



## **REGULAR MONTHLY BOARD MEETING**

**October 23, 2018**

**7:00 PM**

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

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Regular School Board Meeting  
October 23, 2018  
Educational Support Center  
7:00 PM

- I. Pledge of Allegiance
- II. Roll Call of Members
- III. Awards/Recognition
  - A. State Scholastic 3D Archery Championship (Brompton)
  - B. National Blue Ribbon School (Roosevelt)
- 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, Resignations and Separations
  - B. Consent/Approve 5  
Minutes of 9/25/18 Special Meeting and Executive Session, 9/25/18  
Regular Meeting and 10/10/18 Special Meeting
  - C. Consent/Approve 16  
Summary of Receipts, Wire Transfers and Check Registers
- XII. Old Business
  - A. Discussion/Action 24  
Second Round School Safety Grant Application
  - B. Discussion/Action 27  
Policy 7400 - Naming or Renaming District-Owned Property

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XV. Predetermined Time and Date of Adjourned Meeting, If Necessary	
XVI. Adjournment	

**Kenosha Unified School District**  
**Kenosha, WI**  
**October 23, 2018**

**The Office of Human Resources recommends the following actions:**

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>	<b>SALARY</b>
Appointment	Brennan	Dawn	Boys and Girls Club	Special Education	ESP	10/01/2018	1	\$17.00
Appointment	Briggs	Julianna	Indian Trail High School & Academy	Administrative Support	Secretarial	10/08/2018	1	\$18.08
Appointment	Brown	Damond	Strange Elementary School	Classroom (Title 1)	ESP	10/03/2018	1	\$16.00
Appointment	Carlson	Monica	Grant Elementary	Grade 2	Instructional	10/03/2018	1	\$41,517.00
Appointment	Connelly	Bonnie	Prairie Lane Elementary	Grade 3	Instructional	09/26/2018	1	\$41,517.00
Appointment	Enwright	Christian	KTEC East	Cross Categorical	Instructional	10/04/2018	1	\$41,517.00
Appointment	Erbe	Natalie	McKinley Elementary School	Grade 4	Instructional	09/13/2018	1	\$41,517.00
Appointment	Fairbanks	Jeffrey	Frank Elementary	Night Custodian - Second Shift	Service	09/24/2018	1	\$21.08
Appointment	Hawley	Robin	Grant Elementary	Information/Health Services	ESP	10/08/2018	1	\$15.00
Appointment	Hendzel	Kelly	Student Support/Guidance	Psychologist	Instructional	10/02/2018	1	\$76,538.00
Appointment	Ho	Juanita	Nash Elementary	Special Education	ESP	09/24/2018	1	\$17.00
Appointment	Lehouillier	Paul	Lincoln Middle School	Night Custodian - Second Shift	Service	10/01/2018	1	\$21.08
Appointment	Lesnik	Jeana	4K Program	4K Program	Instructional	09/07/2018	0.5	\$23,290.00
Appointment	Rick	Kevin	Nash Elementary	Cross Categorical	Instructional	10/08/2018	1	\$49,931.00
Appointment	Schmitt	Lindsey	Nash Elementary	Special Education	ESP	09/24/2018	1	\$17.00
Appointment	Shreve	Tara	KTEC West	Special Education	ESP	08/31/2018	1	\$17.00
Appointment	Stanich	Lana	Pleasant Prairie Elementary	Cross Categorical	Instructional	09/19/2018	1	\$41,517.00
Appointment	Thomas	Mitchell	Frank Elementary	Special Education	ESP	09/10/2018	1	\$17.00
Appointment	Webb	Rebecca	Bradford High School	Security	ESP	10/04/2018	1	\$16.00
Appointment	Zicarelli	Krista	Pleasant Prairie Elementary	Grade 4	Instructional	09/04/2018	1	\$41,517.00
Resignation	Beck	Ashley	Frank Elementary	Grade 5	Instructional	09/17/2018	1	\$53,318.00
Resignation	Brown	James	Information Services	Technology Support Technician	AST	10/11/2018	1	\$44,462.00
Resignation	Cameron-Weigand	Stacey	Human Resources	HR Coordinator	AST	10/12/2018	1	\$92,835.00
Resignation	Haight	Amelia	Brompton School	Special Education	ESP	10/05/2018	1	\$17.00
Resignation	Hailstock	April	EBSOLA CA	Dean-Elementary	Instructional	09/21/2018	1	\$62,013.00
Resignation	Madson	Theresa	Prairie Lane Elementary	Special Education	ESP	10/01/2018	1	\$17.00
Resignation	Mitlo	Autumn	Tremper High School	Art	Instructional	09/30/2018	0.83	\$35,212.75
Resignation	Pingitore	Deborah	EBSOLA CA	Grade 4	Instructional	10/12/2018	1	\$42,425.00
Resignation	Salazar	Beatriz	Head Start/Chavez	Family Service Provider-12 Month	ESP	10/22/2018	1	\$15.00
Resignation	Tackett	Ronnie	Dept of Sp Ed	Visually Handicapped	Instructional	09/21/2018	1	\$60,582.00
Retirement	Dower	Lynda	Head Start/Chavez	Community & Student Support	Secretarial	12/31/2018	1	\$21.08
Termination	Nowak	Cynthia	Tremper High School	Administrative Support	Secretarial	09/06/2018	1	\$22.08

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SPECIAL MEETING & EXECUTIVE SESSION  
OF THE KENOSHA UNIFIED SCHOOL BOARD  
HELD SEPTEMBER 25, 2018

A special meeting of the Kenosha Unified School Board was held on Tuesday, September 25, 2018, 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 6:40 P.M. with the following members present: Ms. Stevens, Mr. Duncan, Mr. Kunich, Mrs. Modder, and Mr. Garcia. Dr. Savaglio-Jarvis was also present. Mr. Battle arrived later. Mr. Wade was excused.

Mr. Garcia, Vice 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.

Mr. Garcia announced that an executive session had been scheduled to follow this special meeting for the purpose of Personnel: Position Assignments and Personnel: Compensation and/or Contracts.

Mr. Kunich moved that the executive session be held. Mr. Duncan seconded the motion.

Roll call vote. Ayes: Ms. Stevens, Mr. Duncan, Mr. Kunich, Mrs. Modder, and Mr. Garcia. Noes: None. Unanimously approved.

1. Personnel: Position Assignments and Personnel: Compensation and/or Contracts  
Dr. Savaglio-Jarvis presented board members with a position assignment.

Mr. Battle arrived at 6:43 P.M.

Mr. Duane Sturino arrived at 6:44 P.M. and answered questions from Board members.

Mr. Sturino was excused at 6:51 P.M.

Ms. Stevens moved to adjourn the meeting. Mrs. Modder seconded the motion. Unanimously approved.

Meeting adjourned at 6:54 P.M.

Stacy Schroeder Busby  
School Board Secretary

REGULAR MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD SEPTEMBER 25, 2018

A regular meeting of the Kenosha Unified School Board was held on Tuesday, September 25, 2018, at 7:00 P.M. in the Board Room of the Educational Support Center. Mr. Garcia, Vice President, presided.

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

Mr. Garcia, Vice 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/recognitions. Dr. Savaglio-Jarvis noted that the award/recognition noted on the agenda would be presented next month.

Dr. Savaglio-Jarvis presented an Administrative Appointment.

Ms. Stevens moved to approve the appointment of Mr. Duane Sturino as the Interim Assistant Principal at Indian Trail High School and Academy. Mr. Battle seconded the motion. Unanimously approved.

Mr. Kunich introduced the student ambassador, Anamay Del Real from Indian Trail High School and Academy, and she made her comments.

Mrs. Modder gave the legislative report.

Views and/or comments were made by the public.

Board members made their responses/comments.

There were no 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 8/27/18 and 8/28/18 Special Meetings and Executive Sessions, 8/28/18 Regular Meeting, 8/27/18 and 9/13/18 (2) Special Meetings, and 9/13/18 Annual Meeting of Electors.



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 August 2018 cash receipt deposits totaling \$220,673.41, and cash receipt wire transfers-in totaling \$21,601,199.76, be approved.

Check numbers 568702 through 569571 totaling \$14,086,538.15, and general operating wire transfers-out totaling \$195,847.61, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the August 2018 net payroll and benefit EFT batches totaling \$12,582,672.13, and net payroll check batches totaling \$8,760.06, be approved.”

Consent-Approve item XI-D – Policy 1120 – Parent/Guardian/Caregiver Involvement submitted by Mrs. Patricia Demos, Community School Relations Coordinator; Mrs. Tanya Ruder, Chief Communications Officer; and Dr. Savaglio-Jarvis, excerpts follow:

”Policy 1120 was last updated in 2006 to align with the No Child Left Behind Act. It has been updated to align with the requirements and language outlined in the now active Every Student Succeeds Act (ESSA). In addition, language has been cleaned up to better define what needs to be done and who is responsible for making things happen. Each of these items is outlined in the family engagement portion of ESSA and aligns with the Title I requirements as defined in the act. The changes to the policy are aligning the outdated language to the work that is already being done by the district’s Title I and Community School Relations offices.

Administration recommends that the board approve revised Policy 1120 – Parent/Guardian/Caregiver Involvement as a second reading on Sept. 25, 2018.”

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

Ms. Stevens presented Resolution No. 348 – National Bullying Prevention Month 2018, which read as follows:

“WHEREAS, bullying is unwanted physical, verbal, written, indirect and electronic behaviors that involve an observed or perceived power imbalance and may be repeated multiple times or is highly likely to be repeated; and

WHEREAS, bullying occurs in neighborhoods, on playgrounds, at schools and through technology, such as the internet, social media and cell phones; and

WHEREAS, children who witness or are victims of bullying often feel less secure, more fearful and intimidated; and

WHEREAS, families, schools, youth organizations, colleges, workplaces, places of worship and other groups are responsible for empowering and protecting their members and promoting cultures of caring, respect and safety for everyone; and

WHEREAS, it is time for our community to do its part to help end bullying in Kenosha.

NOW, THEREFORE, be it resolved that Kenosha Unified School District does hereby proclaim October as the annual observance of National Bullying Prevention Month as a symbol of our commitment to the year-round struggle against bullying.

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

Mr. Kunich moved to approve Resolution No. 348 – National Bullying Prevention Month 2018. Mr. Duncan seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Resolution No. 349 – Wisconsin School Board Appreciation Week October 7 – 13, 2018, which read as follows:

“WHEREAS, Kenosha Unified School District’s locally elected board members play a vital role in governing the policies of our excellent public education system and ensuring the district meets state standards for the purpose of attaining the district’s vision of becoming Wisconsin’s top performing urban school district that is highly regarded for continuously exceeding all expectations; and

WHEREAS, the members of the Kenosha Unified School District Board of Education are dedicated to children, learning and the community, and devote many hours of service to public education as they continually strive for improvement, excellence and progress in education; and

WHEREAS, school board members are charged with representing our local education interests to state and federal government and ensuring compliance with state and federal law; and

WHEREAS, school board members selflessly devote their knowledge, time and talents as advocates for our school children and community’s future.

NOW, THEREFORE, be it resolved that Kenosha Unified School District recognizes and salutes the members of the Kenosha Unified Board of Education by proclaiming October 7-13, 2018, as Wisconsin School Board Appreciation Week.

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

Mr. Kunich moved to approve Resolution No. 349 – Wisconsin School Board Appreciation Week October 7 – 13, 2018. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Modder presented Resolution No. 350 – Resolution in Support of Increasing Special Education Funding in Wisconsin Public Schools to 90% of the Cost Incurred, which read as follows:

“WHEREAS, it is the responsibility of the 422 local Wisconsin public school districts to support the educational needs of ALL students, INCLUDING those who are differently abled; and

WHEREAS, the federal government has a stated commitment to fund 40% of the costs of supporting students with special needs, but funds merely 15%, and

WHEREAS, the state of Wisconsin had statutory language to fund over 60% of costs related to these students, but now funds merely 26%, and

WHEREAS, the State of Wisconsin has not increased funding in public school special education categorical aid for a decade but has increased it for private schools using the special education scholarship, and

WHEREAS, the Legislative Fiscal Bureau recently concluded that because of the historic underfunding by the state and federal governments, public school districts must now fund over \$1billion to cover the educational costs associated with implementing Individual Educational Programs (IEPs), and

WHEREAS, as a result of this underfunding, districts across Wisconsin must cut critical programs supporting the education of the rest of their students to support the legislatively mandated special education needs, and

WHEREAS, Wisconsin now has special needs scholarships (vouchers) which benefit students in private schools, and

WHEREAS, these vouchers serve children, 75% of whom already were in private schools, and allow private schools to leave children with the greatest special education needs in the public schools, and

WHEREAS, Wisconsin public schools are required by law to continue serving all special education students in private schools, whether or not they receive a voucher, putting public schools out more money to pay for these public school special education educators i.e. teachers, physical/occupational therapists, speech/language pathologists, and

WHEREAS, private voucher schools, despite getting increased funding for special needs students, are not required to have certified/licensed special education staff, and

WHEREAS, these special needs vouchers for private schools are paid at a 90% reimbursement rate, while students with the greatest special needs in Wisconsin public schools are only funded by a 26% reimbursement rate.

WHEREAS, the Kenosha Unified School District would increase special education funding by \$25,619,344.70 when using the same percentage of reimbursement (90%) presently used for private schools.

FURTHER, it is believed that Wisconsin public school children are worth reimbursement equal to that of private school children.

THEREFORE, BE IT RESOLVED that the Kenosha Unified School District calls on Governor Walker, the Wisconsin State Assembly and the Wisconsin State Senate to increase reimbursement for public schools to a rate of 90% for special needs students, matching the reimbursement rate given to private schools under the legislated Special Needs Scholarship Program.

IN WITNESS WHEREOF, the undersigned, being all of the members of the School Board for the Kenosha Unified School District have executed this resolution the 25<sup>th</sup> day of September, 2018.”

Mr. Kunich moved to approve Resolution No. 350 – Resolution in Support of Increasing Special Education Funding in Wisconsin Public Schools to 90% of the Cost Incurred. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the 2018-2019 Elementary School Multiage Waivers Request submitted by Mr. Martin Pitts, Regional Coordinator of Leadership and Learning – Elementary; Mr. Scott Kennow, Regional Coordinator of Leadership and Learning – Elementary; Ms. Susan Valeri, Chief of School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“On July 30, 2013, revisions were made to Kenosha Unified School District School Board Policy 6432 – Class Size (Attachment A). See Attachment B (Rule 6432), item Number (6) for the revision that was approved by the Board of Education pertaining to Policy 6432-Class Size. In order to meet the guidelines for number six (6) of Policy 6432 for the 2018-2019 school year, the administration is requesting waivers for the following five schools: Jefferson, Nash, Prairie Lane, Southport and Wilson.

Administration recommends that the Board of Education approve the class size waiver request for Jefferson, Nash, Prairie Lane, Southport and Wilson Elementary Schools for the 2018-2019 school year.”

Mr. Kunich moved to approve the class size waiver request for Jefferson, Nash, Prairie Lane, Southport and Wilson Elementary Schools for the 2018-2019 school year. Mr. Battle seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Gang Prevention Education Program submitted by Mr. Willie Days, Coordinator of Diversity/Student and Family Engagement; Ms. Valeri; and Dr. Savaglio-Jarvis, excerpts follow:

“Together, the BGCK and KUSD provide educational gang intervention and/or prevention services at Bradford, Indian Trail, Tremper, Reuther and Hillcrest high schools; and Bullen, Lance, Lincoln, Mahone and Washington middle schools. Club gang prevention staff also provides extra security at KUSD and BGCK sporting events.

