
- f. Personally identifiable information relating to individual students or their families, except as permitted by the Family Educational Rights and Privacy Act, Section 118.125 of the Wisconsin statutes, and the District’s student records policy. Elementary (4K-5) students only may be identified by their first name and last initial. Note: Regardless of age, photos, videos, names, artwork or other likenesses cannot be used if a student has a media restriction on file. Home telephone numbers, home addresses and email addresses of students and their family members shall not be posted or shared.

POLICY 4226
ONLINE FORUM

Online forums, including social networking websites (such as MySpace, Facebook, Twitter LinkedIn, etc.), personal websites, online discussion/chat rooms, and weblogs, have become popular tools for communication among students, staff and parents. While the use of these online forums has many

advantages, such use can also create potential liability for the District. As a result, the District has developed certain rules regarding employee use of online forums, as such use pertains to the school community, in order to protect the interests of the students, the parents, the District, and its personnel.

Cross Ref: ~~1200 Public Relations Program~~
~~1210 Communication — School Sponsored (including Crisis)~~
~~1213 Web Management~~
~~1240 Access to Public Records~~
~~3531.1 Use of Copyrighted Materials~~
~~3535 Electronic Communication (Personnel)~~
~~3811 Use of District-Owned Technology Equipment by Employees Off School Premises~~
~~4111 Employee Harassment~~
~~4224 Employee Code of Ethics~~
~~4260 Personnel Records~~
~~4362 Employee Discipline~~
~~6120 Core Values~~
~~6470 Student Records~~
~~Employee Handbook~~

AFFIRMED: July 20, 2010

RULE 4226
ONLINE FORUM

The following policy should be adhered to when posting on or communicating via any online forum:

1. ~~Employees should have no expectation of privacy when using online forums. Information posted on or exchanged through online forums may be accessed by parents, students, co-workers, and members of the public. Therefore, when communicating with students or parents, District employees should remember that their conduct represents the District, and any information posted or exchanged should always be in the interest of serving the District's students.~~
2. ~~District employees may not use online forums to harass, threaten, libel, malign, defame, disparage or discriminate against members of the school community, including but not limited to, students, parents and/or guardians, co-workers or the administration. Employees may not write about, post pictures of, or otherwise refer to any student, parent/or guardians, co-workers or administrator without their permission.~~
3. ~~Electronic communications and social networking activities for work related purposes, regardless from where they are sent, must maintain and reflect the District's standards for professionalism, including proper tone and subject matter. Thus, for example, profanity and vulgar or demeaning jokes are inappropriate. Employees should also avoid discussions of conduct that is prohibited by District policies, such as alcohol and drug use on school property.~~
4. ~~Employees must comply with all District policies covering confidential information. Employees may not post confidential or otherwise legally protected information or materials on any online forum. Employees are prohibited from posting photographs of students, staff or parents taken at District premises or events, without explicit permission.~~
5. ~~Employees determined to have violated this policy may be subject to discipline up to and including discharge.~~

The purpose of the District's website and supported web environment is to provide an effective means to communicate, collaborate and disseminate District information. Students and staff provide web content that promote and support the educational mission of the District school curriculum, instruction, and school-authorized activities. All web content published within the District's web environment shall comply with District rules regarding content and technical specifications, and is the property of the District.

LEGAL REF— United States Congress

Section 508 of the Rehabilitation Act 29 U.S.C. 794d

Wisconsin Statutes

Sections 19.31 [Public policy on access to record information]

118.125 [Confidentiality of student records]

120.12(1) [Board duty; care and control of school district property]

120.13 [Board power to do all things reasonable for the cause of education]

943.70 [Computer crime]

947.0125 [Unlawful use of computerized communication systems]

Family and Educational Rights and Privacy Act [Confidentiality of student record information]

