



REGULAR MONTHLY BOARD MEETING

June 25, 2019

7:00 PM

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

This page intentionally left blank



Regular School Board Meeting
June 25, 2019
Educational Support Center
7:00 PM

- I. Pledge of Allegiance
- II. Roll Call of Members
- III. Awards/Recognition
 - A. Districtwide Student Art Exhibit Collection Awards
- 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 6
Minutes of 5/28/19 Special Meeting & Executive Session and 5/28/19
Regular Meeting
 - C. Consent/Approve 20
Summary of Receipts, Wire Transfers and Check Registers
 - D. Consent/Approve 27
Proposed Revisions to Board Policies 1330 and 1331 (Second Reading)
 - E. Consent/Approve 37
Policy 5260 - Full Time Open Enrollment (Second Reading)
- XII. Old Business

XIII. New Business	
A. Discussion/Action KTEC Assistant Principal	41
B. Discussion/Action School Year 2020-21 Instructional Calendars	44
C. Discussion/Action Authorization of 2019-2020 Expenditures Prior to Formal Adoption of the Budget	51
D. Discussion/Action Policy and Rule 4111 - Anti-Harassment (First Reading)	52
E. Discussion/Action Donations to the District	58
XIV. Other Business as Permitted by Law	59
Tentative Schedule of Reports, Events and Legal Deadlines For School Board (June/July)	
XV. Predetermined Time and Date of Adjourned Meeting, If Necessary	
XVI. Adjournment	