The program activities for the 2018-2019 school years continue to focus on high school and middle school age students. In the previous years there was a heavier focus on middle school students dictated by need. BGCK continues to assist all schools regarding

gang threats by assisting in identification of gangs, mediating disputes between students and/or gang members, investigating fights and any other issues schools request.

BGCK staff will continue to provide support to Gary Vargas, Juan Cruz and Sam Saucedo at Bradford, Tremper and Indian Trail. The BGCK staff will continue assisting and providing support to Reuther as well. BGCK provides schools with gang prevention and community service activities that assist with the safety of schools. BGCK staff assists with gang prevention activities at Bradford High School on Saturday morning (e.g. groups, counseling and community service work). BGCK has ongoing in-service gang trainings for school personnel upon request. BGCK staff attends local universities gang awareness trainings and BGCK staff sits on panels upon request.

BGCK staff has found that one of most effective incentives affecting behavioral change has traditionally been and will continue to be offering employment opportunities for our youth. BGCK has been working to maintain unsubsidized employment opportunities in the private sector or enroll participants in the BGCK Summer Youth Employment Program (SYEP) for at-risk youths in our community.

Administration recommends that the Board of Education approve entering into a Memorandum of Understanding with the Boys and Girls Club of Kenosha for a Gang Prevention Education Program.”

Mr. Battle moved to approve the entering into a Memorandum of Understanding with the Boys and Girls Club of Kenosha for a Gang Prevention Education Program. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Head Start Semi Annual Report submitted by Ms. Luanne Rohde, Director of Early Education; Mr. Pitts; Ms. Valeri; and Dr. Savaglio-Jarvis, excerpts follow:

“The purpose of this report is to ensure community and School Board awareness of the progress of the Kenosha Unified Head Start Program. This is an informational report provided every six months. Head Start is defined as a program that works with the most identified at-risk 3 and 4 year-old children and their families.

The Head Start Program has the capacity to serve 389 enrolled children. Three hundred thirty of these children are funded through the Federal Head Start Grant. Fifty-nine of these children are funded through the state Head Start Supplemental Grant.

All Head Start programs are structured through a common framework with the following components: Program Design and Management, Family and Community Partnership, and Early Childhood Development and Health Services. This report will summarize activities in each of these components from January 2018 through June 2018.

Enrollment of 330 federal students was met by Third Friday Count day in September, 2017. By April 2018, Head Start met the mandated 389 enrollment number for federal and state students for this school year. A total of 441 students (222 – 3 year olds and 219 4 year olds) were enrolled in the program this year. 51 students were withdrawn from the program, 7 of which were in the program less than 45 days. 135 students were

enrolled in Head Start for a second year. 189 students will be leaving Head Start and entering kindergarten in the fall of 2018.

As of August 1, 2018, 309 students have been accepted into the program for the 2018-2019 school year as compared to 312 at the end of August last year. Families will continue to be recruited to participate in Head Start throughout the school year. Enrollment progress will be monitored through the monthly HS22 reports that are provided to the Head Start Policy Council and School Board throughout the year.

Head Start Performance Standards require that every Head Start child have multiple health assessments to ensure that the child is healthy enough to learn. Children/families that are accepted into the Head Start program and do not have these health assessments receive support to guarantee these assessments occur within the first ninety days of the program. The Kenosha Community Health Center (KCHC) continues to offer services for Head Start children to receive these required exams and follow up treatment.

Health data from the 2017-2018 school year reports:

- 96% of children have a medical home (a medical home is when a family has a specific doctor to go to for their medical needs)
- 95% of children have health insurance
- 61% of children have an up to date physical
- 99% of children are up to date with immunizations
- 94% of children have a dental home (a dental home is when family has a specific dentist to go to for their dental needs)
- 66% of children have an up to date dental exam
- 2% of children were referred to Mental Health Services outside of Head Start
- 63% of children are reported to be a healthy weight, with 10% being underweight, 13% overweight and 14% obese

The Kenosha Unified Head Start Program reports student progress three times per year using My Teaching Strategies. School Readiness Outcomes (reported for 387 children) for Spring, 2017-2018 are summarized in the chart below. As evidenced by the graph, the most significant domains of improvement during this school year were in Math (an increase of 49 percentage points in children meeting or exceeding expectations from Fall to Spring) and Literacy (an increase of 48 percentage points in children meeting or exceeding expectations from Fall to Spring). This continues the trend from last year at this time. The highest areas of achievement overall are Physical Development and Social-Emotional Development, which is also the same as reported at this time last year."

Dr. Savaglio-Jarvis presented the Increase for Non-Represented Full-Time Equivalent Employees Other Than Certified Teaching Personnel submitted by Mrs. Shannon Weyenberg, Chief Human Resources Officer; Mr. Hamdan; and Dr. Savaglio-Jarvis, excerpts follow:

“KUSD recommends a 1.25% base wage increase for all non-represented full-time equivalent (FTE) employees. The term full-time equivalent refers to all regular (not time sheet) employees in the following groups: AST, Educational Support Personnel, Interpreters, Administrative Support Professionals, Facilities, Food Services and Community and Student Support.

Administration recommends that the Board approve:

- A 1.25% base wage increase for all full-time equivalent employees as referenced above effective July 1, 2018 and;
- A step advancement for the non-represented full-time equivalent (FTE) employees in the AST group effective July 1, 2018, per the classification, compensation and personnel policy and schedule.”

Mrs. Modder moved to approve a 1.25% base wage increase for all full-time equivalent employees as referenced above effective July 1, 2018 and a step advancement for the non-represented full-time equivalent (FTE) employees in the AST group effective July 1, 2018, per the classification, compensation and personnel policy and schedule. Ms. Steven seconded the motion. Unanimously approved.

Mr. Battle presented the Donations to the District.

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

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

Meeting adjourned at 8:09 P.M.

Stacy Schroeder Busby  
School Board Secretary

A SPECIAL MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD OCTOBER 10, 2018

A special meeting of the Kenosha Unified School Board was held on Wednesday, October 10, 2018, 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, Presentation/Discussion on Medical Insurance/Plan Design – Hays Companies, and Discussion/Possible Action on Updates to Wage Schedules for Hourly Employees.

The meeting was called to order at 5:34 P.M. with the following members present: Ms. Stevens, Mr. Garcia, Mr. Battle, Mr. Duncan, Mr. Kunich, Mrs. Modder, and Mr. Wade. Dr. Savaglio-Jarvis, Mr. Hamdan, and Mrs. Ruder were also present.

Mr. Wade, 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 and/or comments by the public.

Mr. Chris Smessaert and Mr. Michael Neuberger from Hays Companies gave a PowerPoint presentation which covered the following topics: medical plan utilization: summary, medical plan utilization: premium vs. claims, medical/ex utilization - cost trends, medical/rx utilization - general conditions, medical/rx utilization - chronic disease, medical/rx utilization - condition markers, medical plan utilization: analytics, medical plan utilization: estimated cost impact, medical plan considerations: high-deductible health plans (HDHPS), other renewal considerations, compliance: cadillac tax analysis, RFP recommendations, proposed medical RFP timeline, next steps.

Mr. Smessaert and Mr. Neuberger answered questions from Board members.

There was consensus for Hay Companies to move forward with the next steps as outlined in the presentation.

Mr. Smessaert and Mr. Neuberger departed at 7:02 P.M.

Board members recessed at 7:02 P.M. and reconvened at 7:10 P.M.

Mrs. Tanya Ruder, Interim Chief Human Resources Officer, presented the Updates to Wage Schedules for Hourly Employees submitted by Mrs. Ruder; Mrs. Stacey Cameron-Weigand; and Dr. Savaglio-Jarvis, excerpts follow:

“On July 24, 2018, the Board of Education approved the following revised hourly wage schedules: Administrative Support Professional, Community and Student Support,



Educational Support Professional, Facilities, Food Service, Interpreter, Non-FTE and Seasonal Non-FTE.

The approved hourly wage schedules were drafted based on research comprised of market source data for positions substantially equal to current district hourly positions and some interviews with ESPs and Administrative Support Professionals. However, since the board approval of the hourly wage schedules, the Office of Human Resources has found a few minor areas that need to be updated.

Administration recommends that the Board of Education approve the 14 recommendations listed above and the corresponding amended/revised hourly wage schedules as listed below and attached herein:

- Attachment 1 – Proposed Revised Kenosha Unified School District 2018-2019 Facilities Employee Hourly Wage Schedule;
- Attachment 2 – Proposed Revised Kenosha Unified School District 2018-2019 Non-FTE Hourly Wage Schedule; and
- Attachment 3 – Proposed Revised Kenosha Unified School District 2018-2019 Seasonal Non-FTE Hourly Wage Schedule.”

Mrs. Modder moved to approve the 14 recommendations listed in the report and the corresponding amended/revised hourly wage schedules – 2018-2019 Facilities Employee, 2018-2019 Non-FTE, and 2018-2019 Season Non-FTE. Ms. Stevens seconded the motion. Unanimously approved.

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

Meeting adjourned at 7:13 P.M.

Stacy Schroeder Busby  
School Board Secretary

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Kenosha Unified School District  
Kenosha, Wisconsin  
Summary of Cash Receipts and Disbursements  
October 23, 2018

<b>CASH RECEIPTS</b>	<b>reference</b>	<b>total</b>
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**September 2018 Wire Transfers-In, to Johnson Bank from:**

WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 24,668,279.66
Johnson Bank	<i>account interest</i>	1,162.38
US Treasury	<i>interest refund - various bond issues</i>	261,520.00
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	149,568.62
Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	31,260.03
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	45,389.33
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	12,234.08
<b>Total Incoming Wire Transfers</b>		<b>25,169,414.10</b>

**September 2018 Deposits to Johnson Bank - All Funds:**

General operating and food services receipts	<i>(excluding credit cards)</i>	200,709.97
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**TOTAL SEPTEMBER CASH RECEIPTS**

**\$ 25,370,124.07**

<b>CASH DISBURSEMENTS</b>	<b>reference</b>	<b>total</b>
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**September 2018 Wire Transfers-Out, from Johnson Bank to:**

*Payroll & Benefit wires*

Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 7,524,399.06
WI Department of Revenue	<i>state payroll taxes</i>	65,932.47
WI Department of Revenue	<i>state wage attachments</i>	3,802.64
IRS	<i>federal payroll taxes</i>	2,619,422.56
Delta Dental	<i>dental insurance premiums</i>	241,596.86
Diversified Benefits Services	<i>flexible spending account claims</i>	17,394.77
Employee Trust Funds	<i>wisconsin retirement system</i>	530,260.95
NVA	<i>vision insurance premiums</i>	16,287.59
Various	<i>TSA payments</i>	292,398.80

*Subtotal* **11,311,495.70**

*General Operating Wires*

US Bank	<i>purchasing card payment-individuals</i>	289,892.00 *
Aegis	<i>workers' compensation payment</i>	150,000.00
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	16,666.67
Various	<i>returned checks</i>	275.00

*Subtotal* **456,833.67**

**Total Outgoing Wire Transfers** **\$ 11,768,329.37**

**September 2018 Check Registers - All Funds:**

Net payrolls by paper check	<i>Register# 01019DP, 01719DP 01020DP</i>	\$ 17,222.75
General operating and food services	<i>Check# 569572 thru Check# 570561 (net of void batches)</i>	7,931,624.58
<b>Total Check Registers</b>		<b>\$ 7,948,847.33</b>

**TOTAL SEPTEMBER CASH DISBURSEMENTS**

**\$ 19,717,176.70**

*\*See attached supplemental report for purchasing card transaction information*

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

Billing Cycle Ending September 17, 2018

Merchant Name	Total
AIRLINE	\$ 28,721.18
HOTEL	\$ 20,050.88
3654 INTERSTATE	\$ 16,389.72
RESTAURANTS & CATERING	\$ 15,450.52
CONVERGINT	\$ 10,851.67
MENARDS KENOSHA WI	\$ 8,187.94
TRUGREEN *LOCKBOX	\$ 6,953.00
MAKEMUSIC, INC.	\$ 5,794.00
SQ *AUDENBY ELECTRI	\$ 5,743.12
GUSTAVE A LARSON COMPANY	\$ 4,453.26
BUILDERS HARDWARE	\$ 4,110.00
COLLEGEBOARD WORKSHOPS	\$ 3,995.00
DICKOW CYZAK TILE CARP	\$ 3,814.00
NATL SCHOLASTIC PRESS	\$ 3,794.00
VICTORY SIGN	\$ 3,784.32
IN *A BEEP, LLC	\$ 3,746.99
EVERWHITE/GLENROY, INC.	\$ 3,257.38
LITTLE FLOWER YOGA	\$ 3,170.00
HALLMAN LINDSAY PAINTS -	\$ 3,157.94
TABLEAU SOFTWARE, INC.	\$ 3,150.00
SAN-A-CARE	\$ 3,062.16
PROVANTAGE	\$ 2,829.77
INDUSTRIAL CONTROLS	\$ 2,816.42
VIKING ELECTRIC-MILWAUKEE	\$ 2,670.04
COLUMBIA PIPE & SUPPLY	\$ 2,575.70
SPRUCE LAKE SAND & GRAVE	\$ 2,546.51
ULINE *SHIP SUPPLIES	\$ 2,542.79
SASED MIDWEST PBIS	\$ 2,360.00
IMSE	\$ 2,350.00
HIGHWAY C SVC	\$ 2,156.05
CHESTER ELECTRONIC SUPPLY	\$ 2,142.15
JOHNSTONE SUPPLY	\$ 2,050.60
NASSP PRODUCT & SERVICE	\$ 1,986.60
SAMS CLUB #6331	\$ 1,956.25
HYDRO-FLO PRODUCTS INC	\$ 1,837.46
VEHICLE MAINT. & FUEL	\$ 1,805.45
GFS STORE #1919	\$ 1,766.92
MARK S PLUMBING PARTS	\$ 1,764.17
AMZN MKTP US	\$ 1,749.94
MUSIC THEATRE INTL	\$ 1,720.00
AMERICAN OUTFITTERS LTD	\$ 1,716.50
FIRST SUPPLY LLC #2033	\$ 1,679.65
DASH MEDICAL GLOVES	\$ 1,656.00
123 SECURITYPRODUCTS.C	\$ 1,629.77
GRAINGER	\$ 1,607.41
HAJOCA KENOSHA PC354	\$ 1,579.75
JOANN STORES #2468	\$ 1,564.00