17 U.S.C. [Federal Copyright Law]

Children's Internet Protection Act

Neighborhood Children's Internet Protection Act

Children's Online Privacy Act

CROSS REF.: 1200 Public Relations Program

1210 Communication—School Sponsored (Including Crisis)

1240, Access to Public Records

1510 Advertising/Promotions

3531.1, Copyrighted Materials

3535, Technology Acceptable Use

4226 Online Forum

6470 Student Records

AFFIRMED: December 14, 2004

REVISED: December 19, 2006

September 27, 2011

**RULE 1213
WEB PUBLICATION**

1. ~~Creator and publisher of District online content must adhere to all District Policies, rules, regulations, and obligations. Kenosha Unified has the right to approve the content.~~
2. ~~All web developers must communicate with the District Web Specialist for information and assistance. Developers are ultimately responsible and must ensure accurate and up to date content by maintaining this content or communicating changes to the Web Specialist. Developers are expected to ensure accurate spelling and grammar.~~
3. ~~Text, images, movies or sounds that contain pornography, profanity, obscenity, alcohol or tobacco usage, or language that bullies others will not be permitted. Web pages should not contain copyrighted material without proper permission.~~
4. ~~Student Identification Safeguards~~
 - a. ~~No personal information about a student may be included on web pages published on the District website. This includes home telephone numbers and addresses as well as information regarding the specific location of any student at any given time, other than attendance at a particular school or participation in activities. This includes full names of other family members or full names of friends.~~
 - b. ~~Elementary (PK-5) student work, photos, movies, or sound recordings that are supported through media release protocol may only be identified with the student's first name and initial of their last name. No media may identify elementary students by their full name unless permission is given in writing by a parent/guardian.~~
 - c. ~~Student email addresses should not be published on District web content.~~
5. ~~Personal or commercial websites may not be linked from or published on the Kenosha Unified supported web environment.~~
6. ~~All main school websites will be hosted within the District domain.~~
7. ~~Staff, students, school clubs, groups, and organizations that wish to publish a website outside of the District supported web environment will adhere to District policies. Any links to these third party sites will utilize the external website District disclaimer.~~
8. ~~Staff, students, school clubs, groups, and organizations may not utilize District logos on non-District sites or sites not housed on the District servers, nor may they represent the website as sanctioned by the District.~~
9. ~~Published content cannot include any written statements, student images, or any references to students, parent/guardians, co-workers, or administrators on non-District sanctioned websites without their permission.~~
10. ~~The District provides a supported and secured online learning collaborative resource for classroom assignments, discussions and documentation. Teachers should utilize this environment for classroom content first before securing a third party alternate web resource.~~

POLICY 3535
TECHNOLOGY ACCEPTABLE USE

The District provides electronic communication resources to enhance productivity and enable users to achieve an efficient, high quality educational environment. Electronic communication refers to all aspects of voice, video and data communications including, but not limited to voice mail, e-mail, fax, Internet, etc.

The District's technology resources are District assets. While the District respects the privacy and security needs of all individuals, authorized District representatives may review, audit, intercept, access and/or disclose all communications created, received or sent using District or personal technology resources including the use of personal email accounts at any time, with or without notice. Use of such resources constitutes consent to monitoring and/or access.

Failure to comply with the terms of this policy and its implementing rules may result in disciplinary action being taken against the user. Such action shall be in accordance with Board policy regarding employee discipline.

LEGAL REF.: Wisconsin Statutes

Sections 118.125 [Confidentiality of student records]
120.12(1) [Board duty; care, control and management of district property]
947.0125 [Prohibited conduct via electronic communication systems]
943.70 [Computer crimes]
17 U.S.C., Federal Copyright Law [Use of copyrighted materials]
Children's Internet Protection Act [On-line safety]
Federal Family Educational Rights and Privacy Act [Confidentiality of student records]

CROSS REF.: 1240, Access to Public Records

3531.1, Copyrighted Materials
4111, Employee Harassment
4224, Employee Code of Ethics
4226, Online Forum
4260, Personnel Records
4362, Employee Discipline
6120, Core Values
6470, Student Records
6633, Student Technology Acceptable Use Policy

AFFIRMED: November 23, 1999

REVISED: April 24, 2000

October 28, 2003

May 22, 2007

December 18, 2007

June 28, 2011

RULE 3535

TECHNOLOGY ACCEPTABLE USE

A. Use of Technology Resources

- 1. All electronic and telephonic systems and communications transmitted by, received from or stored on the District storage devices are the property of the District.
- 2. The District reserves the right to inspect and/or monitor messages and materials transmitted over all communications media, including the monitoring of Internet connect time and sites accessed. Information services staff members are not authorized to access, open or delete individual files, mailboxes, messages or other electronic transactions unless authorized by the Superintendent/District designee or the individual user.
- 3. All electronic communication tools are to be used for District-related purposes, and users must use these in accordance with their access privileges. Personal use of these tools is allowed only if it:
 - Does not interfere with student instruction or District business;
 - Does not compromise district infrastructure;
 - Does not create a conflict of interest;
 - Does not constitute an illegal activity, including, but not limited to: copyright violations; modification, acquisition of or access to passwords, files, accounts or other electronic information that belongs to another person; use of the system(s) to harass, threaten or interfere with the business of others; or downloading, displaying or printing of distasteful or offensive materials, including without limitation "adult," racist or hateful materials or visual depictions that are obscene or child pornography.
4. It is within the District's sole discretion to determine what is distasteful, offensive or has the potential of causing the creation of a "hostile" work environment.
- 5. District employees shall not use their District e-mail address for personal commercial business.

