

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD DECEMBER 13, 2016

A regular meeting of the Kenosha Unified School Board was held on Tuesday, December 13, 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: Ms. Stevens, Mrs. Snyder, Mr. Garcia, Mr. Falkofske, Mr. Wade, and Mrs. Coleman. Dr. Savaglio-Jarvis was also present. Mr. Kunich was excused.

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.

There were no awards or recognitions.

There were no Administrative or Supervisory Appointments.

Mr. Wade introduced the student ambassador, Jessica Pringle from LakeView Technology Academy, and she made her comments.

Mr. Wade gave the legislative report.

There were no views or comments by the public.

Board members made their responses/comments.

Mrs. Coleman gave the 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, Resignations and Separations.

Consent-Approve item XI-B – Minutes of the 11/15/16 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. Savaglio-Jarvis, excerpts follow:

"It is recommended that the November 2016 cash receipt deposits totaling \$176,315.94, and cash receipt wire transfers-in totaling \$3,060,420.58, be approved.

Check numbers 543602 through 544800 totaling \$4,012,652.43, and general operating wire transfers-out totaling \$350,152.60, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the November 2016 net payroll and benefit EFT batches totaling \$12,390,276.84, and net payroll check batches totaling \$38,386.75, be approved."

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

Dr. Savaglio-Jarvis introduced the ALiCE Lesson Plans submitted by Ms. Kimberly Fischer, Interim Regional Coordinator of Leadership and Learning – Secondary; Mr. Martin Pitts, Regional Coordinator of Leadership and Learning – Elementary; Mr. Scott Kennow – Regional Coordinator of Leadership and Learning – Elementary; Dr. Bethany Ormseth, Chief of School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

"At the July 28, 2015, regular school board meeting, the ALiCE response to violent intruder events was adopted along with six action steps. One action step was the creation of training materials and lesson plans to provide training to all district students in an age appropriate manner.

During the summer of 2016, school leadership and district staff drafted lesson plans for student training. The lesson plans focus on instructional and procedural aspects of ALiCE; there are no plans for physical role playing of students. These lesson plans are differentiated for each level and specific for elementary, middle and high school.

Feedback was gathered from principals and teaching and learning coordinators on August 10, 2016. Seven sessions for instructional and support staff were also scheduled. Staff signed up for feedback sessions and the sessions were led by school leadership staff.

The ALiCE lesson plans were presented to the Curriculum/Program Standing Committee on November 1, 2016. Committee members were given hard copies of all lesson plans at that meeting. The feedback from this session was broken down into three parts: Student Training Timeline, Parent Information Timeline and Student Lessons Plans. The feedback from the standing committee was processed and adjustments were made to both the student training and parent information timelines. Much of the feedback was in question form.

All lesson plans were mailed to the Board of Education in hard copy format on November 4, 2016, and sent electronically on November 7, 2016. The plans were presented to the school board for discussion on November 15, 2016. Feedback from

the school board was positive and no concerns, suggestions or questions were raised by board members.

The student lesson plan feedback was extended to the November 29, 2016, at the Curriculum/Program Standing Committee meeting to ensure committee members had enough time to process the lesson plan content.

Administration recommends that the School Board approve the ALiCE curriculum as presented.”

There were no questions from Board members.

Mr. Wade moved to approve ALiCE curriculum as presented. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the Summer School 2016 Update and Summer School 2017 Program Recommendations submitted by Mrs. Patricia Clements, Coordinator of Talent Development; Mrs. Julie Housaman, Chief Academic Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“The goal of the Summer School program was to provide interventions and enrichment consistent with the approved curriculum of the Kenosha Unified School District. In the programs at the elementary and middle school levels, the objective was to provide opportunities for personalized learning in reading and math that encompassed collaboration, creativity, critical thinking, and communication around meaningful learning targets. At the high school level, the objective was to provide high school students with advanced credit in physical education and health, credit recovery opportunities, and to improve the graduation rate. In addition, Summer School provided learning opportunities in the areas of music; science, technology, engineering, and math (STEM) camps, world language camps; and Recreation Department Summer Activities for Children.

The district continued to use a regional site partner school plan at the elementary level. Elementary schools either held Summer School at their site or used the partner school plan.