REINDERS - BRISTOL	\$	1,538.64
CONNEY SAFETY	\$	1,429.01
IN *ECONO SEWER AND DRAIN	\$	1,385.35
REALLY GOOD *	\$	1,382.47
OTC BRANDS, INC.	\$	1,355.23
MSOE - STUDENT ACCOUNTS	\$	1,352.00
HOMEDEPOT.COM	\$	1,331.28
NATL ASSN GIFTED CHILDRE	\$	1,318.00
AMAZON.COM	\$	1,238.04
AMAZON.COM AMZN.COM/BILL	\$	1,194.08
SAMSClub #6331	\$	1,182.07
HOTELS.COM151880175689	\$	1,159.44
SQ *DROPRITE TREE & LANDS	\$	1,100.00
TALL SHIP RED WITCH LL	\$	1,100.00
SENIOR WOOLY LLC	\$	1,083.75
WM SUPERCENTER #1167	\$	1,050.05
STUDER EDUCATION	\$	1,050.00
BATTERIES PLUS #0561	\$	1,031.80
MUSIC THEATRE INTN'L	\$	999.00
VIKING ELECTRIC-CREDIT DE	\$	934.03
GALLUP INC	\$	899.82
AMERICAN ASSOC OF SCHOOL	\$	815.00
WENDELLA SIGHTSEEING COM	\$	807.75
IN *STUKENT, INC.	\$	800.00
PAYPAL *SNUG	\$	790.00
SHERWIN WILLIAMS 703180	\$	786.16
SAMSClub.COM	\$	783.46
FILTRATION CONCEPTS INC	\$	773.52
USPS.COM POSTAL STORE	\$	753.50
GOPHER SPORT	\$	714.87
SCHOOLSIN	\$	704.70
ADAFRUIT INDUSTRIES	\$	700.00
ENTRUST DATACARD	\$	684.67
KIMBALL MIDWEST	\$	680.22
IKEA.COM 305290333	\$	671.96
TEACHERS COLLEGE WEB COL	\$	650.00
COSTCO WHSE #1198	\$	626.38
EOP WIDA CONFERENCE	\$	625.00
WAL-MART #1167	\$	609.86
PARENTSASTEACHERS	\$	575.00
HOTELS.COM151934408973	\$	558.46
WASBO FOUNDATION INC	\$	555.00
STERICYCLE	\$	551.67
GRAND APPLIANCE & TV RACI	\$	547.00
PAYPAL *AMA-MADISON	\$	544.11
MRA INSTITUTE OF MANAGEM	\$	522.23
PAYPAL *CESA 5	\$	520.00
MEIJER STORE #284	\$	513.48
FACEBK PRD9GF2882	\$	500.00
FLORIDA VIRTUAL SCHOOL	\$	499.55
IRIS USA INC	\$	495.00
ACTION PUBLISHING	\$	488.29
THINK SOCIAL PUBLISHING	\$	485.86
FESTIVAL FOODS	\$	485.08
OFFICEMAX/DEPOT 6358	\$	477.75

FASTENAL COMPANY01	\$	477.25
LOWES #02560*	\$	476.27
ZORO TOOLS INC	\$	467.60
LINKEDIN-401*1039744	\$	467.04
E-CONOLIGHT	\$	461.94
STUDIES WEEKLY	\$	459.00
DOLLAR TREE	\$	457.45
TTAS WEB	\$	450.00
NASSCO INC	\$	449.97
AMAZON.COM*MT0R76OT1	\$	443.76
RESTROOM STRATEGIC REST	\$	442.72
YARDSIGNWHOLESALE.COM	\$	440.00
RSCHOOLTODAY	\$	440.00
WASDA	\$	415.00
WISCONSIN SCHOOL MUSIC AS	\$	412.00
ASSOC SUPERV AND CURR	\$	405.48
KENOSHA PUBLIC MUSEU	\$	400.00
SAMS CLUB #8167	\$	399.98
BLAIN'S FARM & FLEET	\$	399.90
MENARDS E-COMMERCE	\$	392.39
SMK*WUFOO.COM CHARGE	\$	383.00
DISCOUNTMUGS.COM	\$	381.52
4IMPRINT	\$	378.67
TOOLBARN.COM	\$	356.98
AIRPORTSHUTTLES.COM	\$	356.80
UWW CAMPS AND CONFERENCES	\$	350.00
NATIONAL BUSINESS INST.	\$	349.00
PAYPAL *CML LEAGUES	\$	345.00
KROMER CO. LLC	\$	344.57
BROOKSTONE PRINTING	\$	330.00
WWW.TICKETPRINTING.COM	\$	317.63
HANSENS'S POOL & SPA	\$	315.00
US FIRST	\$	311.95
SEI*SOCER.COM	\$	309.48
TUNSTALL CORPORATION	\$	308.57
ACMETOOLS.COM	\$	308.00
AT&T*BILL PAYMENT	\$	302.61
GAMBELOAKPUB*MUSIC	\$	300.00
WALMART.COM 8009666546	\$	299.59
TRANE SUPPLY-116407	\$	282.52
MENARDS RACINE WI	\$	282.47
HOLLAND SUPPLY INC	\$	275.40
BEST BUY 00011916	\$	271.94
WALMART.COM	\$	267.35
ANIMOTO INC	\$	264.00
AUER STEEL - MILWAULKEE	\$	253.35
PICK N SAVE #874	\$	250.02
ACT*ASSOCIATION OF WIS	\$	249.00
NATL CCL TEACHERS OF MATH	\$	247.34
JON DON ECOMM #999	\$	236.74
J W PEPPER AND SON INC	\$	229.91
WINDY CITY NOVELTIE	\$	228.03
EB IXL LIVE-CHICAGO I	\$	225.00
AED SUPERSTORE	\$	225.00
AMAZON.COM*MT6913FA0	\$	221.88

LYNCH CHEVROLET	\$	220.45
FARM & FLEET STURTEVANT	\$	211.08
CARDINAL STRITCH UNIVERSI	\$	210.00
SQ *SCOTT'S SCREEN	\$	210.00
CABINETMKR SUPPLY	\$	209.99
SHOPKO 31 00200311	\$	207.44
GOOSECHASE.COM K-12 ED	\$	199.00
MOBYMAX	\$	199.00
AMZN MKTP US AMZN.COM/BIL	\$	197.71
GOOGLE *ADS3520437870	\$	189.81
SMARTSIGN	\$	188.29
GOOD ARMSTRONG TRAINING	\$	185.00
PAYNE & DOLAN INC 40023	\$	181.55
RAGAN COMMUNICATIONS	\$	179.00
HMH*MATH SOLUTIONS	\$	162.25
EB MILWAUKEE CYBER SE	\$	158.00
HOMEGROWN TRADING CO.	\$	155.10
IN *B AND L OFFICE FURNIT	\$	155.00
AMZN MKTP US*MT5S724W2	\$	153.98
WWW.KENNYPRODUCTS.COM	\$	150.00
PARTY CITY 5174	\$	144.67
HOERNEL LOCK & KEY INC-KE	\$	143.73
GREEN BAY TENNIS CENTER	\$	134.50
LINCOLN CONTRACTOR	\$	132.96
U-HAUL OF FOREST PARK	\$	126.32
NATIONALGEO	\$	120.00
PRICELINE*AIR TICKETS	\$	120.00
SMORE.COM SMORE.COM -	\$	118.00
TARGET 00022517	\$	115.99
PRAIRIE SIDE TRUE VALUE	\$	110.55
WAL-MART #0910	\$	108.94
EB COMPREHENSIBLE MID	\$	106.44
STATE OF WI DPI REGONLINE	\$	105.00
TOWN & COUNTRY GLASS INC	\$	103.26
KENOSHA AREA BUSINESS	\$	100.00
APPLE HOLLER	\$	100.00
PEARDECK.COM PRO YEARL	\$	99.99
FEDEX 782715529883	\$	99.11
V BELT GLOBAL SUPPLY	\$	98.26
QUILL CORPORATION	\$	97.13
TRAVEL INSURANCE POLICY	\$	96.96
FUTURE PROBLEM SOLVING PR	\$	96.00
BUS MGMT DAILY	\$	91.90
WALGREENS #12413	\$	85.85
WAL-MART #2668	\$	84.98
SHIFFLER EQUIPMENT	\$	83.58
SQ *SIGN GYPSIES -	\$	83.34
PIGGLY WIGGLY #004	\$	81.01
KRANZ INC.	\$	78.18
WONDERLAND CAMP & CONFE	\$	77.10
AMZN MKTP US*MT57E1F92	\$	74.40
IRC N/IRC TEAM SPORTS	\$	72.12
MCMASTER-CARR	\$	71.69
FACEBK DX2DCF6882	\$	67.01
ACT PROGRAMS	\$	67.00

METRA MOBILE	\$	66.50
EREPLACEMENTPARTS.COM	\$	65.35
UNIVERSAL MAP/MAPSCO	\$	64.85
AMZN MKTP US*MT2IK5OI2	\$	63.98
PICK N SAVE #871	\$	63.76
ADOBE *STOCK	\$	63.28
NETWORK FOR GOOD	\$	61.80
WI SCIENCE OLYMPIAD	\$	60.00
STUFFEDSAFARI.COM	\$	56.76
HUMAN KINETICS, INC.	\$	54.86
KMART 3851	\$	53.25
ATT WAUWATOSA MAYFAIR MAL	\$	52.76
BEST BUY 00000299	\$	52.54
SANDERS PAINT & WALLPAPE	\$	51.18
TREESEEDS.COM	\$	50.45
ACS MEMBERSHIP	\$	50.00
FIRST STAGE CHILDRENS THE	\$	50.00
MAILCHIMP *MONTHLY	\$	50.00
TARGET 00000240	\$	50.00
HOBBY LOBBY #350	\$	48.65
MICHAELS.COM	\$	45.35
AMAZON.COM*MT07O5O51	\$	45.19
WM SUPERCENTER #3247	\$	44.28
ADOBE *CREATIVE CLOUD	\$	42.18
CONNECT CELL	\$	41.99
PIGGLY WIGGLY #203	\$	41.09
MEDEXSUPPLYCOM	\$	39.07
THE TULLE SHOP	\$	38.27
PARTY CITY	\$	35.91
WOODWORKERS HARDWARE - W	\$	35.84
EVACUUMSTORE.COM	\$	35.46
PARKSIDE TRUE VALUE	\$	35.36
TENNISREPORTING	\$	35.00
IOFFER	\$	35.00
KENOSHANEWS	\$	35.00
PAYPAL *LIVEBINDERS, IN	\$	34.95
BARNES & NOBLE #2037	\$	34.38
AIRGASS NORTH	\$	33.87
HARBOR FREIGHT TOOLS 358	\$	31.97
BARNES&NOBLE.COM-BN	\$	30.42
MAXISHARE	\$	30.00
ZOOM.US	\$	29.98
TEACHERSPAYTEACHERS.COM	\$	29.00
S&S WORLDWIDE-ONLINE	\$	27.99
WALGREENS #3153	\$	27.79
WM SUPERCENTER #2668	\$	27.32
OFFICEMAX/DEPOT 6358	\$	25.84
NOR*NORTHERN TOOL	\$	25.64
WWW.STENHOUSE.COM	\$	25.32
CAREERSAFE ONLINE	\$	25.00
SRKA - SHRM RACINE AND KE	\$	25.00
FEED & SEED STATION	\$	25.00
ASCD STREAMING VIDEO	\$	24.95
BATTERIES PLUS #0560	\$	24.00
SELL.COM	\$	24.00



PICK N SAVE #181	\$	23.68
AMZN MKTP US*MT4VQ9CX2	\$	23.11
OFFICE DEPOT #3260	\$	20.94
PIGGLY WIGGLY #344	\$	19.50
AMAZON.COM*MT84E2O01	\$	17.27
AMZN MKTP US*MT8ZG54S2	\$	17.03
AMZN MKTP US*MT5UH9OC0	\$	16.08
USPS PO 5642800260	\$	12.20
PALMEN BUICK GMC CADIL	\$	11.85
AMAZON.COM*MT0DE9O52	\$	11.28
AMAZON.COM*MT5GV5OH2	\$	11.28
USPS PO 5666100158	\$	9.00
PRIME VIDEO	\$	8.99
AMZN MKTP US*MT8JB9402	\$	7.99
EVERYDAY SPEECH	\$	7.99
WM SUPERCENTER #910	\$	7.93
EXPEDIA 7378234731497	\$	4.63
DUNHAMS 236	\$	3.14
FESTIVAL FOODS SSS	\$	(4.51)
AUDIBLE	\$	(15.77)
IKEA.COM 305291027	\$	(19.19)
IKEA.COM 305286969	\$	(21.06)
US Bank Purchasing Card Payment - Individuals	\$	289,892.00

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

October 23, 2018

**Administrative Recommendation**

It is recommended that the September 2018 cash receipt deposits totaling \$200,709.97, and cash receipt wire transfers-in totaling \$25,169,414.10, be approved.

Check numbers 569572 through 570561 totaling \$7,931,624.58, and general operating wire transfers-out totaling \$456,833.67, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2018 net payroll and benefit EFT batches totaling \$11,311,495.70, and net payroll check batches totaling \$17,222.75, be approved.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

Lisa M. Salo, CPA  
Accounting Manager

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1  
Kenosha, Wisconsin

October 23, 2018

**SECOND ROUND SCHOOL SAFETY GRANT APPLICATION**

**Background:**

On March 26, 2018, Governor Walker signed the Wisconsin School Safety Bill which created a new Office of School Safety in the Department of Justice (DOJ), and provided \$100M in funding for school safety initiatives in Wisconsin schools amongst other things. An initial round of grant applications and funding was done in May/June, and KUSD was awarded \$888,788 on June 1, 2018. All of our projects associated with the first round of grant funding are underway, and some have already been completed. A sizable portion (approximately \$45M) of the State-allocated funds remained available after the initial round of grants were awarded; therefore, the DOJ opened a second round of grant applications in August. Here are the specifics related to the second round of school safety grants.

**Basic Information:**

- Grant Application Due Date: August 30, 2018
- Project Start Date: October 1, 2018
- Project Completion Date: August 31, 2020
- KUSD Submitted Grant Request: \$1,194,499

**Grant Requirements:**

Similar to the initial round of school safety grants, the DOJ stipulates certain requirements of districts to obtain funding:

1. Districts must continue to meet all of the requirements associated with the initial round of school safety grants.
2. Districts must send 10% of full-time teachers and counselors to a DOJ-approved 12-hour Adolescent Mental Health training program by August 31, 2020.
3. Districts must establish a School Safety Intervention Team according to the DOJ's standardized guidelines no later than August 31, 2019.

4. Districts must participate in and promote the DOJ confidential reporting application or tip line, when this is developed and deployed.

### **KUSD Safety Grant Application Projects:**

We proposed the following projects or training as part of our second round safety grant application to the DOJ:

- 12-Hour Adolescent Mental Health Training - We will send 10% of our full-time teachers and counselors to the National Center for Mental Health and Juvenile Justice training program that the DOJ requires for the grant. Our intent would be to provide training dates in Kenosha, but since there are no sessions currently scheduled here, we based our estimate to include travel to the Madison area and an overnight stay for 167 staff members. Clearly if this training can be held in Kenosha, the cost will go down significantly. The cost estimate for this training is \$96,046.
- Secure Entrances - Creation of secure entrances at 13 schools that currently do not have a secure entrance other than locked doors with a buzzer-intercom system. These projects involve some or all of the following: addition or relocation of interior vestibule doors, addition of a door from the vestibule to the main office, and addition of door hardware to control entry through the second set of vestibule doors or office doors to the rest of the school. A great deal of the work will be performed by our in-house maintenance crews which will help considerably in controlling the overall costs for this project. The cost estimate for this project is \$361,500. Note that this project falls under item 2a of the DOJ list of eligible project alternatives.
- Main Office Intruder Pushbutton - Addition of a single pushbutton in the main office of 39 schools to supplement the Informacast notification system we already have in our schools. This pushbutton is a means to speed up the time to send an alert both in the school as well as to our emergency response team and authorities. Our current system works from any phone in the building and that will continue to trigger the alert as well. All of the labor will be performed by our in-house Electronics Crew. The cost estimate for this project is \$21,828. Note that this project falls under item 3b of the DOJ list of eligible project alternatives.
- Classroom Door Locks - Replacement/upgrade of the door locks for the classrooms at the 12 schools that have old (generally 50 plus years old) original door hardware. This will convert the door lock systems at these schools to our district standard intruder door lock system that exists at all of our other schools. The cost estimate for this project is \$168,964. Note that this project falls under item 2b of the DOJ list of eligible project alternatives.