B. Authorized Access/Security/Privacy

- 1. The primary responsibility for ensuring the confidentiality of personal communications lies with the user. Users should not share or divulge their password(s) as they may be held liable for any access by their account even if the actions were undertaken by another individual.
- 2. Abuse of access privileges or passwords by unauthorized entry into another user's system or files or into the District's internal or external networks, or the distribution of messages or materials that are not consistent with the policies for appropriate workplace conduct, is subject to disciplinary action. If the abuse of access privileges is illegal, the violator may be subject to legal penalties.
- 3. The use of external communications, such as Internet, are not secure and information communicated may be intercepted and accessed illegally. Therefore, never transmit or discuss sensitive information or use another user's electronic credentials.
4. The confidentiality of student record information is protected by the Family Educational rights and Privacy Act, (FERPA), and the state student records law. Designated school officials may review electronic transactions to ensure that systems are being used properly. Confidentiality shall be maintained in accordance with the District's student records policy and procedures and applicable legal requirements.

TECHNOLOGY ACCEPTABLE USE

Page 2

~~C. Use of District Technology Equipment by Employees Off District Premises~~

- ~~1. District employees shall be permitted to use District owned technology equipment off District premises with appropriate administrator approval. Any technology assigned to staff for both on and off premises use must be reflected in Destiny Asset Manager.~~
- ~~2. Employees who use district equipment off school premises will accept full and unconditional responsibility for any equipment damage or loss and will reimburse the District within a reasonable time for the applicable repair/replacement cost. Further, the responsible party agrees to hold the District harmless for damages caused to any individual or others by the use of this equipment.~~
- ~~3. Technology equipment may not be removed from a District building if its removal in any way causes disruption of the learning environment or decreases access to technology for District students and/or staff.~~

~~D. Use of Personally Owned Technology Equipment Connected to District Network Infrastructure~~

- ~~1. Personal technology may be used to connect to the District infrastructure.~~
- ~~2. The use of personal technology must not interfere with legitimate educational purposes and must be used in accordance with the overall Technology Acceptable Use Policy.~~
- ~~3. Personal technology devices and applications must not interfere with the operation and integrity of the District's internal wired and wireless network.~~
- ~~4. The District is not responsible for the safety or security of personal technology devices that staff chooses to bring into the District.~~

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KENOSHA UNIFIED SCHOOL DISTRICT

March 22, 2016

Policy & Rule 6633 –Student Technology Acceptable Use Policy

Policy 6633 – Student Technology Acceptable Use Policy refers to the expectations for Kenosha Unified students and their various interactions with technology. This policy currently is presented to all families as a required component of the annual school registration process. Also, each student is sent a copy to their district assigned internal email account at the start of each school year. Staff members from each school take time to educate all students on the expectations as well as the benefits to gaining comfort and efficiency with the ever growing technology within our schools. Similar policies related to technology use have been revised based on legal guidance. Minor revisions relate to the proposed alignment to the other district policies related to overall technology use, as well as removal of redundant phrases.

Administrative Recommendation:

The School Board approved revised Policy and Rule 6633 - Student Technology Acceptable Use as a first reading on February 23, 2016. Administration recommends School Board approval of the proposed revisions to Policy and Rule 6633 - Student Technology Acceptable Use as a second reading at the March 22, 2016, regular School Board meeting.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Kristopher Keckler
Executive Director of Information & Accountability

STUDENT TECHNOLOGY ACCEPTABLE USE POLICY

The Kenosha Unified School District expects students to use technology in ways that promote a productive educational environment. Technology includes, but is not limited to, electronic devices, private and public networks, **and electronic communication systems managed within KUSD. These may include common technologies utilizing the Internet, Wi-Fi, laptops, iPads, and other related tools available to staff and students.** With this educational opportunity comes personal responsibility. Primary responsibility for appropriate use of technology resources resides with the student. School and network administrators and staff will review files and communications to maintain system integrity and to ensure that the network is ~~being~~ used responsibly. All communication including text and ~~images~~ **media files** may be disclosed to third parties and/or law enforcement without prior consent of the sender or receiver.

