

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD JUNE 26, 2018

A regular meeting of the Kenosha Unified School Board was held on Tuesday, June 26, 2018, at 7:00 P.M. in the Board Room of the Educational Support Center. Mr. Wade, President, presided.

The meeting was called to order at 7:00 P.M. with the following Board members present: Ms. Stevens, Mr. Garcia, Mr. Battle, Mr. Duncan, Mr. Kunich, and Mr. Wade. Dr. Savaglio-Jarvis was also present. Mrs. Modder was excused.

Mr. Wade, 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, Chief Communication Officer, presented the Regional/State/National Spelling Bee Participants, the Districtwide Student Art Exhibit Collection Award Winners, and the Music in the Parks Award Winners (Lance band, choir, and orchestra).

There were no Administrative and/or Supervisory Appointments.

There was no student ambassador present.

There was no legislative report.

Views and/or comments were made by the public.

Board members made their responses/comments.

There were remarks by the Board President.

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 5/22/18 Special Meeting and Executive Session, 5/22/18 Regular Meeting, and 5/24/18 Special 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 May 2018 cash receipt deposits totaling \$1,158,152.74, and cash receipt wire transfers-in totaling \$15,443,997.55, be approved.

Check numbers 564998 through 566551 totaling \$10,177,265.05, and general operating wire transfers-out totaling \$238,483.40, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the May 2018 net payroll and benefit EFT batches totaling \$12,517,120.06, and net payroll check batches totaling \$13,006.19, be approved.”

Consent-Approve item XI-D – Policy and Rule 3643 – Emergency School Closings (Inclement Weather) submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 3643 was developed to give the superintendent and/or his/her designee guidance when determining whether or not to close schools due to inclement weather.

The rule currently outlines the operations of the district if and when school is closed due to inclement weather. This information is shared with families in the annual district wall calendar, online and via social media. Policy and Rule 3643 have been updated to be more inclusive by adding emergency/crisis closings in addition to inclement weather. In recent years, non-weather related decisions regarding school closings have occasionally occurred, so the policy was updated to align with any possible school closings. The policy and rule were also updated to align with the current decision-making process. This ensures that families and community members are aware of what is considered and when they can expect decisions to be shared.

The board approved revised Policy and Rule 3643 – Emergency School Closings as a first reading on May 22, 2018. Administration recommends that the board approve revised Policy and Rule 3643 as a second reading on June 26, 2018.”

Ms. Stevens moved to approve the consent agenda. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented The Report of Contracts in Aggregate of \$25,000 submitted by Mr. Robert Hofer, Purchasing Agent; Mr. Kristopher Keckler, Chief Information Officer; 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 May 22, 2018 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:

- ACT Aspire LLC in the amount of \$48,870.”

Ms. Stevens moved to approve the contract with ACT Aspire LLC in the amount of \$48,870. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the School Year 2019-20 Instructional Calendars submitted by Mrs. Lorien Thomas, Research Analyst; Mrs. Annie Petering, Chief Human Resource Officer; Mr. Keckler; and Dr. Savaglio-Jarvis, excerpts follow:

“The proposed 2019-20 instructional calendars continue to follow a traditional format to address the Wisconsin requirement of instructional minutes. The few variable optional calendar options were developed from feedback from past staff and parent/guardian surveys. These would include extended breaks, parent/teacher conferences, and early release formats.

The existing Wisconsin state requirements stipulate that elementary schools must meet a minimum of 63,000 minutes (1,050 hours) of instruction. Secondary schools have a requirement of 68,220 minutes (1,137 hours). The proposed calendars not only meet those requirements, but also include enough minutes for the equivalent of two full instructional days to cover any potential school cancellations.

Administration recommends that the School Board review and accept the proposed 2019-20 Instructional Calendars at its June 26, 2018, meeting.”

Mr. Battle moved to approve the 2019-20 Instructional Calendars. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy and Rule 6450 – Early College Credit Program submitted by Mr. Keckler and Dr. Savaglio-Jarvis, excerpts follow:

“Wisconsin Act 307 provided some minor clarification to the recently adopted Early College Credit Program for high school students who wish to participate in postsecondary course offerings. Though the state legislature established the initial approval for this new program which goes into effect on July 1, 2018, the first posting failed to address the existing and prevalent cost sharing scenarios develop in partnership between districts and postsecondary institutions. Without this clarification, school districts would be liable for covering postsecondary enrollment costs above and beyond the intent of the original bill.

The original language requires the school district to cover a range of enrollment costs depending on the credit bearing options selected by the student. This range is 25% (for just postsecondary credit) to 75% (for high school credit) of the actual cost of tuition for the course at the postsecondary institution.