- Shatter Resistant Film - We have already completed the installation of shatter resistant film at the main entrances of all of our schools and all entrances at our high schools as part of our initial school safety grant. This project would install the film on the other entrances at our middle schools. Two of our six middle schools do not have other entrances with glass wide enough to qualify, but the remaining four schools do. The cost estimate for this project is \$25,815. Note that this project falls under item 2i of the DOJ list of eligible project alternatives.
- Two-Way Radios - One of the tools used in our schools in the event of an active threat are two-way radios. The intent of this line item is to purchase and provide an additional four two-way radios per school. We are basing this quantity on what we have identified as a shortage when we have performed our ALICE safety drills at our schools. The cost estimate for this project is \$41,040. Note that this project falls under item 2e of the DOJ list of eligible project alternatives.
- Cameras - Kenosha Unified has an extensive integrated camera system with over 2,000 cameras. A number of our cameras are older analog cameras, and our security assessments have been identifying areas within and around our schools that need greater camera coverage. This project would replace the older analog cameras with digital cameras, and add cameras where needed. All of our cameras are integrated into a common network in our datacenter which is a less expensive means to manage and store video as well as a means for us to have remote access to the live footage both at our Educational Support Center as well as access by our local law enforcement agencies. All of the installation work associated with this project will be performed by our in-house Electronics Crew. The cost estimate for this project is \$479,306. Note that this project falls under item 2f of the DOJ list of eligible project alternatives.

#### **Administration Recommendation:**

Administration recommends Board approval to accept the Second Round State of Wisconsin Department of Justice School Safety Grant in order to expend the funds as described in this report.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Ms. Susan Valeri  
Chief of School Leadership

Mr. Tarik Hamdan  
Chief Financial Officer

Mr. Patrick M. Finnemore, PE  
Director of Facilities

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**Kenosha Unified School District  
Kenosha, Wisconsin**

**October 23, 2018**

**POLICY 7400—NAMING OR RENAMING DISTRICT-OWNED PROPERTY**

**Background**

At the July 24, 2018, regular school board meeting, the board unanimously approved the following recommendations from administration:

1. The Board of Education approves the use of Policy 7400—Naming or Renaming District-Owned Property (Appendix A)—in appointing a committee as prescribed in Policy 8860—Citizen Advisory Committees (Appendix B).
2. The Board of Education approves the Citizen Advisory Committee to follow the guidelines outlined in Policy 7400 for dedicating other spaces.
3. The school board will consider all names submitted by the committee; and the board reserves the right to choose a name other than the first choice submitted by the committee for the space currently known as Reuther Central High School Auditorium.

**Process**

On July 30, 2018, a press release was disseminated from the Kenosha Unified School District's Office of Communications to the Kenosha News, Facebook, and Twitter inviting the community to volunteer to participate on this committee. Thirteen individuals volunteered to participate on the committee (Appendix C), and five variations honoring Ralph Houghton were offered for consideration.

Two committee meetings were held. The dates were August 22, 2018 (Appendices D and E), and August 29, 2018 (Appendix F). Appendix C illustrates that the majority of committee members were present at both meetings. The process used to determine the committee name included the following:

1. Board Policy 7400 (Appendix A) was reviewed.
2. Factors were identified based on the board policy to guide the decision making including:

- A. Historical significance,
  - B. Exemplary service in the community or for humanity,
  - C. Outstanding leadership, and/or
  - D. Exemplary moral character.
- 3. Committee members researched the suggested name, and this information was compiled under the aforementioned factors for the suggested name.
  - 4. The committee unanimously recommends to the school board for consideration that the auditorium located in Reuther Central High School be named the Ralph J. Houghton Performance Center.

### **Rationale for the Selection of the Ralph J. Houghton Performance Center**

Ralph J. Houghton was born on April 14, 1920, in Hoopeston, Illinois. In 1947 Mr. Houghton began his music career as a music director in Racine, and in 1956 he was appointed director of music for Kenosha Unified School District. With only 8 music teachers serving 17 schools, he was relentless in his passion and drive to develop a program that would become a model for public schools throughout the country. Mr. Houghton was instrumental in establishing Band-O-Rama, Orchestra Festival, and Choral Festival; furthermore, these programs continue to thrive in Kenosha schools. He led the initiative to combine the Bradford and Tremper marching bands to form the Band of the Black Watch; and, as the founder of the Band Boosters he hosted their annual Ice Cream Social fundraiser at his residence on Seventh Avenue.

Mr. Houghton was promoted to assistant superintendent of schools for the school district in 1979; and while his focus shifted to nonmusical responsibilities, he continued to support the fine arts programs both in the district and in the community. He was a founding member of the Kemper Center Board of Directors, and he closely followed the construction of the Kenosha Band Shell.

Following his retirement from the district in 1987, Mr. Houghton remained active in the music world. In 2008 the Wisconsin Center for Music Education named the sheet music and recording archive the Ralph Houghton Honors Library. Additionally, Mr. Houghton was awarded the Anderson Arts Center 2007 Lifetime Achievement Award. He is fondly remembered in the community as Kenosha's very own "music man." Mr. Houghton passed away on June 1, 2009.

### **Recommendation**

Administration recommends that the school board consider the Naming Committee's recommendation that the auditorium located in Reuther Central High School be named the Ralph J. Houghton Performance Center.



**Dr. Sue Savaglio-Jarvis**  
**Superintendent of Schools**

**Mrs. Julie Housaman**  
**Chief Academic Officer**

**Mr. Scott Plank**  
**Coordinator of Fine Arts**

POLICY 7400

NAMING OR RENAMING DISTRICT-OWNED PROPERTY

The School Board shall be responsible for naming or renaming district-owned property. Name recommendations shall be made in accordance with district guidelines outlined in Rule 7400.

For the purpose of this policy, district facilities shall be defined as schools, district office buildings, auditoriums, athletic facilities, athletic fields and field houses. Other spaces shall be defined as any other areas in or around a district facility other than an actual school building, district office building, auditorium, athletic facility, athletic fields or field house (e.g. pond, library, courtyard, green space, etc.).

LEGAL REF.: Wisconsin Statutes  
Section 120.12(1) (Care and management of school property)

CROSS REF.: Policy 1131, Memorials/Dedications within Schools  
Policy 8860 – Citizen Advisory Committees

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 10, 1991

REVISED: January 12, 1999  
September 11, 2001  
September 25, 2007  
November 28, 2017

**RULE 7400**

**NAMING OR RENAMING DISTRICT-OWNED PROPERTY**

At the request of the School Board, a naming committee shall be formed in accordance with Policy 8860 Citizen Advisory Committees to research and present recommendations along with supporting evidence to the School Board when naming or renaming district-owned property, including facilities or other spaces. Individuals interested in renaming a facility or dedicating other spaces must submit their request in writing to the School Board for consideration.

For the purpose of this policy, district facilities shall be defined as schools, district office buildings, auditoriums, athletic facilities, athletic fields and field houses. Other spaces shall be defined as any other areas in or around a district facility other than an actual school building, district office building, auditorium, athletic facility, athletic fields or field house (e.g. pond, library, courtyard, green space, etc.). The duties of the naming committee shall include compiling a list of name recommendations and submitting them in rank order (#1 being the top choice) to the School Board for consideration.

- a. NOTE: The School Board will consider all names submitted by the committee and reserves the right to choose a name other than the #1 choice submitted by the committee.
- b. The committee may use the following sources to acquire name suggestions:
  - i. Public participation
  - ii. Student participation

**NAMING OR RENAMING A BUILDING**

When considering potential names for district buildings, the committee shall keep in mind the following:

- a. Buildings must be named after a person or place.
  - i. Individuals must be deceased for at least two years before they may be nominated.
  - ii. Individuals who are nominated must be limited to those who have historical significance, have performed exemplary service in the community or for humanity, have displayed outstanding leadership and/or are of exemplary moral character.
  - iii. Places that are nominated must be very well known and have a great deal of significance to the district and/or community.
- b. First consideration shall be given to local persons or places, but consideration may also be given to state, national and international persons.

**DEDICATING OTHER SPACES**

When considering potential names for other spaces, the committee shall keep in mind the following:

- a. Other spaces may only be named after a person.
- b. Individuals must be deceased for at least two years before they may be nominated.
- c. Individuals who are nominated must be limited to those who have historical significance, have performed exemplary service in the community or for humanity, have displayed outstanding leadership and/or are of exemplary moral character.
- d. First consideration shall be given to local persons, but consideration may also be given to state, national and international persons.

## APPENDIX B

*Kenosha Unified School District No. 1*  
*Kenosha, Wisconsin*

*School Board Policies*  
*Rules and Regulations*

### POLICY 8860 CITIZEN ADVISORY COMMITTEES

The School Board recognizes that citizen advisory committees provide a method for the participation of the general public in matters of educational planning and school operation.

Citizen advisory committees shall be appointed by the School Board and/or Superintendent of Schools for specific purposes and shall be representative of the entire School District.

Members of minority communities and students shall be actively recruited and encouraged to participate on citizen advisory committees to ensure the needs of all community members are being met.

The charge to citizen advisory committee members shall include the scope, time limit and responsibilities of their particular committee assignment. The Superintendent shall assign District personnel as resource persons to citizen advisory committees. The Board President shall appoint two Board members to all citizen advisory committees.

Citizen advisory committees shall be limited to making recommendations and suggestions for Board or administration consideration. No citizen committee shall be empowered to make decisions that are the legal responsibility of the Board or administration.

Public notice shall be given of citizen advisory committee meetings as required by state law and Board policy.

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: July 10, 2001  
February 24, 2015  
March 27, 2018

## APPENDIX C

### Reuther Auditorium Naming Committee Members and Attendance

Member Name	August 22, 2018	August 29, 2018
1. John Anderson		X
2. Dolores Arnett	X	X
3. Peter Barca		X
Kent Maxwell (intern for Peter Barca)	X	X
4. John Frost, Jr.		
5. Peggy Gallo		
6. Tony Garcia		X
7. Jeff Mitka	X	X
8. Lou Rugani	X	
9. Rebecca Stevens	X	X
10. Michael Thompson	X	X
11. Kevin Velvikus	X	X
12. Robert Wells		
13. John Whyte	X	X

**REUTHER AUDITORIUM NAMING COMMITTEE  
MEETING NOTES  
AUGUST 22, 2018**

**Present:** Julie Housaman, Scott Plank, Dolores Arnett, Maxwell Kent (intern for Peter Barca), Jeff Mitka, Lou Rugani, Rebecca Stevens, Michael Thompson, Kevin Velvikis, John Whyte

**Absent:** John Anderson, John Frost Jr., Peggy Gallo, Tony Garcia, Robert Wells

**Recorder:** Scott Plank

Julie Housaman welcomed committee members, and introductions were made.

Housaman reviewed Policy 7400. Jeff Mitka sought clarification as to whether the auditorium is considered a space or a building. Housaman responded that the auditorium is considered a space.

Housaman further explained that the committee's purpose is to provide the board with a recommendation for a name and the rationale for that selection. The board may vote to accept that name, or they may decline to accept the committee's nomination. Housaman shared the form to collect rationale information for a recommended name and asked that this information be submitted to Georgia Nisich at [gnisich@kUSD.edu](mailto:gnisich@kUSD.edu) by Monday, July 27, 2018.

Additional questions and suggestions that were not related to agenda were added to the parking lot. These items include:

- Kevin Velvikis inquired about the location of the physical sign.
- John Whyte inquired about planning an event to celebrate the naming of the auditorium and seeking former educators and students to perform at the event.
- Rebecca Stevens recognized Michael Thompson for bringing forward a recommendation to name the Reuther Auditorium after Ralph Houghton.
- John Whyte requested that the committee obtain information regarding the year of hire, titles, and positions in the district for Ralph Houghton.
- Rebecca Stevens commented that it would be important to include how the music program grew under Houghton.

Stevens asked that each committee member share his/her connection to Houghton. Committee members proceeded to share their personal and/or professional connections to him.

Respectfully submitted,

Scott Plank

**Parking Lot**

**August 22, 2019**

- **Plan an event to recognize the new auditorium name**
  - **Form a band comprised of former Kenosha graduates and faculty from the era of the individual honored**
  - **The band would perform on the auditorium stage at the event**
- **Where will the selected name be displayed?**
  - **Type of signage?**
  - **Funding source?**



**REUTHER AUDITORIUM NAMING COMMITTEE  
MEETING NOTES  
AUGUST 29, 2018**

**Present:** Julie Housaman, Scott Plank, John Anderson, Dolores Arnett, Peter Barca, Tony Garcia, Maxwell Kent (intern for Peter Barca), Jeff Mitka, Rebecca Stevens, Michael Thompson, Kevin Velvikis, John Whyte

**Absent:** John Frost Jr., Peggy Gallo, Lou Rugani, Robert Wells

**Recorder:** Scott Plank

Julie Housaman welcomed committee members.

Housaman reviewed the meeting agenda and reminded committee members that the focus of the committee's work was to provide the board with a recommendation for a name for the space currently known as Reuther Auditorium. Additionally, it was shared that the two parking lot items regarding a physical sign and a celebration were not included in the scope of this committee's work.

Policy 7400 was briefly reviewed and committee members reviewed the information shared to support the recommendation of Ralph J. Houghton as the name for the space now referenced as Reuther Auditorium. Additionally, the committee discussed options other than auditorium to reference the space as a hall or a center.

The committee members unanimously supported the recommendation to name the space the Ralph J. Houghton Performance Center.

Respectfully submitted,

Scott Plank

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## American Education Week 2018

November 12-16

### Great Public Schools: A Basic Right and Our Responsibility

*WHEREAS*, American Education Week is designated to celebrate and honor the individuals who are dedicated to ensuring every child receives a quality education; and

*WHEREAS*, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

*WHEREAS*, by equipping Kenosha's youth with both practical skills and broader intellectual abilities, we give them hope for, and access to, a productive future; and

*WHEREAS*, all Kenosha Unified staff work tirelessly to serve our children and community with care and professionalism; and

*WHEREAS*, schools encourage the bringing together of children, families, educators, volunteers, business leaders and elected officials in a common enterprise that offers exceptional opportunities in academics, athletics, fine arts and extracurricular activities to provide students with the skills needed to grow and succeed in a global society.

*NOW, THEREFORE*, be it resolved that Kenosha Unified School District does hereby proclaim November 12-16, 2018, as the annual observance of American Education Week.

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

\_\_\_\_\_  
*President, Board of Education*

\_\_\_\_\_  
*Superintendent of Schools*

\_\_\_\_\_  
*Secretary, Board of Education*

*Members of the Board:*

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Kenosha Unified School District  
Kenosha, Wisconsin

October 23, 2018

**Policy 3420 - Purchasing**

The Kenosha Unified School District receives approximately \$24 million dollars in Federal grant reimbursements annually. As the recipient of significant Federal funds, we are required to follow the current Federal Uniform Grant Guidance (OMB CFR Section 200) which became effective during the 2016 fiscal year. The guidance includes changes to procurement (purchasing) requirements.

In a memorandum from the Deputy Controller of the Office of Federal Financial Management dated June 20, 2018, it states that recent statutory changes set forth in the National Defense Authorization Acts (NDAA) for Fiscal Years 2017 and 2018 raised the threshold for micro-purchases under Federal financial assistance awards to \$10,000 and raised the threshold for simplified acquisitions to \$250,000 for all recipients.

Non-Federal entities, such as the Kenosha Unified School District, may implement these changes in our internal controls, which include School Board Policies. Thresholds in our policies are required to be at least the minimum Federal thresholds, but they may be more stringent.

The recommended purchase thresholds contained in the revised draft reflect the needs of the district while maintaining Federal compliance.