Middle level programs were held at each of the buildings and included future sixth graders enrolled in the Forward Progress program.

High school programs were offered at Bradford High School, Harborside Academy, Indian Trail High School and Academy, Reuther Central High School, Tremper High School, and Kenosha eSchool. The high school program included future ninth graders enrolled in the Early Start program.

It is proposed that elementary and middle schools continue to run on a 24-day schedule, and high schools offer two sessions of 14 days each.

Grant Elementary School and Jefferson Elementary School have provided summer programs through the Regional Site Partner School Plan. Due to the specific

needs of students at both schools, the schools have requested to operate programming as individual sites for the 2017 summer session.

The summer 2016 budget was \$1,253,336. Administration recommends that the budget remain the same for summer 2017.

At its November 29, 2016, meeting, the Curriculum/Program Standing Committee voted to forward this report to the Board of Education. Administration recommends that the Board of Education approve the proposed dates, program updates, and budget for Summer School 2017.”

There were no questions from Board members.

Ms. Stevens moved to approve the proposed dates, program updates, and budget for Summer School 2017. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Hamdan presented the 2016-2017 Adopted Budget Book. He demonstrated how to navigate the budget book through the following areas: table of contents, executive summary, district staffing, staffing by location, student information, revenue limit history, equalized values breakdown by municipality, tax levy information and history, budget adoption format, fund balance history, detail of revenue by source, chart of revenue source, detail of expenditures, and summary of expenditures by location.

Mr. Hamdan answered questions from board members.

Dr. Savaglio-Jarvis introduced the KUSD Teacher Salary Structure Survey submitted by Mr. Kristopher Keckler, Chief Information Officer; Mrs. Annie Petering; Chief Human Resources Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“In the fall of 2016, Kenosha Unified began the process of gathering various forms of data and feedback with the goal of developing an updated and financially feasible salary schedule for district employees. For example, several staff members along with the Superintendent attended a CESA 1 Superintendent meeting that focused on teacher salary presentations. These included compensation models from multiple school districts and their processes for gathering feedback from staff to building a salary structure. As noted during these presentations, the general timeline for developing and implementing these models covered a two to three-year period.

Staff in the teacher group make-up approximately 75% of the overall organization. The goal of this KUSD survey was to capture as many teacher voices; ensuring staff on a teacher contract had an opportunity to provide input. This survey was voluntary and anonymous. The survey was sent to 1,708 staff identified in the teacher group. Of which, 1,361 responded within the window of 10/27/16-11/07/16.

As the largest employer in the county, KUSD is always looking to attract and retain quality employees for all positions. Representatives from the Office of Human Resources, Office of Educational Accountability, Communications Department, School Leadership and the Superintendent's office attended survey-planning meetings. During

these meetings, draft inquiries were discussed. These discussions helped shape this interest based collection survey. Similar areas of feedback were aligned to questions and research obtained from a recent Kenosha Area Business Alliance (KABA) project.

Since each question of the teacher survey was voluntary, the percentage of responses for respective selections will only be based on those staff that provided a response. The survey also had six questions that allowed staff to provide an individual text response. Those six questions produced nearly 5,000 comments that were reviewed and catalogued by twelve staff that were assigned to read each separate response. A quick reference guide for the select response questions and summary points for the comments are provided with the attached presentation.

This is an informational report.”

Mr. Keckler presented the WorkplaceDynamics Survey Summary submitted by Mr. Keckler, Mrs. Petering, and Dr. Savaglio-Jarvis, excerpts follow:

“With regards to gaining insight to the overall organization, KUSD Leadership decided to survey employees in order to better understand the feelings of the staff and establish growth objectives for improved engagement. WorkplaceDynamics is a national provider of comprehensive organizational surveys, working with thousands of companies and covering over 2 million employees each year. Multiple workplace metrics and factors are measured; “Direction”, “Effectiveness”, “Connection”, and “My Manager” are factors of the “OrgHealth” metric and “My Work”, “My Expectations”, and “My Pay & Benefits” are factors of “The Basics” metric. Each of these factors may be further explored by selecting different demographic filters (departments, tenure, factor statements, etc.). The “OrgHealth” and “The Basics” of a job help to establish employee engagement, hopefully defining attitudes that sustain growth and performance excellence.