In accordance with requirements of the Children's Internet Protection Act (CIPA), technology protection measures shall be used, to the extent practical, to promote the safety and security of users. Access to inappropriate electronic material and communications will be filtered. Digital Media and mobile devices are dynamic and continue to increase in functionality with enriched usage by students and staff. Allowing students the opportunity to utilize their own devices within district technology networks and staff monitored environments will only expand the skillset needed to operate in a comfortable and responsible manner. Student-owned devices should only be used as a resource for learning, and strengthen the integration with curriculum and collaboration. Aligned with the Protecting Children in the 21st Century Act, KUSD will continue to reinforce the instructional practices related to Internet safety, appropriate online behavior, social networking, chat rooms, and cyberbullying issues. Review and agreement of this policy ~~will be~~ **is** an annual expectation for students and parents/guardians.

LEGAL REF.: Wisconsin Statutes

Sections 120.12(1) [~~School Board duties duty; care and control of school district property]~~
120.13 [~~School Board powers to do all things reasonable for the cause of education]~~
121.01(1)(h) [~~Instructional materials standard]~~
943.70 [Computer crimes]
947.0125 [Unlawful use of computerized communication systems]
U.S.C. 17, Federal Copyright Law [Use of copyrighted materials]
Children's Internet Protection Act [Online safety]
Neighborhood Children's Internet Protection Act [Online safety]
Children's Online Privacy Act [Online privacy protection]
Broadband Data Improvement Act, Title II, Section 215 [Internet safe use]
Protecting Children in the 21st Century Act

CROSS REF.: 3531.1, Copyrighted Materials
3535, Technology Acceptable Use ~~Policy~~
5111, **Anti-Bullying/Harassment/Hate**
5430, Student Conduct and Discipline
5437, Threats ~~and/or~~ Assaults ~~by Students~~
6110, ~~Instructional Program Mission and Beliefs~~
6120, Core Values
6470, Student Records
6600, Instructional Resources

6610, Selection of Instructional Materials
6620, Library Resources
6634, Assistive Technology

AFFIRMED: November 28, 1995

REVISED: January 29, 2002
May 22, 2007
July 28, 2009
June 28, 2011
June 25, 2013

STUDENT TECHNOLOGY ACCEPTABLE USE POLICY

General school rules for behavior and communications apply, including the District's anti-harassment policies. Students shall abide by District guidelines governing Internet safety and acceptable use **of technology**. Misuse of electronic resources including the Internet may result in loss of access privileges and school disciplinary action may be taken. Appropriate legal action may also be taken against students performing illegal activities using electronic resources.

- Students shall not engage in **any** electronic activity that disrupts, distracts, or compromises the learning process or the environment.
- Electronic activities must not contain profanity, obscene comments, sexually explicit material, or expressions of bigotry, racism, or hate, or be disorderly in nature or cause another to be disturbed or distracted.
- Students shall not use District technology resources for personal commercial activities not related to instruction. Personal purchase or sale of products or services is prohibited.
- Students shall have the ability to use their own devices within communicated instructional guidelines and practices while on school grounds.
- Students must abide by all applicable copyright and licensing laws when using technology resources within the District.
- Students shall maintain confidentiality of their usernames and passwords and shall not utilize usernames and passwords of others.
- **All school related electronic publications** ~~Student-produced web pages~~ are subject to approval and ongoing review by staff. All ~~web communication~~ **publications** should reflect the mission and ~~character~~ **cores values** of the school and District.
- Students shall not breach or disable network security mechanisms or compromise network stability or security in any way. Students shall refrain from utilizing proxy gateways to bypass monitoring or filtering.
- Students are responsible for reporting any inappropriate media or resources they encounter, regardless of who owns the device.
- **Students shall not use any technology or communication system for any other purpose that would violate law or Board policy (including harassment policies).**

The District's technology resources are District assets. While the District respects the privacy and security needs of all individuals, authorized District representatives may review, audit, intercept, access and/or disclose all communications created, received or sent using District technology.

Use of Personally Owned Technology Equipment Connected to District Network Infrastructure

1. Personal technology may be used to connect to the District infrastructure, when authorized.
2. The use of personal technology must not interfere with legitimate educational purposes and must be used in accordance with the overall Technology Acceptable Use Policy.
3. Personal technology devices and applications must not interfere with the operation and integrity of the District's internal wired and wireless network.
4. The District is not responsible for the support, safety, or security of personal technology devices that students choose to bring into the District.

Electronic information, including the Internet, is dynamic. This makes it challenging to predict or reliably control what information students may encounter. District staff makes every reasonable effort to filter inappropriate content.



March 22, 2016

SCHOOL BOARD POLICY AND RULE 4332 – CRIMINAL BACKGROUND CHECKS

Background

Initially, we were updating Policy 4332 so that it explicitly included the word “chaperones” in order to align with the new Board Policy and Rule 4333 Chaperone Requirements and Expectations approved on August 25, 2015. At its September 8, 2015, meeting, the Personnel/ Policy Committee voted to forward a revised version of Policy and Rule 4332 to the Board for consideration. Subsequent to that meeting, we discovered that the language should be updated in a broad scope to capture the interests of the District while aligning with federal laws.