The required Federal standards will be effective for the District's 2018-19 fiscal year and will require revisions to School Board Policy and Rule 3420 – Purchasing in order to reflect the new requirements and to ensure compliance.

With the proposed changes to purchasing thresholds, the Administration is also recommending a change to the purchasing and signing authority threshold from \$25,000 to \$50,000. This would include the contract amount that requires pre-approval by the Board of Education.

**Administrative Recommendation**

Administration recommends that the School Board approve the revised Policy and Rule 3420 "Purchasing" as presented this evening as a first reading on October 23, 2018 with a second reading on November 27, 2018.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

Robert Hofer  
Purchasing Agent

Lisa M. Salo, CPA  
Accounting Manager

POLICY 3420  
PURCHASING

Purchasing in the School District shall be in accordance with federal laws, state laws, accepted purchasing practices, ethical business practices, the District's purchasing guidelines, and be aligned with the District strategic plan.

Purchases of supplies and equipment shall be made through the established requisition procedure. Approved purchase orders shall be required prior to all purchases.

Any public officer or public employee is prohibited from having any private interest in a public contract except as permitted by state law.

LEGAL REF.: Wisconsin Statutes

Sections	19.59	[Codes of ethics for local government officials, employees, and candidates]
	66.0131	[Local governmental purchasing]
	66.0607	[Withdrawal or disbursement from local treasury]
	66.0901	[Public works contracts, bids]
	120.13(5)	[School board powers (books, material, and equipment)]
	175.10	[Sale to employees prohibited]
	946.10	[Bribery of public officers and employees]
	946.13	[Private interest in public contract prohibited]
Code of Federal Regulations (CFR)		
Section	200	[Uniform Grant Guidance]

CROSS REF.: 3121 Financial Accounting  
3321 Student Activity Funds  
3422 Exclusivity Agreements with Vendors  
3430 Payment for Supplies, Equipment and Services  
3522 Milk Program  
3651 ~~Hazardous Chemicals~~  
3711 Improvement or Maintenance Projects  
3750 Playground Equipment  
3800 Asset Management  
4224 Employee Code of Ethics  
7330 Construction Contracts, Bidding and Awards, and Change Orders  
8651 School Board Member Conflicts of Interest  
*District Requisition and Purchasing Procedure Manual*

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: March 26, 1991

REVISED: August 13, 1996  
January 12, 1999  
October 26, 1999  
October 28, 2003  
December 18, 2007  
December 20, 2011

August 26, 2013  
September 27, 2016  
**November 27, 2018**

RULE 3420  
PURCHASING

A. Definitions

1. Procurement: the act of purchasing, renting, leasing or otherwise acquiring any supplies, services, equipment or construction. The process includes preparation and processing of a demand as well as the end receipt and approval of payment.
2. Purchase Requisition: the initial purchase request that an employee enters into the District financial accounting software. Once the requisition has made it through the approval process it is printed out or emailed as a purchase order and the order is processed.
3. Quote: the cost for a good or service that an authorized seller or provider offers in good faith. This is a written agreement to sell the product at the stated amount. Generally, this is considered an informal bid.
4. Bid: a formal written offer or response to provide a good or service for a particular price based on specifications in a request for proposal.
5. Contract: a voluntary arrangement between two or more parties that is enforceable by law as a binding legal agreement.
6. Purchase Order: a document issued by the District that authorizes a purchase transaction. The purchase order sets forth the descriptions, quantities, prices, discounts, date and other terms and conditions.
7. Confirming Order: when an order for goods, services, equipment, or construction is placed and an invoice is received before a purchase requisition is processed and the purchase order is created.

B. General

1. The Purchasing Agent will be responsible for the procurement of all District supplies and equipment.
2. In making a selection for purchase, the Purchasing Agent shall attempt to achieve maximum price advantage within quality specifications.
3. Bid specifications and requests for proposals shall be developed for larger dollar volume purchases and will be coordinated between the user and the Purchasing Agent.
4. Continuing efforts shall be made to affect savings in purchasing and maintenance through the standardization of specifications for similar items used throughout the District. Proprietary specifications or source procurement for items that will allow such standardization for security or confidentiality requires the approval of the Purchasing Agent.
5. Impartial and open consideration shall be given to bids and quotes received from vendors. There will be prompt follow-up on questions concerning vendor orders and vendor services. The Purchasing Agent shall maintain an approved vendor list.
6. Authorized employees are encouraged to purchase high quality items and to make purchases of items having a value of less than \$30 out of petty cash, or with department purchasing cards.
7. All ongoing purchases of supplies, materials, maintenance, and repairs should be reviewed annually to obtain and ensure maximum price advantage within quality specifications.
8. The Purchasing Agent shall furnish a current *Requisition and Purchasing Procedure Manual* to all principals and departmental administrators.
9. Verification will be performed on all new vendors so that they are confirmed to have not been debarred or suspended per the Federal Government System for Award Management (SAM).



RULE 3420  
PURCHASING  
Page 2

C. Purchasing Methods

One of the following purchasing methods should be completed before a purchase requisition is entered into accounting information system:

1. Purchases < ~~\$3,000~~**\$5,000** (Micro-purchase): A micro-purchase is where the purchase for supplies or services aggregate dollar amount does not exceed ~~\$3,000~~**\$5,000**. There is no need to solicit competitive quotes if management determines that the price is reasonable. However, when practical, the District should distribute micro-purchases equitably among qualified suppliers.
2. Purchases ~~\$3,000~~**\$5,000** to ~~\$10,000~~**\$25,000** (Small purchase): A small purchase is where the purchase requisition for supplies or services aggregate dollar amount is between ~~\$3,000~~**\$5,000** and ~~\$10,000~~**\$25,000**. A minimum of 2 QUOTES shall be obtained and documented for these purchases. If for whatever reason two quotes are not possible, documentation must be provided on why only one quote was obtained and approved by the Purchasing Agent.
3. Purchases over ~~\$10,000~~**\$25,000** should complete one of the following methods:
  - a. Sealed bids: Sealed bids shall be used for purchases over ~~\$10,000~~**\$25,000**. Under this purchase method, formal solicitation is required. An individual, independent of the bid approval process, shall be responsible for sending out bid requests to vendors, maintaining a record of the bids, documenting the receipt of the quotation and sending letters to all vendors informing them of the bid results. The bid shall be awarded to the responsible bidder based on the evaluation on the basis of District specifications and the lowest in price. In the event of identical bids, and all other conditions being equal, a local manufacturer or business merchant shall be given preference in purchases and contracts.
  - b. Competitive proposals: Competitive proposals shall be used for purchases over ~~\$10,000~~**\$25,000** and when sealed bids are not appropriate or feasible. Under this purchase method, formal solicitation and fixed-price or cost-reimbursement contracts are required. The contract shall be awarded to the responsible firm whose proposal is most advantageous to the program, with the price being one of the various factors.
  - c. Noncompetitive proposals: Noncompetitive proposals are also known as sole-source procurements. If it is not possible to obtain competitive proposals, approval of the Purchasing Agent is required. Documentation of the competitive proposal attempt(s), documentation on why a noncompetitive proposal should be used and the final approval is required to be maintained.

RULE 3420  
PURCHASING  
Page 3

A proposal from only one source can be used under the following conditions:

- The item is only available from one source; however, this cannot be based on “name brand.”
- Public emergency makes a sealed or competitive bid process unrealistic.
- A grant pass through entity expressly authorizes in response to a written request by a grant sub-recipient. This is the case with contracts with the CESA’s and CCDEB’s in the state of Wisconsin.
- After solicitation of a number of sources, competition is determined to be inadequate.

D. Purchasing and Signing Authority

The levels of authority for purchase approval are as follows:

Purchases less than ~~\$25,000~~ **\$50,000**:

1. The Purchasing Agent shall be authorized to approve purchases less than ~~\$25,000~~ **\$50,000** for equipment or services.
2. The Purchasing Agent shall be authorized to approve contracts and renewals less than ~~\$25,000~~ **\$50,000**.

Purchases greater than ~~\$25,000~~ **\$50,000**:

1. All contracts and renewals of contracts in an aggregate of ~~\$25,000~~ **\$50,000** or more 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. If a bid has been approved by the Board, the Superintendent or Designee can implement and approve the contract without further board action.
2. Purchases of ~~\$25,000~~ **\$50,000** and over for equipment or services, shall require the approval of the Budget Manager, and the Superintendent’s Delegate over the school/department making the purchase. ~~Contracts for purchases of equipment or services must be signed by both the Budget Manager and the Superintendent’s Delegate over the school/department making the purchase.~~

No threshold:

1. The Purchasing Agent shall be authorized to approve the purchase of supplies and to contract for equipment maintenance agreements in accordance with sound purchasing procedures. The Purchasing Agent is authorized to sign on behalf of the District, agreements or contracts for equipment maintenance.

RULE 3420  
PURCHASING  
Page 4

E. Purchase Requisitions

1. Once the procurement requirements above have been completed and proper approvals have been obtained, a purchase requisition is entered in the accounting information system.
2. The *Requisition and Purchasing Procedure Manual* includes procedures for preparing, processing, and routing of requisitions; criteria for supply and equipment items; a sample listing of requisition forms in use; and year-end requisitioning procedures.
3. Requisitions shall be reviewed by Finance and Purchasing personnel for authorization, funding, and coding prior to processing the requisition and creating a purchase order by the Purchasing Agent.
4. Confirming orders require advance, written approval from the Purchasing Agent before committing the District to a purchase of supplies or equipment. Failure to follow proper procedures may result in disciplinary action, personal liability or return of the merchandise. Confirming orders are not encouraged and will not be standard practice.

F. Purchase Orders

1. Once the purchase requisition workflow has been completed, The Purchasing Department will send out the purchase order and send out the purchase order to the vendor for fulfillment of the purchase.
2. The authority for issuing purchase orders is delegated to the Purchasing Agent by the Superintendent.
3. Only approved District purchase order forms shall be used. The *Requisition and Purchasing Procedure Manual* shall include instruction for use of requisition/purchase order forms, distribution of purchase order copies, and a sample of the purchase order form in use.

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Kenosha Unified School District  
Kenosha, Wisconsin

October 23, 2018

**Change in the Fiscal Year 2017-18 Adopted Budget**

The Board of Education adopted the 2017-2018 budget on October 24, 2017, as prescribed by Wisconsin State Statute 65.90. From time to time there is a need to modify or amend the adopted budget for a variety of reasons. State Statutes require that official modifications to the adopted budget be approved by two-thirds majority of the Board of Education and that there be a publication of a Class 1 notice within 10 days of approval. This document identifies budget modifications to the 2017-2018 budget delineated by fund and project.

Fund Description	Project	Expense	Revenue
<b>10-General</b>	0-Local Funding	46,295.70	99,196.30
	140-Neglected/Delinquent	1,144.63	1,144.63
	141-Title 1	1,265,712.16	1,265,712.16
	145-Title I Supplemental	84,000.00	84,000.00
	391-Title 3	60,447.00	60,447.00
	623-C.L.C	7,414.00	7,414.00
	750-Donations	180,823.96	180,523.96
	751-New School Grant	95,689.60	61,089.00
	999-Summer School	23,377.00	5,377.00
	722-Tech Buy Back	7,972.25	7,972.25
	381-Title IV-A (SSAE)	67,650.00	67,650.00
	604-Title IIA	198,831.08	198,831.08
<b>10-General Total</b>		<b>2,039,357.38</b>	<b>2,039,357.38</b>
<b>20-Special Projects</b>	0-Local Funding	272,963.73	163,117.61
	19-Non-Aided Costs	550.00	
	341-IDEA Flow Thru	926,750.48	926,750.48
	347-IDEA Pre-School	1,640.38	1,640.38
<b>20-Special Projects Total</b>		<b>1,201,904.59</b>	<b>1,091,508.47</b>
<b>50-Food Service</b>	0-Local Funding	-60,000.00	
	376-Fruits & Veggies	967.00	967.00
	586-Summer FS Program	60,000.00	
<b>50-Food Service Total</b>		<b>967.00</b>	<b>967.00</b>
<b>80-Community Services</b>	0-Local Funding	57,437.14	57,437.14
<b>80-Community Services Total</b>		<b>57,437.14</b>	<b>57,437.14</b>

The majority of these changes are the result of carryover notifications determined to be available for various grants after the budget was formally adopted. Other grant awards (e.g. Education Foundation, mini-grants) were also received after the adoption of the budget. These grant awards conform to existing board policy and have been previously shared with the Board of Education through the approval of the grant.

Since State Statutes authorize the budget to be adopted by function; administration also requests approval of additional budget modifications that did not add or subtract dollars to the overall budget, but may have changed the function or purpose of the funding.

These budget modifications include:

- Transferred budgets and expenditures from one salary account to another salary account resulting from a review of position control. Reclassifying the salary and benefit dollars from one account to another does not change the overall amount of the budget.
- Transferred operational line item budget dollars from one budget account to another as a result of ongoing review and monitoring of budgets. Reclassifying budget dollars from one account to another account does not change the overall amount of the budget.
- Transferred grant budgets to the appropriate function or object based on formal DPI grant modifications. Since the budget was formally adopted, some grant managers have requested that expenditure budget dollars be reassigned to the function or object where the dollars were expended. The grant budgets have been revised and the resulting modifications may have changed the function or object of the expenditures, but they did not change the total amount of the grant.

Attachment A is a copy of the Notice of Change in Adopted Budget in the proper State approved format that will need to be published in the Kenosha News after the Board has approved these budget modifications.

#### **Administrative Recommendation**

Administration requests that the School Board approve this report and that the attached Class 1 notice be published within 10 days of the official Board adoption.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

**NOTICE OF CHANGE IN ADOPTED 2017-2018 BUDGET  
KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**

Notice is hereby given, in accordance with the provisions of Wisconsin Statute 65.90(5)(a), that the School Board of Kenosha Unified School District No.1, on October 23, 2018 adopted the following changes to previously approved budgeted 2017-2018 amounts.