The WorkplaceDynamics surveys were provided to staff via a secure email link to allow for anonymous delivery and feedback. Staff provided responses to both select response statements and comment boxes. These various submissions are cataloged under different workplace factors and statements. The district will use this data in developing improvements in areas that were noted as weaknesses and continue to enhance areas of strength. In Winter 2016, Administration from every building and department received respective access to their feedback and responses and attended initial trainings to help guide further discussions. In the winter of 2017, the building administrators and department heads will continue to review the results and recent progress with their staff. The overall district baseline data obtained in April 2015 is compared with the recent October 2016 results and summarized in the associated presentation.

To improve the working conditions of the organization, the goal is to address the top challenges, especially in the OrgHealth metric. For staff to have a quality connection, they must feel that their efforts are a true investment in both their professional growth and the betterment of the service to students. These areas are tied directly to teacher efforts and student achievement. The organizational health will always play a direct and impactful role in any company. The recently adopted KUSD

mission, vision, core values and five strategic directions will, over a period of time, address the concerns for organizational alignment, while developing and retaining quality staff should advance the structural execution. Having effective leaders and managers increase communications and means of appreciation will assist in impacting the alignment and effectiveness of the organization.

The district plans to continue to conduct this survey every fall in order to track improvement and change over multiple years. This is an informational report.”

Mr. Keckler gave a PowerPoint presentation which covered the following topics: survey snapshot, WorkplaceDynamics timeline (2015-2016 & 2016-2017), survey participation, experience of responders, KUSD staff input, working culture alignment and uniqueness, what the survey measures, what drives success?, average scores of statements, "the basics" results sample, my manager average scores of statements, alignment average scores of statement, connection average scores of statement, average scores of bottom statements, average scores of top statements, positive engagement, and top challenges.

Mr. Keckler answered questions from Board members.

Mrs. Coleman presented Resolution No. 330 – National Mentoring Month – January 2017, which read as follows:

“WHEREAS, a number of Kenosha organizations have partnered with the Kenosha Unified School District to offer a variety of mentoring programs that support students; and

WHEREAS, relationships with caring individuals offer students valuable support; and

WHEREAS, quality mentoring encourages positive choices, promotes self-esteem, supports academic achievement and introduces young people to new ideas; and

WHEREAS, mentoring provides the skills needed to build strong, positive relationships with family, friends and community members; and

WHEREAS, mentoring programs have shown to be effective in combating school violence and discipline problems, substance abuse, incarceration and truancy.

NOW, THEREFORE, be it resolved that Kenosha Unified School District does hereby proclaim January 2017 as the annual observance of National Mentoring Month and recognizes those who volunteer their time to help our students reach their full potential.

BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education.”

Ms. Stevens moved to approve Resolution No. 330 – National Mentoring Month – January 2017. Mr. Garcia seconded the motion. Unanimously approved.

Mrs. Julie Housaman, Chief Academic Officer, presented the Report of Contracts in Aggregate of \$25,000 submitted by Mr. Robert Hofer, Purchasing Agent; Mrs. Housaman; Mr. Hamdan; and Dr. Savaglio-Jarvis, excerpts follow:

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

The contracts/agreements in aggregate of \$25,000 that have been added to the Contract Management Database subsequent to December 13, 2016, with approval of the purchasing agent are shown in the database in coral color.

The following contract/agreement has not been added to the Contract Management Database and is being presented for board approval:

- Wisconsin Evaluation Collaborative (WEC) at WI Center for Education Research in the amount of \$46,634.”

There were no questions from Board members.

Ms. Stevens moved to approve the contract/agreement with Wisconsin Evaluation Collaborative (WEC) at WI Center for Education Research in the amount of \$46,634. Mr. Wade seconded the motion. Unanimously approved.

Mr. Falkofske presented the Donations to the District.

Mr. Falkofske moved to approve the Donations to the District. Ms. Stevens seconded the motion. Unanimously approved.

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

Meeting adjourned at 8:36 P.M.

Stacy Schroeder Busby
School Board Secretary