In further reviewing the language of Policy and Rule 4332 it was discovered that we needed to update it so that it not only reflected considerations regarding past convictions, but also pending charges. Please note that an employer cannot discriminate against an applicant based on information obtained in criminal background checks. However, an employer may consider criminal background information in making employment decisions if a past conviction or circumstance giving rise to a pending charge is substantially related to the job/duty applied for.

We also updated Rule 4332 in paragraph 4 so that it reflects the use of any vendor the district may deem necessary in order to complete a thorough criminal background check. We also updated to make sure the cross references were accurate.

Clarification

Upon review of Policy 4332, school board questions arose regarding the process of the criminal background check. Specifically in question was the criteria used to determine a “pass” or “fail”. While most applicants of the district have no criminal records that are produced, there are times when criminal background is produced and further review is vital.

There are many facets to the review process. A coordinator within the Office of Human Resources completes an individualized assessment of the criminal record produced using guidelines from the Wisconsin Fair Employment Law and Federal EEOC. In this process, one looks at the requirements related to the position of the applicant and determines relevancy; for example, does the position offer a “temptation or opportunity” for criminal activity similar to the crime for which they were convicted? Consideration is also given to the severity of the offense, the amount of time since the offense was committed, and the applicant’s subsequent behavior to see if it reveals the applicant to be rehabilitated or objectively unfit for the position.

Examples that could prevent an individual from being hired or having access to our students in a supervised or unsupervised setting could include but are not limited to providing false information on an application, convictions or pending charges involving drugs, violence/weapons, and sex crimes in which the past conviction or circumstance giving rise to the pending charge is substantially related to the position for which he/she applies.

If it is determined that a conviction and/or pending criminal charge would prevent an individual from being hired or having access to children in a supervised or unsupervised setting, the Office of Human Resources will contact the Principal/Hiring Manager and notify the individual that they cannot be hired.

Updates since Feb. 23, 2016

Language has been added to Policy 4332 regarding background checks for standing committee and ad-hoc committee members who may be around students. After further review, the language of Rule 4332 was also updated to refer to all groups – employees and non-employees working with students – to better outline requirements within the policy.

Administrative Recommendation:

On Feb. 23, 2016, the School Board approved updated Policy and Rule 4332 – Criminal Background Checks as first reading. It is recommended that board approve revised Policy and Rule 4332 as a second reading on March 22, 2016.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Annie Petering, J.D.
Chief Human Resource Officer

Tanya Ruder
Executive Director of Community Partnerships
and Media Relations

POLICY 4332
CRIMINAL BACKGROUND CHECKS

A criminal background check shall be conducted for all persons recommended for employment as administrators, teachers, other certified employees, substitute teachers, and all other non-certified employees, including but not limited to substitutes, service employees, educational assistants, secretarial/clerical staff, educational interpreters, carpenters/painters, part-time/temporary, miscellaneous, advisors and coaching assignments.

Likewise, a criminal background check shall be conducted on any persons who have District approved access to children in supervised or unsupervised settings before they will be allowed to come in contact with students. This includes, but is not limited to, **chaperones**, volunteers, tutors, mentors and independent contractors. **A background check may be conducted on board- or administration-appointed standing committee or ad-hoc committee members who may come into contact with students in supervised or unsupervised settings.**

Information from criminal background checks will not be used or considered in making employment or volunteerism decisions, unless ~~there are a~~ **past conviction or circumstance giving rise to a pending charge** ~~convictions or pending charges that are~~ **is** substantially related to the circumstances of the particular ~~job/position applied for. job or the circumstances giving rise to a pending charge are substantially related to the circumstances of the particular job.~~

Under the principle of federal supremacy and in accordance with the provisions of federal law requirements, all applicants recommended for employment with federally funded Head Start positions shall be required to disclose information regarding all prior arrests, in addition to convictions and pending charges.