LINE ITEM	ACCOUNT CODE	PREVIOUS APPROVED AMOUNT \$	AMENDED APPROVED AMOUNT \$	CHANGE \$
<b>Fund 10 - General</b>				
<b>Anticipated Revenue:</b>	<b>Source</b>			
Operating Transfer	100	229,946	250,996	21,050
Local Sources	200	75,594,637	75,955,584	360,947
Other School Districts within Wisconsin	300 & 400	610,000	610,000	0
Intermediate Sources	500	22,500	22,500	0
State Sources	600	164,352,433	164,430,579	78,146
Federal Sources	700	10,140,999	11,826,198	1,685,199
Other Financing Sources	800 & 900	491,975	385,990	(105,985)
<b>Total Anticipated Revenue</b>		<b>251,442,491</b>	<b>253,481,848</b>	<b>2,039,357</b>
<b>Expenditure Appropriations:</b>	<b>Function</b>			
Instruction	100000	128,408,461	129,303,885	895,424
Support Services	200000	86,077,144	87,220,528	1,143,384
Non-Program Transactions	400000	36,956,886	36,957,436	550
<b>Total Expenditure Appropriations</b>		<b>251,442,491</b>	<b>253,481,848</b>	<b>2,039,357</b>
<b>Beginning Fund Balance</b>	930000	49,045,390	49,045,390	0
<b>Anticipated Ending Fund Balance</b>	930000	49,045,390	49,045,390	0
<b>Fund 20 - Special Projects</b>				
Beginning Fund Balance		157,679	157,679	0
Anticipated Ending Fund Balance		157,679	47,283	(110,396)
Total Revenues & Other Financing Sources	Total	54,375,454	55,466,962	1,091,508
Expenditures & Other Financing Use	Total	54,375,454	55,577,359	1,201,905
<b>Fund 30 - Debt Service</b>				
Beginning Fund Balance		4,644,244	4,644,244	0
Anticipated Ending Fund Balance		4,069,017	4,069,017	0
Total Revenues & Other Financing Sources	Total	17,014,607	17,014,607	0
Expenditures & Other Financing Use	Total	17,589,834	17,589,834	0
<b>Fund 40 - Capital Projects</b>				
Beginning Fund Balance		67,782,523	67,782,523	0
Anticipated Ending Fund Balance		45,696,802	45,696,802	0
Total Revenues & Other Financing Sources	Total	401,000	401,000	0
Expenditures & Other Financing Use	Total	22,486,721	22,486,721	0
<b>Fund 50 - Food Service</b>				
Beginning Fund Balance		3,169,813	3,169,813	0
Anticipated Ending Fund Balance		3,169,813	3,169,813	0
Total Revenues & Other Financing Sources	Total	8,775,580	8,776,547	967
Expenditures & Other Financing Use	Total	8,775,580	8,776,547	967
<b>Fund 80 - Community Service</b>				
Beginning Fund Balance		3,011,591	3,011,591	0
Anticipated Ending Fund Balance		2,822,777	2,822,777	0
Total Revenues & Other Financing Sources	Total	1,530,000	1,587,437	57,437
Expenditures & Other Financing Use	Total	1,718,814	1,776,251	57,437

Subtotals contain calculated fields and formulas which may result in rounded values

Dated this 23rd day of October 2018  
Todd Battle, School Board Clerk

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Kenosha Unified School District  
Kenosha, Wisconsin

October 23, 2018

**2017-2018 Budget Carryovers to the 2018-2019 Budget**

Historically, Kenosha Unified School District (KUSD) has prohibited the automatic carryover of unutilized budget authority from one fiscal year to the next. At the August 9, 2000, meeting of the School Board, it was unanimously approved to discontinue the practice of automatic site carryovers. Carryover authority is now only approved on an exception basis.

Purchases that were authorized, but not fully executed, by the close of the respective fiscal year may lead to a request to carry budget dollars over to the next year to cover those expenses.

In addition, there are several exceptional items that are potentially carried over from year to year. The administration is requesting to carryover the following amounts identified in Attachment A to the 2018-2019 fiscal year budget:

Site Requested Carryover	\$86,809
Donation and Mini-Grant Carryover	\$188,540
	<hr/>
	<b>\$275,349</b>
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Site Requested Carryovers

Lance Middle School has requested to carryover \$46,031 of unspent budget authority from 2017-18 in order to help fund a new sound and video system for their auditorium. The principal has shared that the current system lacks video support and the audio components are outdated, piecemealed together, and unreliable. Due to other projects occurring at Lance that involved renovations in the auditorium and scaffolding, the timing of this project was delayed so that they could take place concurrently. The total cost of the new sound and video system is approximately \$53,000 and Lance will use additional funds from their 2018-19 budget to make up the difference.

Mahone Middle School has also requested to carryover \$7,233 of unspent budget authority from 2017-18 in order to fund updates to their sound system. The school had planned for the updates to occur within the 2017-18 school year; however, their project was delayed when the vendor informed them that they would not be able to perform the installation until they completed projects at Lance and Bullen Middle School.

The site carryover of \$7,562 from the Human Resources Department represents residual funds associated with the 25-year club and recognition dinner programs. These programs involve donations and ticket sales; therefore carryover authority on residual balances is recommended.

The recommendation for carryover of \$25,982 from the Information Services Department is due to balances associated with the previously approved wireless upgrade project (\$21,009) and balances in the technology buy-back program (\$4,973). Both of these balances include revenue sources from outside of the District; therefore carryover authority is recommended.

### Donations and Mini-Grants

During the 2017-2018 school year, several schools/departments received cash donations or mini-grants from outside organizations, most notably from the Education Foundation of Kenosha (EFK). Some of the 2017-2018 donated funds were not completely spent by the end of the school year; therefore the schools have requested that these funds be carried over to the next year so that they can be used to complete the programs intended by the donors.

The Department of Community & Parent Relations also manages the Mary Frost Ashley grant. These funds are received upfront at the beginning of each school year. From the 2017-2018 fiscal year, the department is requesting to carryover the unspent balance of \$5,603 which is primarily made up of unspent Mary Frost Ashley grant funds. These funds are recommended for carryover so that they can be used for their intended purpose.

### Charter Schools

The charter schools are allowed carryover of any unspent general fund dollars, as stipulated in their individual contracts with the district. This is necessitated due to the unique funding of the schools, the responsibility they have for their entire budget, and their responsibility for future major maintenance issues or technology replacement not funded by the district. Starting the fiscal year 2012-2013, charter school carryovers were accounted for as assigned portions of the general fund balance rather than be added as additional amounts in expense budgets as in the past. This method provides for a more accurate year to year budgeting while preserving the charter school's access to their surplus funds. The schedule in Attachment B shows the total balance in the charter school fund balance reserve accounts as \$2,600,105 as of June 30, 2018.

### **Administrative Recommendation**

Administration requests that the School Board approve this report so that these carryover funds can be incorporated into the adopted 2018-2019 budget.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

**Kenosha Unified School District**  
**Carryover Requested from the 2017-2018 to 2018-2019 Budget**

Attachment A

Loc #	Location	Site Requested Carryover	Site Donation and Mini-Grant Carryover	Total of Carryover
145	Forest Park	\$ -	\$ 1,038	\$ 1,038
146	Frank	\$ -	\$ 23,249	\$ 23,249
147	Grant	\$ -	\$ 2,087	\$ 2,087
150	Harvey	\$ -	\$ 578	\$ 578
153	Jefferson	\$ -	\$ 4,089	\$ 4,089
155	McKinley	\$ -	\$ 6,429	\$ 6,429
156	Pleasant Prairie	\$ -	\$ 727	\$ 727
157	Prairie Lane	\$ -	\$ 257	\$ 257
158	Roosevelt	\$ -	\$ 3,636	\$ 3,636
160	Somers	\$ -	\$ 4,005	\$ 4,005
161	Southport	\$ -	\$ -	\$ -
162	Strange	\$ -	\$ 2,336	\$ 2,336
163	Grewenow	\$ -	\$ 20	\$ 20
164	Vernon	\$ -	\$ 258	\$ 258
165	Brass	\$ -	\$ 344	\$ 344
166	Whittier	\$ -	\$ 5,662	\$ 5,662
167	Wilson	\$ -	\$ 5,915	\$ 5,915
168	Bose	\$ -	\$ 3,414	\$ 3,414
169	Stocker	\$ -	\$ 7,070	\$ 7,070
170	Jeffery	\$ -	\$ 3,598	\$ 3,598
173	EBSOLA-Creative Arts	\$ -	\$ 2,345	\$ 2,345
175	EBSOLA-Dual Launguage	\$ -	\$ 2,018	\$ 2,018
178	Nash	\$ -	\$ -	\$ -
<b>Elementary Subtotal</b>		<b>\$ -</b>	<b>\$ 79,077</b>	<b>\$ 79,077</b>
330	Lance	\$ 46,031	\$ 423	\$ 46,454
331	Lincoln MS	\$ -	\$ 7,677	\$ 7,677
333	Washington	\$ -	\$ 1,492	\$ 1,492
334	Bullen	\$ -	\$ 5,911	\$ 5,911
337	Mahone	\$ 7,233	\$ 12,521	\$ 19,754
<b>Middle School Subtotal</b>		<b>\$ 53,264</b>	<b>\$ 28,024</b>	<b>\$ 81,288</b>
424	Indian Trail	\$ -	\$ 7,126	\$ 7,126
425	Bradford	\$ -	\$ 906	\$ 906
426	Tremper	\$ -	\$ 4,323	\$ 4,323
427	Reuther	\$ -	\$ 824	\$ 824
428	Lakeview	\$ -	\$ 120	\$ 120
<b>High School Subtotal</b>		<b>\$ -</b>	<b>\$ 13,300</b>	<b>\$ 13,300</b>
102	Brompton	\$ -	\$ -	\$ -
112	Dimensions of Learning	\$ -	\$ 100	\$ 100
113	KTEC	\$ -	\$ 1,240	\$ 1,240
272	4K Program	\$ -	\$ -	\$ -
421	E-School	\$ -	\$ 26	\$ 26
422	Harborside	\$ -	\$ 253	\$ 253
852	Hillcrest	\$ -	\$ 2,524	\$ 2,524
871	Headstart	\$ -	\$ 889	\$ 889
<b>Other Schools Subtotal</b>		<b>\$ -</b>	<b>\$ 5,032</b>	<b>\$ 5,032</b>
<b>Total Schools</b>		<b>\$ 53,264</b>	<b>\$ 125,432</b>	<b>\$ 178,696</b>

Loc #	Location	Site Requested Carryover	Site Donation and Mini-Grant Carryover	Total of Carryover
801	Board of Education	\$ -	\$ -	\$ -
802	Superintendent	\$ -	\$ 2,038	\$ 2,038
803	Special Projects	\$ -	\$ -	\$ -
804	Human Resources	\$ 7,562	\$ 882	\$ 8,445
805	Information Services	\$ 25,982	\$ -	\$ 25,982
806	Exec. Director of Business	\$ -	\$ -	\$ -
807	Facilities Department	\$ -	\$ -	\$ -
808	Finance Department	\$ -	\$ -	\$ -
809	School To Career	\$ -	\$ 36,894	\$ 36,894
810	Athletics/PE/Health	\$ -	\$ (1,615)	\$ (1,615)
811	Dept. of Instruction	\$ -	\$ 2,506	\$ 2,506
812	Fine Arts	\$ -	\$ -	\$ -
815	Special Ed Instruction	\$ -	\$ 3,718	\$ 3,718
816	Title 1/P-5/Bilingual	\$ -	\$ -	\$ -
817	Instructional Media Center	\$ -	\$ 1,195	\$ 1,195
818	Student Services	\$ -	\$ 627	\$ 627
819	Staff Development	\$ -	\$ -	\$ -
820	Purchasing	\$ -	\$ -	\$ -
822	Transportation & Safety	\$ -	\$ -	\$ -
823	Distribution and Utilities	\$ -	\$ -	\$ -
824	Food Service	\$ -	\$ -	\$ -
825	Copy Center	\$ -	\$ -	\$ -
837	Community & Parent Relations	\$ -	\$ 7,197	\$ 7,197
838	Public Information	\$ -	\$ -	\$ -
839	School Leadership Middle & High	\$ -	\$ 4,666	\$ 4,666
840	Student Engagement Office	\$ -	\$ -	\$ -
841	School Leadship Elementary	\$ -	\$ -	\$ -
851	Educational Accountability	\$ -	\$ 5,000	\$ 5,000
874	Education Support Center	\$ -	\$ -	\$ -
880	Recreation	\$ -	\$ -	\$ -
999	Summer School	\$ -	\$ -	\$ -
<b>Total Departments</b>		<b>\$ 33,545</b>	<b>\$ 63,108</b>	<b>\$ 96,652</b>
<b>Grand Total</b>		<b>\$ 86,809</b>	<b>\$ 188,540</b>	<b>\$ 275,349</b>

Charter Fund Balance Reserves to 2018-2019					
	102-Brompton	112-Dimensions	113-KTEC	422-Harborside	Totals
<b>2018 Beginning Balance</b>	<b>\$ 398,032</b>	<b>\$ 64,042</b>	<b>\$ 587,978</b>	<b>\$ 907,990</b>	<b>\$ 1,958,043</b>
2018 F10 Revenue/Budget*	1,788,720	1,829,852	10,006,645	5,009,633	18,634,850
2018 F10 Expense*	1,651,730	1,837,335	9,546,142	4,960,433	17,995,640
2018 F10 Net Rev(Exp)	136,990	(7,483)	460,503	49,200	639,210
2018 After School Program Revenue**	27,485	27,043	23,964	-	78,493
2018 After School Program Expense**	24,497	27,043	24,099	-	75,640
2018 After School Program Net Rev(Exp)	2,989	-	(136)	-	2,853
<b>2018 Ending Balance</b>	<b>\$ 538,011</b>	<b>\$ 56,559</b>	<b>\$ 1,048,345</b>	<b>\$ 957,190</b>	<b>\$ 2,600,105</b>
2018 Ending Balance % of F10 Budget	30.08%	3.09%	10.48%	19.11%	13.95%

\* Includes Fund 10 Projects 000 (Local Budget), 999 (Summer School Budget), but not 714 (Sub Budget)

\*\* Includes Fund 10 Project 712 (After School Program)

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Kenosha Unified School District  
Kenosha, Wisconsin

October 23, 2018

**Formal Adoption of the 2018-2019 Budget**

The public hearing on the 2018-2019 budget and the annual meeting of district electors were held on September 13, 2018, in the auditorium of Indian Trail High School and Academy. At the annual meeting of district electors, our stakeholders voted to approve the tax levy at the maximum amount allowed by law. At the time of the annual meeting, it is important to note that key variables in the budgeting process were not finalized, therefore conservative estimates were included.

Since the public hearing and the annual meeting, the administration has updated the budget to reflect components such as staffing costs, student membership, equalized property valuations, certified state aid, and tax levies. In the official October general aid certification, our general state aid decreased by \$669,578 as compared to last year. However our total state aid that impacts tax levy increased due to the addition of a new state aid for personal property that added \$1,650,042 of tax levy relief to our stakeholders. The 2017-2019 state budget (2017 Act 59) exempted certain machinery, tools, and patterns from property tax assessments and also created this new aid program designed to reimburse municipalities for the lost tax revenue. KUSD currently qualifies for high poverty aid since our free/reduced lunch population exceeds 50%. Our population is currently at approximately 52% and declining, so we could potentially lose this additional aid in the very near future. The loss of high poverty aid could be recovered by increasing tax levy.