Kenosha Unified School District

Kenosha, WI

June 25, 2019

The Office of Human Resources recommends the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Appointment	Aiello	Justine	Nash Elementary School	Kindergarten	Instructional	08/26/2019	1	\$43,062.00
Appointment	Alioto	Evan	Mahone Middle School	Grade 6	Instructional	08/26/2019	1	\$43,062.00
Appointment	Ambrose	Amber	Washington Middle School	Cross Categorical	Instructional	08/26/2019	1	\$52,478.00
Appointment	Anderson	Krystie	Jefferson Elementary School	Kindergarten	Instructional	08/26/2019	1	\$43,062.00
Appointment	Andrews	Truman	McKinley Elementary School	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Bart	Kiimberly	EBSOLA CA	Grade 4	Instructional	08/26/2019	1	\$56,425.00
Appointment	Bennett	Erika	EBSOLA CA	Kindergarten	Instructional	08/26/2019	1	\$46,827.00
Appointment	Bewley	Michael	Indian Trail HS & Academy	Math Intervention Specialist	Instructional	08/26/2019	1	\$44,945.00
Appointment	Bousman	Jason	Mahone Middle School	English	Instructional	08/26/2019	1	\$60,010.00
Appointment	Bublitz	Justin	KTEC East	Science	Instructional	08/26/2019	1	\$43,062.00
Appointment	Celebre	Haley	Mahone Middle School	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Chidester	Megan	Grewenow Elementary School	Kindergarten	Instructional	08/26/2019	1	\$43,062.00
Appointment	Covelli	Laura	Tremper High School	Art	Instructional	08/26/2019	0.8	\$45,870.78
Appointment	Dalton	Felicia	Student Support/Guidance	Social Worker	Instructional	08/26/2019	1	\$48,313.00
Appointment	DeBoer	Jessica	Fine Arts	Elementary Orchestra	Instructional	08/26/2019	0.8	\$40,582.92
Appointment	Dechant	Brenna	Jefferson Elementary	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Depp	Nyssa	KTEC East	Cross Categorical	Instructional	08/26/2019	1	\$57,585.00
Appointment	Desjardins	Marcy	Department of Special Ed	C.D. Program Support	Instructional	08/26/2019	1	\$66,855.00
Appointment	Dever	Kathleen	4K Program	4K	Instructional	08/26/2019	1	\$65,697.00
Appointment	Ehlert	Amanda	Washington Middle School	Science	Instructional	08/26/2019	1	\$43,062.00
Appointment	Enwright	Christian	KTEC East	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Erickson	Emma	Bullen Middle School	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Evans	Royette	Student Support/Guidance	Guidance	Instructional	08/26/2019	1	\$70,115.00
Appointment	Gardner	Kelly	Washington Middle School	Math	Instructional	08/26/2019	1	\$43,062.00
Appointment	Garrigan	Amanda	Mahone Middle School	Performing Arts	Instructional	08/26/2019	1	\$48,313.00
Appointment	Geyer	Christine	Vernon Elementary School	Elementary Principal	AST	07/01/2019	1	\$98,711.00
Appointment	Goldsmith	Amy	Bradford High School	Spanish	Instructional	08/26/2019	1	\$43,062.00
Appointment	Grugel	Ann	Mahone Middle School	English	Instructional	08/26/2019	1	\$60,843.00
Appointment	Gutierrez	Michaela	Bullen Middle School	E.D.	Instructional	08/26/2019	1	\$56,207.00
Appointment	Hall	Rebecca	Fine Arts	Art	Instructional	08/26/2019	1	\$58,128.00
Appointment	Halsted	Hilary	McKinley Elementary School	E.C.	Instructional	08/26/2019	1	\$43,062.00
Appointment	Hendzel	Kelly	Student Support/Guidance	Psychologist	Instructional	08/26/2019	1	\$79,386.00
Appointment	Henley	Brooke	Washington Middle School	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Hobson	Thomas	Information Services	Technology Support Technician	AST	06/17/2019	1	\$43,162.00
Appointment	Kessler	Taylor	Prairie Lane Elementary	Grade 5	Instructional	08/26/2019	1	\$43,062.00
Appointment	Knuth	Jamian	Mahone Middle School	Grade 6	Instructional	08/26/2019	1	\$49,653.00
Appointment	Larsen	Jodi	Vernon Elementary School	Grade 1	Instructional	08/26/2019	1	\$43,062.00
Appointment	Larson	Thomas	KTEC West	Grade 5	Instructional	08/26/2019	1	\$43,062.00
Appointment	Lehmann	Lora	Indian Trail HS & Academy	Marketing/Business	Instructional	08/26/2019	0.3	\$12,603.50
Appointment	McArthur	Ashley	Whittier Elementary School	Cross Categorical	Instructional	08/26/2019	1	\$51,536.00
Appointment	Milnes	Miranda	Forest Park/EBSOLA CA	E.C.	Instructional	08/26/2019	1	\$43,062.00
Appointment	Mitchell	Nicole	Bradford High School	Social Worker	Instructional	08/26/2019	1	\$52,948.00
Appointment	Morris	Nathan	Tremper High School	Math	Instructional	08/26/2019	1	\$43,062.00
Appointment	Mueller	Karl	Washington Middle School	English (Title I)	Instructional	08/26/2019	1	\$48,313.00
Appointment	Newport	Marna	Food Service	Food Service Worker	Food Service	05/13/2019	1	\$17.22
Appointment	Nixon	Kristine	Somers Elementary School	Art	Instructional	08/26/2019	1	\$48,313.00
Appointment	Padovich	Trent	Indian Trail HS & Academy	Sociology/History	Instructional	08/26/2019	0.7	\$28,851.54
Appointment	Page	Brandon	Washington Middle School	Social Studies	Instructional	08/26/2019	1	\$54,361.00
Appointment	Read	Matt	Mahone Middle School	Grade 6	Instructional	08/26/2019	1	\$43,062.00
Appointment	Rick	Kevin	Nash Elementary School	Cross Categorical	Instructional	08/26/2019	1	\$51,789.00

Kenosha Unified School District

Kenosha, WI

June 25, 2019

The Office of Human Resources recommends the following actions:

Appointment	Riegert	Caitlin	Student Support/Guidance	Guidance	Instructional	08/26/2019	1	\$55,266.00
Appointment	Schmus	Matthew	Indian Trail HS & Academy	Earth/Space Science	Instructional	08/26/2019	1	\$50,414.00
Appointment	Spencer	Wendy	Indian Trail HS & Academy	English	Instructional	08/26/2019	1	\$43,062.00
Appointment	Stanich	Lana	Pleasant Prairie Elementary	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Steinmetz	KayInn	Bradford High School	Cross Categorical	Instructional	08/26/2019	1	\$43,062.00
Appointment	Ustich	Sydney	Lance Middle School	English	Instructional	08/26/2019	1	\$43,062.00
Appointment	Weber	Samantha	Forest Park Elementary School	Grade 5	Instructional	08/26/2019	1	\$43,062.00
Appointment	Wells	Robert	Harborside Academy	Instrumental Music	Instructional	08/26/2019	0.9	\$73,099.14
Appointment	White	Mallory	Somers Elementary School	Grade 3	Instructional	08/26/2019	1	\$43,062.00
Appointment	Williams	Mynida	Washington Middle School	Cross Categorical	Instructional	08/26/2019	1	\$48,313.00
Appointment	Yusk	Meghan	Tremper High School	French	Instructional	08/26/2019	1	\$43,062.00
Appointment	Ziccarelli	Krista	Pleasant Prairie Elementary School	Grade 2	Instructional	08/26/2019	1	\$43,062.00
Appointment	Zoromskis	Brandon	Jefferson Elementary	Night Custodian - Second Shift	Facilities	05/22/2019	1	\$19.32
Resignation	Aldrich	Leila	Dimensions of Learning	Administrative Support (10 MO)	ASP	06/27/2019	0.5	\$18.31
Resignation	Anderson	Brooke	Tremper High School	Special Education	ESP	06/11/2019	1	\$17.21
Resignation	Andrews	Lyubov	EBSOLA CA	ESL Other Language	Instructional	06/13/2019	1	\$48,292.00
Resignation	Bethhauser	Robin	Prairie Lane Elementary	E.C.	Instructional	06/13/2019	1	\$82,021.00
Resignation	Bilotta	Kathryn	Washington Middle School	Grade 6	Instructional	06/13/2019	1	\$48,292.00
Resignation	Blaser	Tina	Lance Middle School	English	Instructional	06/13/2019	1	\$42,955.00
Resignation	Bouy	Cassandra	Somers Elementary School	Kindergarten	Instructional	06/13/2019	1	\$45,712.00
Resignation	Christensen	Kelly	Lincoln Middle School	Math	Instructional	06/13/2019	1	\$67,526.00
Resignation	Fiegel	Nina	Lance Middle School	Performing Arts	Instructional	06/13/2019	1	\$42,955.00
Resignation	Gomez	Betzaida	EBSOLA DL	Elementary Principal	AST	06/30/2019	1	\$107,773.00
Resignation	Greco	Robert	Wilson Elementary School	Night Custodian - Second Shift	Facilities	05/29/2019	1	\$19.32
Resignation	Lange	Theresa	KTEC West	Kindergarten	Instructional	06/13/2019	1	\$42,955.00
Resignation	Langer	Mark	Indian Trail HS & Academy	Chemistry	Instructional	06/13/2019	0.5	\$24,235.00
Resignation	Lewis	Lindsay	Jefferson Elementary School	E.C.	Instructional	06/13/2019	1	\$42,955.00
Resignation	Maseman	Brian	Indian Trail High School & Academy	English	Instructional	06/07/2019	1	\$42,955.00
Resignation	Nillissen Mah	Brianne	Indian Trail High School & Academy	Social Worker	Instructional	06/13/2019	1	\$48,292.00
Resignation	Pringle	Johanna	Bradford High School	English	Instructional	06/13/2019	1	\$48,470.00
Resignation	Reese	Morgan	EBSOLA CA	Kindergarten	Instructional	06/13/2019	1	\$42,036.00
Resignation	Schumaker	Kaitlin	Lance Middle School	English	Instructional	06/13/2019	1	\$42,955.00
Resignation	Schwenzen	Jill	Bradford High School	Assistant Principal High School	AST	06/30/2019	1	\$95,912.00
Resignation	Stoffel	Karla	KTEC East	Math	Instructional	06/13/2019	1	\$42,036.00
Resignation	Towne	Joshua	Mahone Middle School	Math	Instructional	06/13/2019	1	\$42,955.00
Resignation	Trevino	April	Head Start/Chavez	Head Start	ESP	06/12/2019	1	\$16.20
Resignation	Trottier	Mary	Department of Special Ed	Special Health Care Nurse	Instructional	06/13/2019	1	\$55,823.00
Resignation	Vega	Claritza	Title I	Administrative Specialist (12 MO)	ASP	06/14/2019	1	\$20.33
Resignation	Weakley	Kelly	EBSOLA CA	E.D.	Instructional	06/13/2019	1	\$48,292.00
Resignation	Williams	Evelyn	Washington Middle School	Cross Categorical	Instructional	05/17/2019	1	\$53,984.00
Retirement	Becker	David	Brass Elementary	Night Custodian - Second Shift	Facilities	07/16/2019	1	\$22.36
Retirement	Haselwander	Debra	Dimensions of Learning	Student Support Specialist II	ESP	01/06/2020	1	\$23.68
Retirement	Hervat	Dean	Bradford High School	History	Instructional	06/13/2019	1	\$63,177.00
Retirement	Nelson	Corrine	Harvey Elementary	Kindergarten	Instructional	06/13/2019	1	\$82,021.00
Retirement	Pederson	Sarah	Southport Elementary School	Instructional Coach	Instructional	06/13/2019	1	\$82,021.00
Retirement	Schock	Floyd	Southport Elementary School	Guidance	Instructional	06/13/2019	1	\$79,970.00
Retirement	Webb	Christine	Southport Elementary School	Special Education	ESP	06/12/2019	1	\$18.23
Retirement	Williamson	Janine	Information Services	Administrative Specialist (12 MO)	ASP	07/31/2019	1	\$22.36
Separation	Powell	Carol	Mahone Middle School	Special Education	ESP	06/07/2019	1	\$17.21
Separation	Schlevensky	Cayla	Tremper High School	Clerical	ESP	06/05/2019	1	\$15.19
Separation	Strecker	Jill	KTEC East	Classroom	ESP	06/12/2019	1	\$16.20