LEGAL REF.: 42 U.S.C. ~~2982843A~~
Wisconsin Statutes
Sections 111.335 (Arrest or conviction record discrimination; exceptions and special cases)
118.19 (Teacher licenses; limits on DPI issuance of license based on conviction record)

CROSS REF.: 2210 Recruitment and Appointment of Superintendent
2211 Recruitment and Appointment of Administrative, Supervisory, and Technical Staff
4110 Equal Employment Opportunity and Affirmative Action
4260 Personnel Records
4330 Staff Selection and Hiring Process
4333 Chaperone Requirements & Expectations
~~4340 Substitute Personnel Employment~~
6530 Community Resources
Employee Handbook

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: May 10, 1994

REVISED: June 27, 2000
May 14, 2002

July 23, 2002
February 23, 2010
March 22, 2016

RULE 4332
CRIMINAL BACKGROUND CHECKS

1. The ~~employment application~~**background check form** will ~~include a request permission form for~~ obtaining ~~crime~~ **criminal** record information.
2. Applicants for federally funded Head Start positions shall complete a separate form detailing all arrests, in addition to convictions and pending charges. If an applicant for a Head Start position discloses that they have been arrested or convicted of a crime, the Office of ~~Personnel~~**Human Resources** will determine whether the nature of the offense or alleged offense precludes the applicant from serving in the position applied for. ~~The Office of Personnel~~**Human Resources** will keep all arrest and conviction record information confidential to the extent authorized by law, and will not disclose ~~same~~**this information** to the interview teams.
3. ~~If an individual the person recommended for employment~~ refuses to cooperate in fully completing the **background check form** or is found to have provided false, inaccurate or incomplete information on the ~~employment application form~~, the person will be disqualified from consideration for employment, **chaperoning, volunteering, tutoring, mentoring, working as an independent contractor and serving on committees. Current employees found to have provided false, inaccurate or incomplete information on the form or** may be considered for dismissal.
4. ~~A crime Criminal records check shall be made through available resources for each applicant recommended for employment. Such r~~**Resources used for the criminal records background checks include but are not limited to the Wisconsin the Department of Justice, federal and tribal searches, state(s) of prior residence, multi-state searches, sex offender registries, and other available sources as determined by the District. for each applicant recommended for employment. The District will reimburse the source of the pay for background checks Department of Justice for this service, as applicable.**
5. ~~Persons recommended for employment will be provided a copy of the information from the crime records~~**Copies of results from background checks will be provided upon request. Persons requesting copies of the information will reimburse the District —for the cost of providing the copies. Persons recommended for employment may attach any statement or explanation to the background check for inclusion in her/her personnel file**~~report.~~

**Kenosha Unified School District
Kenosha, Wisconsin**

March 22, 2016

HEAD START FEDERAL GRANT REQUEST

Approval from the Board of Education is requested to submit and implement the Head Start Federal Grant for the 2016-2017 school year. The funding for this grant is \$2,025,018. The grant is designed to fund the operating costs of the Kenosha Unified School District Head Start Program.

Grant Title

Federal Head Start Grant

Funding Source

U.S. Department of Health and Human Services
Administration for Children and Families

Grant Time Period

July 1, 2016 to June 30, 2017

Purpose

The purpose of the Head Start program is to provide comprehensive services in the areas of health, education, social/emotional development, and parent involvement for low-income preschool children and their families. This grant will service 330 high-risk children who will be three or four years of age on or before September 1, 2016. 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.

Number of Students Served

330 eligible Head Start Students

Relationship to District Plan and Goals

The Head Start approach to school readiness ensures that families have the resources and knowledge to support the development of their children, that children are healthy enough to learn, and that quality instruction is being provided to these children.

Readiness goals are defined as the expectations at children's developmental levels and progress across domains of language, literacy, cognition/general knowledge, approaches to learning, physical health, well-being, motor and social/emotional development. Success in these areas will support each child's readiness for kindergarten.

Fiscal Impact

See attached Fiscal Impact Statement.

Changes in Program Service

The results of Head Start's annual self-assessment showed specific concerns in the progress of the program in the following areas:

- Head Start has not met its mandated enrollment for two years. Continued failure to meet the mandated enrollment will require that Head Start request to serve fewer students which will impact the grant funding received by the program.
- Completion of physical exams and dental exams as well as follow up that may be identified as the result of these exams has been below 90% for two years.
- The impact Head Start is making with families has been minimized due to additional requirements that have been imposed on Family Service Providers.

To address these areas of concern, the following program revisions are recommended.

Staffing:

Reduction				Addition			
FTE	Classification	Position	Location	FTE	Classification	Position	Location
1.0	Miscellaneous	9 month Family Service Provider	Chavez	1.0	Clerical	12 month Family Service Provider	Chavez
1.0	ESP	Clerical	Chavez	.43	Clerical	Health Assistant	Chavez
				1.0	Clerical	Data Specialist	Chavez
				1.0	Miscellaneous	Preschool Associate	Chavez

Service Area:

Head Start will expand to include classrooms at one additional school location. For the 2016-17 school year Head Start will serve children and families at:

Head Start Locations 2016-17
Two Sessions (AM and PM)
Bose Elementary School
Brass Community School
C. Strange Elementary School
Cesar Chavez Learning Station
Edward Bain School of Language and Art – Creative Arts
Frank Elementary School
Jefferson Elementary School
McKinley Elementary School
Wilson Elementary School

Evaluation Plan

- The Head Start program meets a community need with the services that it provides. This will be evident through the maintenance of a Head Start waiting list of families that qualify for the program.
- Student outcomes are monitored within the Head Start Child Development and Early Learning Framework in eight developmental domains. The progress of every child is reported to parents/guardians three times during the school year.