	2017-18 DPI Certified Aid	2018-19 DPI Certified Aid	\$ Change From Prior Year	% Change from Prior Year
<b>General State Aid (Equalization Aid)</b>	\$150,633,529	\$149,963,951	(\$669,578)	-0.44%
<b>High Poverty Aid</b>	\$1,771,760	\$1,771,760	\$0	0.00%
<b>State Aid for Exempt Computers</b>	\$380,221	\$389,423	\$9,202	2.42%
<b>State Aid for Personal Property</b>	\$0	\$1,650,042	\$1,650,042	New in 2018-19
<b>Total Aid in Revenue Limit Computation</b>	<b>\$152,785,510</b>	<b>\$153,775,176</b>	<b>\$989,666</b>	<b>0.65%</b>

## **General Fund (10)**

The 2018-2019 general fund (10) is being presented as a balanced budget in which expenditures are projected to equal revenues. We are in a positive position where we can absorb the carryover spending authority request of \$275,349 within this balanced budget. Also incorporated into this budget are several new budget assumptions recommended by administration totaling \$274,430. These assumptions include:

- Wireless Access Point Replacements (one-time cost of \$100,000)
  - Replace access points that have existed beyond their end of life duration and are unable to be upgraded or supported
- International Thespian Festival Support (recurring cost of \$30,000)
  - Provide consistent funding support for the sole purpose of supporting the district-wide theater program performance at the festival
- Theater Arts Funding for Indian Trail High School and Academy (recurring cost of \$15,000)
  - Provide additional support to make the funding level equal to that of Bradford Theater Arts which is currently at \$30,000
- Theater Arts Funding for Tremper High School (recurring cost of \$15,000)
  - Provide additional support to make the funding level equal to that of Bradford Theater Arts which is currently at \$30,000
- Equipment for Industry 4.0 Courses (one-time cost of 114,430)
  - Introduction to Mechatronics classroom set
  - Industrial Control Solutions classroom set

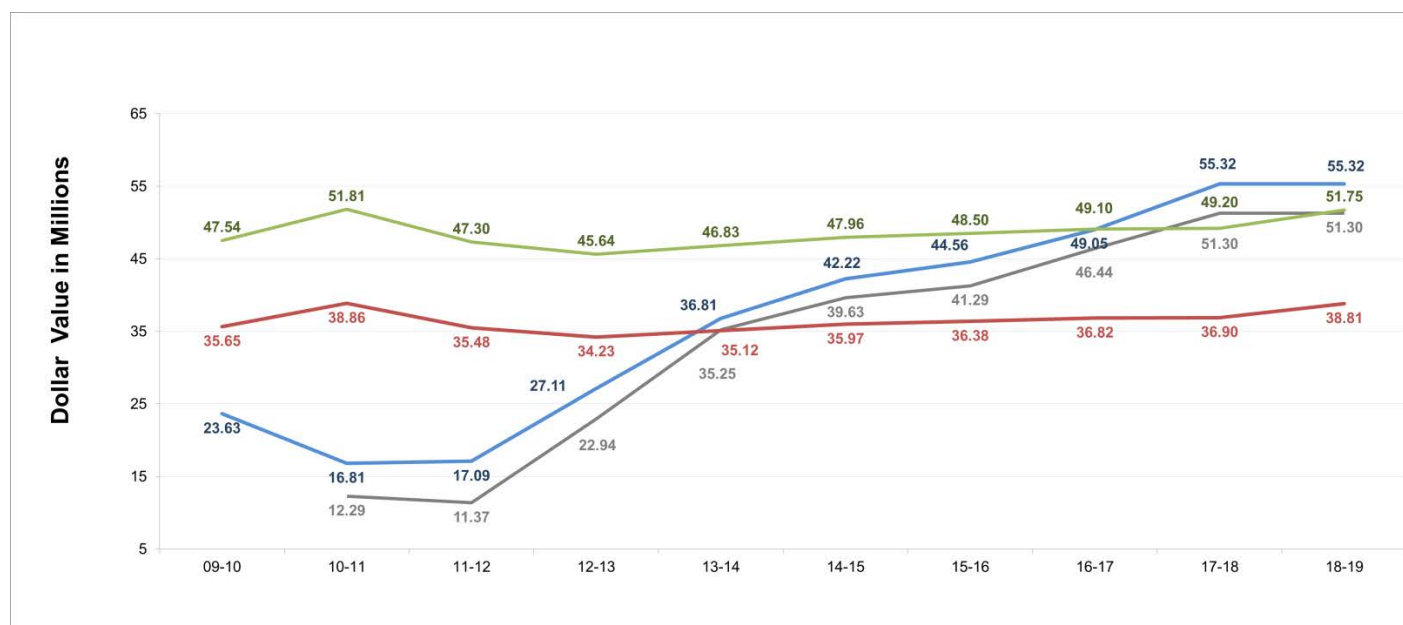
Final projections show approximately \$410K of available funds yet to be allocated. These funds are available for the Board of Education to allocate in the 2018-19 budget as they see fit.

## **Fund Balance**

Unassigned general fund balance reserves are currently greater than 10% of budgeted expenditures; therefore, the portion of school board policy 3323 that requires a one million dollar budgeted surplus (if the fund balance is below the 10% threshold) will not be applicable for 2018-19.



## General Fund Ending Fund Balance Projection as of 6/30/2019



**— Total Balance**  
**21.38% of Expenses**  
**\$55.32 MM**

**— Unassigned**  
**Policy Max 20% of**  
**Expenses \$51.75 MM**

**— Unassigned Balance**  
**19.83% of Expenses**  
**\$51.30 MM**

**— Unassigned**  
**Policy Min 15% of**  
**Expenses \$38.81 MM**

The total general fund (10) ending fund balance is projected to be \$55.32 MM at the end of 2018-2019 which represents 21.38% of the current year expenditures. Included in that number are components of the fund balance designated for specific purposes such as charter school reserves (\$2.6 MM), inventory and prepaid items (\$1.2 MM), and contractual obligations (\$192K). After adjusting for the designated balances, the fund is left with an unassigned projected balance of \$51.30 MM which represents 19.83% of the budgeted expenditures.

### Certification of the Tax Levy

The 2018-19 budget will include the following proposed tax levy of **\$88,384,590**:

Fund	FY 2017-18	FY 2018-19	\$ Change	% Change
General	\$73,540,969	\$72,697,706	-\$843,263	-1.15%
Debt Service	15,700,879	14,186,884	-1,513,995	-9.64%
Community Service	1,500,000	1,500,000	0	0.00%
<b>Total Tax Levy</b>	<b>\$90,741,848</b>	<b>\$88,384,590</b>	<b>-\$2,357,258</b>	<b>-2.60%</b>

The proposed tax levy for the general fund (10) is the maximum amount allowable within state law without going to referendum. The overall 2.6% decrease in total tax levy equates to \$2,357,258 less local property tax dollars needed for the Kenosha Unified School District as compared to the previous year. Most of this decrease can be directly attributed to the addition of the new state aid for personal property starting in 2018-2019. Since this new state aid amount falls with the revenue limit formula, it does not provide additional budget authority, but it does directly reduce the amount of tax levy needed.

The total mill rate per \$1,000 of equalized property valuation is \$9.40, an 8.13% decrease as compared to the prior year. This decrease is the result of changes in both tax levy and equalized property values in our district. Our equalized property value increased by 6.02% from last year which means the reduced tax levy is spread over a larger tax base which results in a significantly favorable change in the mill rate. Attachment A delineates this tax levy scenario in a historical view of the District's equalized property values, tax levies, and mill rates.

### **Recommendation**

It is requested that the Board of Education accept the following recommendations:

1. Formally adopt the District's 2018-2019 budget using the accompanying budget adoption motion (Attachment B).
2. Direct the administration to prepare a class one legal notice to be published publicly within ten days of the adoption (Attachment C).
3. Approve the property tax levy to be collected from the municipalities within the school district in the amount of \$72,697,706 for the general fund, \$14,186,884 for the debt service fund, and \$1,500,000 for the community service fund. The Board must approve levy amounts on or before November 1st each year, per Wis. Stats. 120.12 (3)(a).
4. Direct the district clerk to certify and deliver the Board approved tax levy to the clerk of each municipality on or before November 10, 2018.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

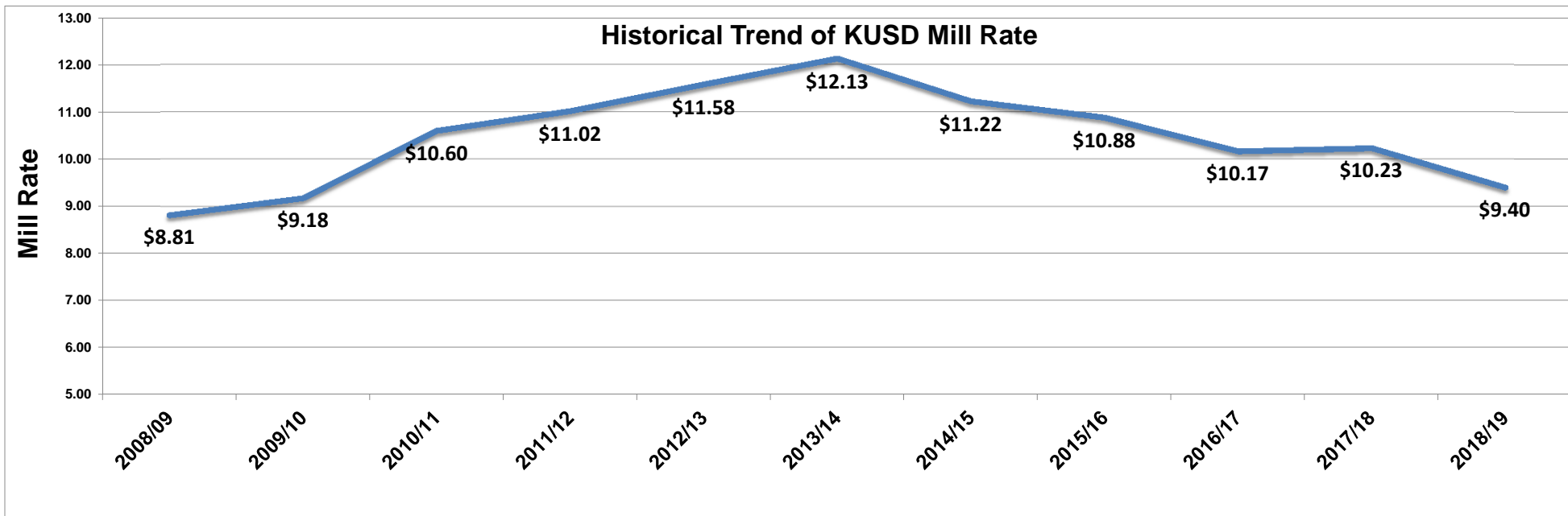
Tarik Hamdan  
Chief Financial Officer

## KENOSHA UNIFIED SCHOOL DISTRICT TAX LEVY COMPARISON

School Year	Equalized Valuation	% Change	Fund 10 Levy	Fund 10 Chargeback Levy	Mill Rate	Fund 30 Debt Service Levy	Mill Rate	Fund 80 Community Service Levy	Mill Rate	Total Levy	Total Mill Rate	% Tax Levy Change	% Mill rate Change
2008/09	9,628,413,923	1.35%	70,705,971	18,570	7.345	12,264,373	1.2738	1,881,240	0.1954	84,870,154	8.8146	5.41%	4.01%
2009/10	9,510,858,704	-1.22%	73,218,329	6,733	7.699	12,168,871	1.2795	1,881,240	0.1978	87,275,173	9.1764	2.83%	4.10%
2010/11	8,931,500,985	-6.09%	79,133,470	29,422	8.863	13,520,354	1.5138	1,981,240	0.2218	94,664,486	10.5989	8.47%	15.50%
2011/12	8,503,804,152	-4.79%	77,070,827	-	9.063	14,625,987	1.7199	1,981,240	0.2330	93,678,054	11.0160	-1.04%	3.94%
2012/13	7,982,932,601	-6.13%	74,684,161	64,333	9.364	15,626,547	1.9575	2,050,267	0.2568	92,425,308	11.5779	-1.34%	5.10%
2013/14	7,693,298,078	-3.63%	75,664,429		9.835	16,152,697	2.0996	1,500,000	0.1950	93,317,126	12.1297	0.96%	4.77%
2014/15	7,956,343,824	3.42%	72,788,341		9.148	15,019,453	1.8877	1,500,000	0.1885	89,307,794	11.2247	-4.30%	-7.46%
2015/16	8,212,853,321	3.22%	71,041,926		8.650	16,823,755	2.0485	1,500,000	0.1826	89,365,681	10.8812	0.06%	-3.06%
2016/17	8,580,130,959	4.47%	69,282,075		8.075	16,473,727	1.9200	1,500,000	0.1748	87,255,802	10.1695	-2.36%	-6.54%
<b>2017/18</b>	<b>8,868,543,467</b>	<b>3.36%</b>	<b>73,540,969</b>		<b>8.292</b>	<b>15,700,879</b>	<b>1.7704</b>	<b>1,500,000</b>	<b>0.1691</b>	<b>90,741,848</b>	<b>10.2319</b>	<b>4.00%</b>	<b>0.61%</b>
<b>2018/19</b>	<b>9,402,602,402</b>	<b>6.02%</b>	<b>72,697,706</b>		<b>7.732</b>	<b>14,186,884</b>	<b>1.5088</b>	<b>1,500,000</b>	<b>0.1595</b>	<b>88,384,590</b>	<b>9.4000</b>	<b>-2.60%</b>	<b>-8.13%</b>

Tax on \$100,000 Property		\$200,000 Property
17/18 Property Tax	\$ 1,023.19	\$ 2,046.38
18/19 Property Tax	\$ 940.00	\$ 1,880.00
Increase (Decrease)	\$ (83.19)	\$ (166.37)
% Increase (Decrease)	-8.13%	-8.13%

2018/19	
Equalized Valuation	\$9,402,602,402
% Change in Valuation	6.02%
Total Levy	\$88,384,590
Total Mill Rate	\$9.40
% Tax Levy Change	-2.60%
% Mill rate Change	-8.13%



Kenosha Unified School District  
Kenosha, Wisconsin

October 23, 2018

**2018-2019 Budget Adoption Motion**

\_\_\_\_\_ move that the 2018-2019 budget for the Kenosha Unified School District, as presented, for all funds to show expenditures, other revenues, and tax levies in summary be adopted as set forth below and the accompanying format required by the Wisconsin Department of Public Instruction (see Attachment C).

	<b>Tax Levy</b>	<b>Other Revenues</b>	<b>Total Revenue</b>	<b>Expenditures</b>	<b>Variance</b>
General Fund (10)	\$ 72,697,706	\$ 186,042,976	\$ 258,740,682	\$ 258,740,682	\$ -
Special Projects Fund (20)		56,511,402	56,511,402	56,581,789	(70,387)
Debt Service Fund (30)	14,186,884	1,195,232	15,382,116	15,622,413	(240,297)
Capital Projects Fund (40)		330,000	330,000	12,131,932	(11,801,932)
Food Service Fund (50)		8,774,371	8,774,371	8,774,371	-
Community Service Fund (80)	1,500,000	44,387	1,544,387	1,819,113	(274,726)
	<b>\$ 88,384,590</b>	<b>\$ 252,898,368</b>	<b>\$ 341,282,958</b>	<b>\$ 353,670,300</b>	<b>\$ (12,387,342)</b>

\_\_\_\_\_ second the motion.

# KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

## 2018-2019 BUDGET PUBLICATION

Attachment C

<b>GENERAL FUND (FUND 10)</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
Beginning Fund Balance	44,557,313	49,045,390	55,315,858
Ending Fund Balance	49,045,390	55,315,858	55,315,858
<b>REVENUES AND OTHER FINANCING SOURCES</b>			
Operating Transfer-In (Source 100)	110,461	131,865	137,395
Local Sources (Source 200)	71,535,948	76,434,882	75,360,968
Inter-district Payments (Source 300 & 400)	610,926	750,339	750,000
Intermediate Sources (Source 500)	15,000	0	27,000
State Sources (Source 600)	164,279,890	164,570,004	171,872,500
Federal Sources (Source 700)	10,808,138	9,564,033	10,262,819
All Other Sources (Source 800 & 900)	2,618,491	803,203	330,000
<b>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>249,978,854</b>	<b>252,254,326</b>	<b>258,740,682</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>			
Instruction (Function 100000)	124,321,356	126,811,291	129,613,648
Support Services (Function 200000)	85,801,885	83,775,319	90,014,719
Non-Program Transactions (Function 400000)	35,367,537	35,397,247	39,112,314
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>245,490,778</b>	<b>245,983,857</b>	<b>258,740,682</b>

<b>SPECIAL PROJECTS FUND (FUND 20)</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
Beginning Fund Balance	266,152	157,679	70,387
Ending Fund Balance	157,679	70,387	0
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>48,846,373</b>	<b>48,761,969</b>	<b>56,511,402</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>48,954,845</b>	<b>48,849,260</b>	<b>56,581,789</b>

<b>DEBT SERVICE FUND (FUND 30)</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
Beginning Fund Balance	3,378,047	4,644,244	4,158,036
Ending Fund Balance	4,644,244	4,158,036	3,917,739
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>30,277,732</b>	<b>17,103,623</b>	<b>15,382,116</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>29,011,535</b>	<b>17,589,832</b>	<b>15,622,413</b>

<b>CAPITAL PROJECTS FUND (FUND 40)</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
Beginning Fund Balance	10,811,862	67,782,523	42,218,993
Ending Fund Balance	67,782,523	42,218,993	30,417,061
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>75,206,966</b>	<b>711,240</b>	<b>330,000</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>18,236,305</b>	<b>26,274,769</b>	<b>12,131,932</b>

**KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**  
**2018-2019 BUDGET PUBLICATION**

**Attachment C**

<b>FOOD SERVICE FUND (50)</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
Beginning Fund Balance	2,904,665	3,169,813	3,353,903
Ending Fund Balance	3,169,813	3,353,903	3,353,903
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>8,682,083</b>	<b>8,459,831</b>	<b>8,774,371</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>8,416,935</b>	<b>8,275,740</b>	<b>8,774,371</b>

<b>COMMUNITY SERVICES FUND (FUND 80)</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
Beginning Fund Balance	2,703,263	3,011,591	3,124,920
Ending Fund Balance	3,011,591	3,124,920	2,850,195
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>1,712,545</b>	<b>1,757,257</b>	<b>1,544,387</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>	<b>1,404,217</b>	<b>1,643,927</b>	<b>1,819,113</b>

<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>			
<b>ALL FUNDS</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
<b>GROSS TOTAL EXPENDITURES - ALL FUNDS</b>	<b>351,514,616</b>	<b>348,617,387</b>	<b>353,670,300</b>
Interfund Transfers (Source 100) - ALL FUNDS	31,124,530	30,644,317	33,729,920
Refinancing Expenditures (Fund 30)	7,544,687	947,480	0
<b>NET TOTAL EXPENDITURES - ALL FUNDS</b>	<b>312,845,399</b>	<b>317,025,589</b>	<b>319,940,380</b>
<b>PERCENTAGE CHANGE FROM PRIOR YEAR</b>	<b>5.43%</b>	<b>1.34%</b>	<b>0.92%</b>

<b>PROPOSED PROPERTY TAX LEVY</b>			
<b>FUND</b>	<b>Audited 2016-2017</b>	<b>Unaudited 2017-2018</b>	<b>Proposed 2018-2019</b>
General Fund	69,282,075	73,540,969	72,697,706
Referendum Debt Service Fund	7,158,149	5,223,023	8,283,813
Non-Referendum Debt Service Fund	9,315,578	10,477,856	5,903,071
Capital Expansion Fund	0	0	0
Community Service Fund	1,500,000	1,500,000	1,500,000
<b>TOTAL SCHOOL LEVY</b>	<b>87,255,802</b>	<b>90,741,848</b>	<b>88,384,590</b>
<b>PERCENTAGE INCREASE FROM PRIOR YEAR</b>	<b>-2.36%</b>	<b>4.00%</b>	<b>-2.60%</b>

Note: Subtotals contain calculated fields and formulas which may result in rounded values

**KENOSHA UNIFIED SCHOOL DISTRICT NO. 1**  
**2018-2019 BUDGET PUBLICATION**

**Attachment C**

<b>ENERGY EFFICIENCY EXEMPTION</b>			
<b>§ 121.91 (4) (o) Revenue Limit Exemption for Energy Efficiencies-Evaluation of the Energy Performance Indicators</b>			
Name of Qualified Contractor	Performance Services, Inc.		
Performance Contract Length (years)			10
Total Project Cost (including financing)			\$16,908,008
Total Project Payback Period			10.07
Years of Debt Payments			20
Remaining Useful Life of the Facility			25 Years
Prior Year Resolution Expense Amount	Fiscal Year	2018	\$8,035,640
Prior Year Related Expense Amount or CY debt levy	Fiscal Year	2018	\$7,890,219
Utility Savings applied in Prior Year to Debt	Fiscal Year	2018	\$145,421
Sum of reported Utility Savings to be applied to Debt			\$165,874
		<b>Savings Reported for 2017-18</b>	
Specific Energy Efficiency Measure or Products	Project Cost Including Financing	Utility Cost Savings	Non-Utility Cost Savings
Bose Elementary School	\$2,318,840	\$26,517	\$216,024
Forest Park Elementary School	\$4,179,133	\$23,885	\$392,027
Grant Elementary School	\$2,644,576	\$12,376	\$244,773
Grewenow Elementary School	\$1,363,798	\$14,984	\$119,844
Harvey Elementary School	\$2,502,299	\$11,499	\$220,839
Jefferson Elementary School	\$2,250,193	\$11,845	\$208,212
Jeffery Elementary School	\$1,139,834	\$11,138	\$106,537
Roosevelt Elementary School	\$4,047,209	\$17,873	\$363,959
Vernon Elementary School	\$4,998,347	\$35,757	\$465,684
<b>Entire Energy Efficiency Project Totals</b>	<b>\$25,444,229</b>	<b>\$165,874</b>	<b>\$2,337,899</b>

Dated this 23rd day of October, 2018

Todd Battle  
School Board Clerk

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Kenosha Unified School District  
Kenosha, Wisconsin

October 23, 2018

**OFFICIAL THIRD FRIDAY ENROLLMENT REPORT**

***(School Year 2018-19)***

**OVERVIEW**

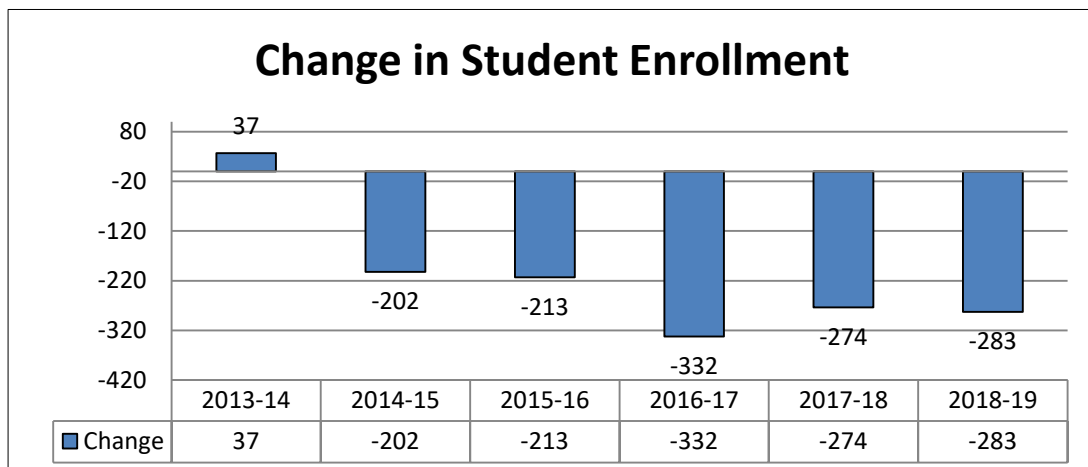
Annually, Administration provides the Kenosha Unified School Board with the District's *Official Third Friday Enrollment Report*. The data contained in this report are also reported to the Wisconsin Department of Public Instruction (DPI) in its designated format. The School Board should note that this report contains only *enrollment* data and does not contain student membership data that are used to develop revenue projections and budgetary planning documents.

**GENERAL FINDINGS**

1. District-wide, enrollment decreased 283 students, from 21,655 students in 2017-18 to 21,372 students in 2018-19. Beginning in 2009-10, Kenosha started to experience a decline in community birth rates, with the related effect of declines in enrollments five years later. Since 2010, KUSD boundary areas have averaged approximately 250 less births compared to previous years. This trend has now impacted grades pre-kindergarten through grade 3. The District's enrollment for the past six (6) years is shown below.

School Year	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Enrollment	22,676	22,474	22,261	21,929	21,655	21,372

2. The following chart illustrates the changes in overall student enrollment for School Years 2013-14 to 2018-19.



3. The District reported decreases for most boundary groups, with very little change at the boundary middle school level. Boundary elementary schools decreased overall by -100 students, boundary middle schools decreased by -3 students, and boundary high schools decreased by -116 students. Overall, this is attributed to both the declining birth rate and a larger graduation cohort at the high school level.
4. The total enrollment for the Special Schools, which included all charter schools, Chavez Learning Station, Kenosha 4-Year-Old Kindergarten, Hillcrest, and the Phoenix Project, reported a decrease of -64 students. The number of community-based child care centers at Kenosha 4-Year-Old Kindergarten decreased from 8 in 2017-18 to 7 in 2018-19.
5. The following special schools reported increases in enrollment when compared to last year: Chavez increased by +29 students and Dimensions of Learning slightly increase by +2 students. Brompton, Kenosha 4-Year-Old Kindergarten, KTEC, Harborside, Hillcrest, the Kenosha eSchool, and the Phoenix Project by -5, -14, -1, -3, -28, -34 and -10 respectively.
6. Pre-Kindergarten and grades 1, 2, 4, 5, 6, 7 and 10 exhibited increases in enrollment when compared to the previous year, with +23, +19, +2, +14, +8, +35, +15, and +64 students, respectively.
7. Kindergarten and the grades of 3, 8, 9, 11 and 12 reported decreases in student enrollment when compared to the previous school year, with -8, -149, -61, -26, -182 and -37 respectively. Grade 3 was due to the effect of the declining birth rate. Also noticed, was a significant decrease at grade 11 cohort, as a lower than usual cohort class transitioned from grade 10.
8. Elementary schools with increases in student enrollment included Bose, Brass, Edward Bain Dual Language, Grewenow, Jefferson, McKinley, Nash, Somers, Southport, and Vernon with gains of +15, +7, +10, +2, +7, +36, +10, +19, +7 and +3 students respectively.
9. The five comprehensive middle schools experienced a mixed change for enrollments when compared to last year. Bullen decreased by -19 students and Lance decreased by -30 students. Lincoln, Mahone, and Washington increased by +18, +17, and +11 students, respectively.
10. With a slightly larger cohort graduating in 2018 and a smaller cohort moving into grade 11, KUSD boundary high schools and identified choice schools showed a mixed change regarding student enrollment from the previous year. Bradford, Indian Trail and LakeView, reported decreases of -75, -77 and -18 students, respectively. Reuther reported an increase of +42 and Tremper reported an increase of +12.
11. The percent of English Learners (ELs) has decreased from previous years. There are 2,146 (10.0%) ELs in 2018-19 compared to 2,246 (10.4%) students

in 2017-18. The English Learners are reported out by those in Dual Language and those in a traditional classroom (EL). The number of Dual Language students remained relatively flat from 270 in 2017-18 to 272 in 2018-19. The EL student count in the traditional classrooms decreased from 1,976 in 2017-18 to 1,874 in 2018-19. *Please note that the Dual Language EL category includes only those students who are enrolled in the Dual Language Program at Edward Bain – Dual Language or Bullen and are **not** English proficient. All other students who are not English proficient are identified as English Learners (EL).*

12. The enrollment for students with disabilities (*as defined by IDEA-Individuals with Disabilities Act*) reported another increase, from 2,703 in 2017-18 to 2,733 in 2018-19. These students currently account for 12.7% of the overall KUSD population compared to 12.4% in 2017-18.
13. Overall, the percent of enrollment represented by Hispanic students continues to slightly increase each year but the growth has slowed when compared to previous years. This growth has been the inverse represented as students identified as White continues to decrease. 2016-17 was the first year that KUSD became a majority-minority district and this trend continues into the 2018-19 school year. The combined non-white race/ethnicities make up a majority of the student population at 51.3%. However, the enrollment distribution for Asian, Black, American Indian, and Native Hawaiian/Pacific Islander remains comparatively constant. A continual increase can be seen in the number of students identified as having two or more races, averaging a half percentage increase over the last few years.

The chart below reports the changes in the distribution of each ethnic category for the past six years.

<b>Race/Ethnicity</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Asian	335 (1.5%)	325 (1.4%)	313 (1.4%)	314 (1.4%)	319 (1.5%)	322 (1.5%)
Black or African American	3,508 (15.4%)	3,427 (15.2%)	3,350 (15.0%)	3,193 (14.6%)	3,152 (14.6%)	3,052 (14.3%)
Hispanic of any Race	5,819 (25.6%)	5,947 (26.5%)	6,048 (27.2%)	6,218 (28.4%)	6,208 (28.7%)	6,170 (28.9%)
American Indian or Alaska Native	57 (0.2%)	95 (0.4%)	50 (0.2%)	42 (0.2%)	42 (0.2%)	41 (0.2%)
White	12,056 (53.3%)	11,674 (51.9%)	11,351 (51.0%)	10,936 (49.8%)	10,627 (49.1%)	10,399 (48.7%)
Native Hawaiian/ Pacific Islander	24 (0.1%)	21 (0.1%)	17 (0.1%)	12 (0.1%)	17 (0.1%)	19 (0.1%)
Two or More Races	877 (3.9%)	985 (4.4%)	1,132 (5.1%)	1,214 (5.5%)	1,290 (6.0%)	1,369 (6.4%)
<b>DISTRICT</b>	<b>22,676</b>	<b>22,474</b>	<b>22,261</b>	<b>21,929</b>	<b>21,655</b>	<b>21,372</b>

The full report including the appendices listed below can be found at the following link: <http://kUSD.edu/sites/default/files/document-library/english/third-friday.pdf>

#### APPENDIX 1 – Official Enrollment School Year 2018-19

- District enrollment by grade span
- District enrollment by grade level
- Total enrollment by school

*Enrollment information for six (6) school years is included, beginning with School Year 2013-14.*

#### APPENDIX 2 – Total Enrollment by School

- Enrollment by building, category, and grade level, grouped by elementary, middle, high, and special schools
- Summary recapitulation by category and grade span, with six (6) years of data

#### APPENDIX 3 – Class Size Averages by School

- Average class sizes for district schools and programs (middle and high school program averages are currently unavailable)
- Summary of average class sizes by elementary grade span and program, with six (6) years of data

#### **Informational Item**

The 2018-19 Official Third Friday Enrollment Report is an informational item.

Dr. Sue Savaglio-Jarvis  
Superintendent of Schools

Mr. Kristopher Keckler  
Chief Information Officer

Ms. Lorien Thomas  
Research Coordinator

Ms. Erin Roethe  
Data Analyst

Ms. Laura Sawyer  
Data Analyst



October 23, 2018

### DONATIONS TO THE DISTRICT

The District has received the following donations:

1. The Band Boosters Organization donated \$10,000 to the Fine Arts Department. The donation is to be used as part of the Fine Arts 5-year plan for purchasing new instruments for various KUSD schools.
2. Kevin Coey donated various school supplies to Bradford High School. The value of this donation is \$3,871.69.
3. Kiwanis Club of Kenosha donated \$1,000 to the Bradford High School Key Club.
4. Whitetails Unlimited, Inc. donated \$1,000 to the Reuther Central High School Physical Education Department. The donation is to be used to purchase archery supplies.

### 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

October 23, 2018

**Tentative Schedule of Reports, Events,  
and Legal Deadlines for School Board  
October-November**

**October**

- October 9, 2018 – Canceled: Standing Committee Meetings
- October 10, 2018 – Special School Board Meeting
- October 23, 2018 – Regular Board of Education Meetings – 7:00 P.M. in ESC Boardroom

**November**

- November 1, 2018 – End of First Quarter/Staff Workday/No Students Report
- November 13, 2018 – Standing Committee Meetings – 5:30 P.M. in ESC Boardroom
- November 21, 2018 – Half Day For Students and Instructional Staff
- November 23-23, 2018 – Thanksgiving Recess – District Closed
- November 27, 2018 - Regular Board of Education Meeting – 7:00 P.M. in ESC Boardroom

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