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD MAY 28, 2019

A special meeting of the Kenosha Unified School Board was held on Tuesday, May 28, 2019, in the Small Board Room at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 5:39 P.M. with the following members present: Ms. Stevens, Mrs. Modder, Mr. Battle, Mr. Garcia and Mr. Wade. Dr. Savaglio-Jarvis was also present. Mr. Kunich and Mr. Duncan were excused.

Mr. Wade, 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. Wade announced that an executive session had been scheduled to follow this special meeting for the purpose of Review of Findings/Orders by Independent Hearing Officer, Litigation and Personnel: Problems.

Mrs. Modder moved that the executive session be held. Mr. Battle seconded the motion.

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

1. Review of Findings/Orders by Independent Hearing Officer

Mr. Brian Geiger, Regional Coordinator of Secondary Leadership and Learning, arrived at 5:40 P.M. and presented Board members with information relating to three expulsions.

Dr. Savaglio-Jarvis and Mr. Geiger departed the meeting at 6:08 P.M.

Mrs. Modder moved to approve the hearing officer's recommendation in regards to the first expulsion with the addition of conditional reinstatement to the Hillcrest SOAR Program at the start of the 2019-2020 school year with a requirement that the student have no additional violations of Policy 5434 and that the student complete the drug and alcohol program offered by the district. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Battle moved to approve the hearing officer's recommendation in regards to the second expulsion. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Modder moved to approve the hearing officer's recommendation in regards to the third expulsion. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis returned to the meeting at 6:07 P.M.

2. Litigation

Mr. Brian Knee, Litigation Manager at Community Insurance Corporation, arrived at 6:08 P.M. and updated Board members on litigation matters.

Mr. Knee departed the meeting at 6:46 P.M.

3. Personnel: Problems

Dr. Savaglio-Jarvis updated Board members on several employee relation cases.

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

Meeting adjourned at 6:58 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD MAY 28, 2019

A regular meeting of the Kenosha Unified School Board was held on Tuesday, May 28, 2019, at 7:00 P.M. in the Board Room of the Educational Support Center. Mr. Wade, President, presided.