The proposed revision aligns to the new language, with conditions provided that exclude the cost sharing burden for these local partnerships.

Administration recommends that the Board of Education review and approve the Policy and Rule 6450 Early College Credit Program revisions as a first reading at the June 26, 2018, regular School Board meeting and a second reading at the July 24, 2018, regular School Board meeting.”

Ms. Stevens moved to approve revised Policy and Rule 6450 Early College Credit Program as a first reading. Mr. Duncan seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy and Rule 6470 – Student Records submitted by Mr. Keckler and Dr. Savaglio-Jarvis, experts follow:

“Wisconsin Act 251 updated language regarding the maintenance and confidentiality of student records. Districts across the state are expected to update local policies to reflect these modifications. The primary change is the shortened time frame for school districts to process and transfer student records per official records requests. School districts must now transfer a student’s records to another school or school district no later than the next working day of receiving an appropriate, written notice of enrollment, rather than the five working days as in the past. Other revisions to this policy relate to updated KUSD departments, staff roles and regulatory reference marks.

Administration recommends that the Board of Education review and approve the Policy and Rule 6470 Student Records revisions as a first reading at the June 26, 2018, regular School Board meeting and a second reading at the July 24, 2018, regular School Board meeting.”

Mr. Kunich moved to approve revised Policy and Rule 6470 - Student Records as a first reading. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy and Rule 1210 – Communication – School Sponsored (Including Crisis), Administrative Regulation 1210 – Communication - School Sponsored (Crisis), Policy and Rule 1200 – Public Relations Program, and Policy 1211 - Parent/Guardian/Caregiver Information Program submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Policy and Rule 1210, Administrative Regulation 1210, Policy and Rule 1200 and Policy 1211 were last reviewed in 2006. Since then, the roles and responsibilities of the Office of Communications have changed, new communication tools and technologies have been implemented, and the basis on which we communicate with families has increased. Thanks to these changes, messaging is more streamlined and central support for schools has been rolled out, allowing for more timely, accurate information being shared with families throughout the district and community in both the general and crisis communications arenas.

To align with these changes, Policy and Rule 1210 has been updated to include the process used to handle general school communications and crisis communications.

In addition, the language in the Administrative Regulation 1210 and Policy 1211 have been incorporated in the body of the policy, eliminating their need.

Policy and Rule 1200 are being recommended for elimination because the information outlined is more procedural than policy, is outdated, lists the wrong departments, and those items related to policy are already covered in Policy and Rule 1210 and Policy 8610. Policy and Rule 1210 is inclusive of how families and stakeholders will be communicated with at all times and the channels in which that shall occur, elimination of Policy and Rule 1200 eliminates confusion and redundancy.

Administration recommends that the board approve revised Policy and Rule 1210 – Communication with Parents/Guardians/Caretakers (Including Crisis) and eliminate Administrative Regulation – Communication – School Sponsored (Crisis), Policy and Rule 1200 – Public Relations Program, and Policy 1211 – Parent/Guardian/Caregiver Information Program as a first reading on June 26, 2018, and a second reading on July 24, 2018.”

Ms. Stevens moved to approve revised Policy and Rule 1210 – Communication with Parents/Guardians/Caretakers (Including Crisis) as a first reading and eliminate Administrative Regulation – Communication – School Sponsored (Crisis), Policy and Rule 1200 – Public Relations Program, and Policy 1211 – Parent/Guardian/Caregiver Information Program. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy 2710 – Line and staff Relations submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, experts follow:

In 2000, the Board of Education affirmed Policy 2710 – Line and Staff Relations. The policy states that lines of direct authority should be those approved by the Board of Education and shown on the district’s organizational chart. Upon review of other districts, including Green Bay, Madison, Milwaukee and Racine, this does not appear to be a common policy. In fact, only Madison and Green Bay have any form of organizational chart on their website.

All changes made to district leadership positions are discussed with and approved by the Board of Education prior to changes being made. However, because the organizational chart has the possibility of changing frequently, it is recommended that we eliminate Policy 2710 – Line and Staff Relations – Organizational Chart to ensure it is not regularly outdated. Instead, an organizational chart depicting the district’s leadership council will be kept by the Office of the Superintendent and made available within 48 business hours of requests received.

Administration recommends that the board approve revised Policy 2710 - Line and Staff Relations and elimination of 2710 - Line and Staff Relations - Organizational Chart as a first reading on June 26, 2018, and a second reading on July 24, 2018.”