The outcomes measured are aligned with Wisconsin Model Early Learning Standards and Common Core Standards.

- Semi-annual Program Report to the Policy Council and School Board Semi-annual reports to monitor the program.
- Program Plan Report to the Head Start Region V office in Chicago.
- Head Start monthly reports (HS 22) to the Policy Council and School Board.
- Quarterly calls to the Head Start Region V office in Chicago.
- The Head Start program conducts an annual self-assessment in January to determine strengths and areas that are in need of improvement.
- An annual report is available to the community and all stakeholders providing statistics, services and budget information.

Staff Persons involved in preparation of the grant application:

Belinda Grantham, Director of Early Education

Lisa KC, Assistant Head Start Director, Chavez Learning Station

Lynda Dower, Family & Community Coordinator

Samantha McGovern, Education & Disabilities Coordinator

Elizabeth Rebollar, Health Coordinator

Administrative Recommendation

Administration recommends that the school board grant approval to submit and implement the 2016-2017 Head Start Federal Grant.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Susan Valeri
Director of Special Education & Student
Support

Ms. Belinda Grantham
Director of Early Education

Ms. Lisa KC
Assistant Director Head Start

Fiscal, Facilities and Personnel Impact Statement

Title: Head Start Federal Grant Request

Budget Year: 2016-2017

Department: Early Education

Budget Manager: Belinda Grantham

REQUEST

Approval from the Board of Education is requested to submit and implement the Head Start Federal Grant for the 2016-2017 school year. It is designed to fund the program's operations with \$2,025,018.

RATIONALE/ INSTRUCTIONAL FOCUS

This grant serves the social/emotional, academic, and health needs of low-income three and four year old children and their families. Children who qualify must reside within the boundaries of KUSD. The Head Start approach provides the foundation for implementing systemic and integrated comprehensive child development services and family engagement efforts that lead to school readiness for young children and families. This supports stronger attendance rates, academic performance, and higher graduation rates in later years.

IMPACT

This Head Start Grant provides:

- Funding for staffing (teachers and educational support personnel) to serve 330 children within the guidelines of the Head Start Performance Standards.
- Funding for support staff (family service providers, coordinators) for families of Head Start children as specified in the Head Start Performance Standards.
- Utilities and maintenance of the Chavez Learning Station.
- Purchased services and supplies to support Head Start Performance Standards.

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	\$1,023,734.00
200's	Fringes	\$756,834.00
300's	Purchased Services	\$148,020.00
400's	Non-Capital Objects	\$19,518.00
500's	Capital Objects	\$9,000.00
	Dues/Fees	\$67,912.00
	TOTAL	\$2,025,018.00

This is a ☐ one-time or a ☒ recurring expenditure

FUNDING SOURCES
Select Funding Sources:
Head Start Federal Grant

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Kenosha Unified School District
Kenosha, Wisconsin

March 22, 2016

PROPOSAL FOR STUDENT VOICE POLICY

The wording below in *italic* was offered by Mr. Flood as a proposed student voice policy. This item is for discussion only this evening.

The Kenosha Unified School District Board of Education recognizes the importance of hearing input from Students on issues facing the district and education as a whole. Each member of the Board of Education will make efforts to discuss issues with and hear the concerns of the student body and individual students during School Board and Committee meetings, school visits, and outside of school hours.

In order to offer power to the Student Voice the Board of Education directs the following to occur:

Board Meetings

School Board meetings will be noticed in School Buildings and announced to the Student Body to inform them of the time and locations of these meetings. The Board may also hold its meetings at School Buildings. The Student Body will additionally be invited and informed of issue specific working sessions.

Student Input Survey

Each year Administration will develop an anonymous Student Input Survey with questions developed based on new and on-going programs and policies and Board input. The survey will allow for open comments on issues as determined by Administration and the School Board. The Student Input Survey will be optional to all students grade 6-12 in the district in April or May, before the school year ends for students in grade 12. Results will be reported to the School Board during a Regular Meeting for discussion and to building Principals who will consider action steps to address any concerns raised.