The meeting was called to order at 7:04 P.M. with the following Board members present: Ms. Stevens, Mrs. Modder, Mr. Battle, Mr. Garcia, and Mr. Wade. Dr. Savaglio-Jarvis was also present. Mr. Kunich and Mr. Duncan were excused.

Mr. Wade, President, opened the meeting by announcing that this was a regular meeting of the School Board of Kenosha Unified School District. Notice of this regular meeting was given to the public by forwarding the complete agenda to all requesting radio stations and newspapers. Copies of the complete agenda are available for inspection at all public schools and at the Superintendent's office. Anyone desiring information as to forthcoming meetings should contact the Superintendent's office.

There were no awards or recognitions.

There were no Administrative or Supervisory Appointments.

There was not a student ambassador.

Mrs. Modder gave the legislative report.

Views and/or comments were made by the public.

There were responses/comments by Board members.

The Board President did not make any remarks.

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

Board members considered the following Consent-Approve items:

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

Consent-Approve item XI-B – Minutes of the 4/29/19 and 5/14/19 Special Meetings and Executive Sessions, 4/29/19 Organizational Meeting, and 4/29/19 Regular Meeting.

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

"It is recommended that the April 2019 cash receipt deposits totaling \$485,444.44, and cash receipt wire transfers-in totaling \$4,877,903.64, be approved.

Check numbers 577768 through 578644 totaling \$7,814,840.82, and general operating wire transfers-out totaling \$407,309.98, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the April 2019 net payroll and benefit EFT batches totaling \$14,527,277.49, and net payroll check batches totaling \$11,390.53, be approved."

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

Dr. Savaglio-Jarvis presented the 2019-2020 Head Start State Supplemental Grant submitted by Ms. Luanne Rohde, Director of Early Education; Mr. Martin Pitts, Regional Coordinator of Leadership and Learning-Elementary; Ms. Susan Valeri, Chief of School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

"The Head Start program provides comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool children and their families. This state grant provides funding for 59 high-risk children that will be three or four years of age on or before September 1, 2019. Funding for the Head Start State Supplemental Grant for the 20182019 school year is \$336,005. Funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and the Head Start Performance Standards.

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

Administration recommends that the school board approve the 2019-2020 Head Start State Supplemental Grant."

Mr. Battle moved to approve the 2019-2020 Head Start State Supplemental Grant. Mrs. Modder seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Negotiations with the Kenosha Education Association for the 2019-2020 Collective Bargaining Agreement submitted by Mr. Hamdan; Mrs. Tanya Ruder, Interim Chief Human Resource Officer; and Dr. Savaglio-Jarvis, excerpts follow:

"On May 9, 2019, the District's and Kenosha Education Association's negotiations teams met to exchange initial bargaining proposals. Both parties exchanged proposals and reached a tentative agreement of a maximum base wage increase of 2.44 percent effective July 1, 2019, which will be distributed across the board to the members of the bargaining unit represented by the Kenosha Education Association. The collective bargaining agreement shall be in effect July 1, 2019, through June 30, 2020.

Administration recommends that the Board adopt the attached 2019-2020 collective bargaining agreement and implement the Kenosha Unified School District's offer to the members of the bargaining unit represented by the Kenosha Education Association pursuant to Wis. Stat. § 111.70, which results in a total base wage increase of 2.44 percent across the board effective July 1, 2019."

Ms. Stevens moved to approve the 2019-2020 collective bargaining agreement and implement the Kenosha Unified School District's offer to the members of the bargaining unit represented by the Kenosha Education Association pursuant to Wis. Stat. § 111.70, which results in a total base wage increase of 2.44 percent across the board effective July 1, 2019. Mrs. Modder seconded the motion. Motion passed. Mr. Battle abstaining.

Dr. Savaglio-Jarvis presented the Level/Tier Advancement for All Employee Groups and Base Wage Increases for Employee Groups Other Than Teachers submitted by Mr. Hamdan, Mrs. Ruder; and Dr. Savaglio-Jarvis, excerpts follow:

"In 2016, the Board approved a new teacher salary structure that has levels and tiers built in with the understanding that movement on the structure occurs upon Board approval. In 2018, the Board approved structures for regular full-time equivalent hourly employees that mimic the teacher salary structure and contain levels that also must be approved annually. The administrative, supervisory and technical salary structure remained unchanged, but also contains steps that require Board approval for implementation.