Ms. Stevens moved to approve revised Policy 2710 - Line and Staff Relations as a first reading and eliminate Policy 2710 - Line and Staff Relations - Organizational Chart. Mr. Duncan seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Education for Employment Plan submitted by Mr. Edward Kupka, Coordinator of Student Support; Mrs. Cheryl Kothe, Coordinator of Career & Technical Education; Mrs. Bridget Kotarak, Director of Special Education and Student Support; Mrs. Julie Housaman, Chief Academic Officer; and Dr. Savaglio-Jarvis, excerpts follow:

The Wisconsin Department of Public Instruction (DPI) has revised the Education for Employment (E4E) administrative rule or Chapter PI 26 (Appendix A). The purpose of education for employment programs is to prepare elementary and secondary pupils for employment, to promote cooperation between business and industry and public schools, and to establish a role for public schools in the economic development of Wisconsin.

The district ACP Leadership Team began development of the E4E plan with an analysis of local, regional and state labor market needs and the educational and training requirements for occupations that will fill those needs. Examination of regional labor market information for the Milwaukee Metropolitan denotes the potential labor market for each district individually. A large percentage of people commute between communities and counties to their places of employment.

Students begin to examine Kenosha County labor market information in eighth grade to determine their areas of interest and to guide their selection of high school courses. In high school, the labor market review shifts to comparing their career or careers of choice to job availability.

Kenosha's E4E plan aligns with the required components in WI PI 26.03.

Administration recommends that the school board approve Kenosha Unified School District's Education for Employment Plan as required by WI PI 26.03."

Ms. Stevens moved to approve Kenosha Unified School District's Education for Employment Plan as required by WI PI 26.03. Mr. Duncan seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Request to Submit the Transition Readiness Grant to the Wisconsin Department of Public Instruction submitted by Mrs. Kotarak, Mrs. Housman, and Dr. Savaglio-Jarvis, excerpts follow:

"The Wisconsin Department of Public Instruction will award this grant to eligible applicants who help identify and create competitive work opportunities for students with disabilities not adequately served through existing programs. Priority consideration for funding will be given to applicants that focus on research-based predictors of post-school success for students with disabilities.

This grant will enable the creation of a partnership between the Kenosha Unified School District, Froedtert South-Kenosha Medical Center, and Gateway Technical College entitled Career Pathways with Community Partners. The partnership will provide the opportunity for students with disabilities to participate in an on-site training

and employment pathway in the healthcare field. The target group for this pilot project will be students with individual education plans in 10th and 11th grade.

Students will participate in a Certified Nursing Assistant (CNA) training program taught by Gateway Technical College staff located at Froedtert Hospital South Campus in Kenosha. The location of the training course at the hospital provides students a unique opportunity to learn and practice CNA skills in a setting identical to their clinical practicum. The structure of this training program will provide students a total immersion experience including the option of living in a dormitory setting at the Froedtert Hospital campus during the CNA clinical training (Appendix A).

The project model will be implemented in two phases. Phase I is designed to meet the individualized needs of students through the differentiation of pacing and targeted classroom instruction. The focus will be to prepare students to meet the entrance requirements for the CAN class (ACT score of 15 or Accuplacer score of 237 in Reading). Classroom lecture will be paired with “hands-on” clinical practice offered in a hospital setting. Phase II will be an on-site CNA clinical experience

The project period covered by this application is July 1, 2018, through June 30, 2019. If funding for the grant does not continue beyond the 2018-19 school year, it will be difficult, without community financial partnerships, to continue funding the portion of the grant dedicated to supporting the indirect time of community-based therapists for collaboration and consultation with Kenosha Unified School District school staff; therefore, if funds are not available, this opportunity will dissolve.

Administration recommends that the school board approve the application for the Transition Readiness Grant in the amount of \$31,393 and to implement the grant if received from the Wisconsin Department of Public Instruction.”

Ms. Stevens moved to approve the application for the Transition Readiness Grant in the amount of \$31,393 and implementation of the grant if received from the Wisconsin Department of Public Instruction. Kunich seconded the motion. Motion carried. Mr. Duncan abstained.

Dr. Savaglio-Jarvis presented the Request to Submit the Wisconsin Fast Forward-Advanced Manufacturing Technical Education Equipment Grant to the Wisconsin Department of Workforce Development submitted by Mrs. Kothe, Mrs. Housaman, and Dr. Savaglio-Jarvis, excerpts follow:

“The Wisconsin Department of Workforce Development will award this competitive grant to eligible applicants who demonstrate a need for acquisition of equipment used in advanced manufacturing fields in the workplace. The grant seeks to support school districts that are providing workforce skills training for the high demand fields in advanced manufacturing.