Building Listening Sessions

High School Student Governments may plan and hold public hearing type meetings at their school once per academic quarter, while Middle School Student Governments may plan and hold these meetings once per academic semester, in association with the Assistant Superintendent of Secondary School Leadership. School board members will be invited and encouraged to attend. Students may raise any concerns or opinions during these listening sessions, except those relating to specific personnel matters. The Board will discuss these sessions as agenda items at their next Regular Board Meeting.

Student Committee Members

Students will be appointed to all Board standing, ad-hoc committees, and citizen advisory committees. The Student Body will be notified in the school building of any ad-hoc and citizen advisory committees being formed and invited to submit letters of interest to designated administration or the Board President. In order to serve on a Board Standing Committee, Students must submit a letter of interest to their building principal who will make recommendations to the Superintendent to be shared with Committee Chairs.

Regular Meeting Student Ambassador Board

The Board shall include one non-voting member from the student body of each of the District's high schools. The principal or designee from each high school, in association with the Student Government President, will make the recommendation of a student to the board secretary based on letters of interest from students in their school.

The representatives from each school's student body shall have the following duties:

- a. They shall have the privilege and obligation to be present at all KUSD School Board open sessions.*
- b. They shall have the privilege of submitting items for discussion on the board agenda except those items relating to personnel.*
- c. They may be called upon to reflect opinions of students of the school and/or to present a report on a specific issue to the Board.*
- d. They shall be responsible for communicating board decisions and information to the school.*
- e. They shall be responsible for presenting recommendations from the student body or the student government of the school to the Board.*

The term of office shall be from the Organizational Board Meeting to the Regular Board Meeting in March. In case the representative from a school is unable to remain on the Board, the representative must notify the principal of the school represented. The student government may request the building administration recall a student board member who neglects their duties as a representative of the student government. Such circumstances would include, but are not limited to, failure to attend board meetings on a consistent basis. The building administration is required to investigate all charges and has the discretion to accept or reject the student government's request.

Student Interviews

Once per month the Superintendent, a member of district level administration, or a School Board member will interview a student selected by a building principal or designee. Effort shall be made to ensure that students from all different schools, grade levels, and extra-curricular activities will be given the opportunity to be interviewed. This

interview will be broadcasted on Channel 20 and uploaded to the districts website and social media accounts. The interview will be a conversation with questions from both the student and the administrator about the students involvement in KUSD schools, issues concerning the student, and positive stories about the student's school and/or involvement.

Teacher/Counselor /Building Administrator Evaluations

Teachers, Counselors, and Building Administrators may and are encouraged to give students an anonymous evaluation form at the end of a quarter, semester, or school year to allow students to evaluate their performance. The evaluation may include questions about the quality of the class or school program, the knowledge gained, suggestions for the future, class or building rules and their implementation, teaching style, or any area the staff member wishes to hear input from students on. The evaluations will not be shared with a staff member's supervisor and the supervisor should not ask to see the evaluations, but the input may be shared with other staff members for collaboration and professional development.

LEGAL REF.: None

CROSS REF.: *Policy 8710 - Regular School Board Meetings
Policy 8711 - Public Notification of School Board Meetings
Policy 8712 - Meeting Agenda Preparation and Dissemination
Policy 8720 - Special School Board Meetings
Policy 8850 - School Board Committees
Policy 8860 - Citizen Advisory Committees*

ADMINISTRATIVE REGULATIONS: None

AFFIRMED:

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March 22, 2016

DONATIONS TO THE DISTRICT

The District has received the following donations:

1. Grunua Metals donated steel to the LakeView Supermileage Club. The estimated value of this donation is \$1,500.00.
2. Bothe Associates Inc. donated 85 phone brackets to KUSD. The value of this donation is \$1,345.55.
3. Badger Truck Refrigeration, Inc. donated \$1,000.00 to the LakeView Supermileage Club.
4. Musicians Assisting Advancing Music donated \$300.00 to the Reuther Activity Account. This donation is to be used towards the Spring Intensive trip.

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

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

March 22, 2016

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board**
March-April

March

- March 8, 2016 – Standing Committee Meetings – 5:30 p.m. in ESC Board
- March 22, 2016 – Regular Board of Education Meeting – 7:00 P.M. in ESC Board Room
- March 24, 2016 – Third Quarter Ends/Teacher Workday – No School for Students
- March 25 to April 3, 2016 – Spring Recess

April

- April 14, 2016 – Standing Committee Meetings – 6:15 p.m. in ESC Board Room
- April 25, 2016 – Organizational Meeting and Regular Board of Education Meeting – 6:30 P.M. in ESC Board Room

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