Applicants are required to identify the specific target occupations for their training and to demonstrate the demand for jobs and career opportunities in that advanced manufacturing industry.

The Wisconsin Fast Forward – Advanced Manufacturing Technical Education Equipment Grant focus is the purchase of equipment to support the Industry 4.0 instruction. Kenosha Unified School District will begin to offer this course in the 2018-19 school year.

The current equipment in our schools does not meet the need of training students for the fourth industrial revolution. If we want to prepare our students to work in our local industries, we need to update equipment and up-skill our teachers. GTC has agreed to provide the training to our teachers in the summer and provide a stipend to teachers for the time spent in training. GTC selected the equipment that is required to teach the courses to ensure that it will meet the needs of local employers.

First Technologies Inc. has donated equipment to help prepare our students before entering the first two advanced manufacturing courses. Perkins Grant funding will pay for the equipment in the second course and the online learning platform. This grant will support the purchase of equipment essential for the first course in the Industry 4.0 pathway.

Administration recommends that the school board approve the application for the Wisconsin Fast Forward – Advanced Manufacturing Technical Education Equipment Grant in the amount of \$50,000 and to implement the grant if received from the Wisconsin Department of Workforce Development.”

Mr. Kunich moved to approve the application for the Wisconsin Fast Forward – Advanced Manufacturing Technical Education Equipment Grant in the amount of \$50,000 and the implementation of the grant if received from the Wisconsin Department of Workforce Development. Mr. Battle seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Head Start Federal Grant Cost-of-Living (COLA) Request submitted by Ms. Luanne Rohde, Director of Early Education; Mr. Martin Pitts, Regional Coordinator of Leadership and Learning – Elementary; Ms. Susan Valeri, Chief of School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“At the March 27, 2018 School Board Meeting, the Board of Education approved the submittal and implementation of the Federal Head Start Grant. On May 22, 2018 School Board Meeting, the Board of Education approved the submittal and implementation of the Head Start State Supplemental Grant. On May 21, 2018 the Kenosha Unified School District Head Start Program has received notification of a Supplemental Federal Head Start Cost-of-Living Adjustment (COLA) Grant award of \$53,177. Application for the separate Cost-of-Living Adjustment (COLA) Grant is due June 18, 2018.

The funding of this grant is \$53,177. As stated in the program instruction memorandum, COLA funds are to be used to increase staff salaries and fringe benefits to pay for higher operating costs. KUSD Head Start will use these monies to off-set the increased costs of employee health and dental insurance benefits for the 2018-2019 school year. The anticipated increase in costs is estimated to be \$79,015. This is a grant given annually to help offset the cost of living for employees working under the Head Start Grant.

Approval from the Board of Education is requested to submit and implement the Supplemental Head Start Federal Cost-of-Living Adjustment (COLA) Grant for the 2018-2019 school year.”

Ms. Stevens moved to approve the submission of the Supplemental Head Start Federal Cost-of-Living Adjustment (COLA) Grant and the implementation of the grant if received. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Authorization of 2018-2019 Expenditures Prior to Formal Adoption of the Budget presented by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“The budget adoption cycle for Wisconsin school districts is such that school boards do not adopt a final budget until October of each year, despite the fact that the fiscal year begins in July. The primary reason for this delay is that many of the factors needed to finalize the budget are not known until October. Equalized property values and official 3rd Friday student counts will not be known until the end of September. Certification of state aid from the Department of Public Instruction (DPI) will not occur until October.

It is customary for school boards to approve a resolution authorizing district administration to expend funds between July 1 and the time that the budget is formally adopted in October.

Administration recommends that the Board authorize the payment of all currently authorized salaries and benefits beginning July 1 and continuing until the budget is formally adopted.

Administration also recommends that the Board authorize expenditures in other areas to continue at the discretion of the administration. Expenditures should not exceed 34 percent of the funding authorized in the prior year’s budget, unless specific board action has occurred to modify specific programs or activities.”

Mr. Kunich moved to authorize the payment of all currently authorized salaries and benefits beginning July 1 and continuing until the budget is formally adopted and to authorize expenditures in other areas to continue at the discretion of the administration without exceeding 34 percent of the funding authorized in the prior year’s budget, unless specific board action has occurred to modify specific programs or activities. Mr. Battle seconded the motion. Unanimously approved.

Mr. Kunich presented the Donations to the District.

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

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

Meeting adjourned at 8:03 P.M.

Jessica Doyle-Rudin
School Board Secretary