On May 9, 2019, the District's and Kenosha Education Association's negotiations teams exchanged proposals and reached a tentative agreement of a maximum base wage increase of 2.44 percent effective July 1, 2019. This same base wage increase is being recommended for all regular full-time equivalent employees in all other employee groups effective July 1, 2019.

NOTE: The term full-time equivalent refers to all employees other than part-time timesheet staff. Our employee groups include administrative support professionals; administrative, supervisory and technical; community and student support; educational support professionals; facilities; food services; interpreters; and teachers.

Administration recommends that the Board impose and implement the following for the 2019-20 year:

- A total base wage increase of 2.44 percent across the board to be effective July 1, 2019, for all regular full-time equivalent employees not represented by the Kenosha Education Association.
- Level advancements for all regular full-time equivalent employees (i.e. administrative support professionals; administrative, supervisory and technical; community and student support; educational support professionals; facilities; food services; interpreters; and teachers).
- Tier movement for teachers who turn in the required documentation to the Office of Human Resources on or before June 30, 2019."

Mrs. Modder moved to approve a total base wage increase of 2.44 percent across the board to be effective July 1, 2019, for all regular full-time equivalent employees not represented by the Kenosha Education Association, level advancements for all regular full-time equivalent

employees (i.e. administrative support professionals; administrative, supervisory and technical; community and student support; educational support professionals; facilities; food services; interpreters; and teachers), and tier movement for teachers who turn in the required documentation to the Office of Human Resources on or before June 30, 2019. Ms. Stevens seconded the motion. Motion passed. Mr. Battle abstaining.

Mr. Hamdan presented the 2018-2019 Estimated Available Staffing Vacancy Funds submitted by Mr. Hamdan, Mrs. Ruder, and Dr. Savaglio-Jarvis, excerpts following:

“When attempting to estimate potential staffing vacancy savings, the District must keep in mind that variances between authorized and filled positions are a point-in-time snapshot. It is also important to understand that the District’s budget follows fiscal year cycles. While we may realize some savings in a particular area during a fiscal year due to spending less than budgeted (authorized), that does not necessarily mean the savings can be applied to help the budget position the following year. Budget impact, or district expense reductions, can only occur if the authorization of a district funded position is completely eliminated and never filled again. By projecting the expenditures for district funded teaching positions to the end of the fiscal year and comparing that to the budgeted amount (\$103.33MM), it is estimated that 98 percent of the budgeted amount will be used in the 2018-19 fiscal year. The remaining 2 percent variance (savings) related to staffing vacancies suggests the potential for approximately \$2.07MM in the budget to actual variance. Along with the savings in salary expense come related benefits that are based on the actual salary amount paid. These benefits would add about \$409K to the total savings for a grand total variance of approximately \$2.48MM.

However, there are other costs being incurred that may offset these savings. Those offsetting costs include the amount spent on district funded contracted services as well as any amount which exceeds the substitute teacher budget. In addition, any staffing vacancy savings in 2018-19 will be factored into the entire budget position at the end of the fiscal year and could be offset by variances in other areas. The final fiscal year budget results will not be known until sometime in July when year-end reconciliations and final closing accounting entries take place.

Administration requests that the Board consider authorization of a one-time, non-base building stipend in the 2018-19 fiscal year in an amount to be determined by the Board for all regular fulltime equivalent (FTE) staff (i.e. administrative support professionals; administrative, supervisory and technical; community and student support; educational support professionals; facilities; food services; interpreters; and teachers). Eligible FTE must have an active assignment as of May 28, 2019, to receive the stipend that will be distributed on a pro-rated basis per FTE and will be paid before June 30, 2019.”

Mrs. Modder moved to approve a one-time, non-base building stipend in the 2018-19 fiscal year in the amount of \$500 for all regular full-time equivalent (FTE) staff (i.e. administrative support professionals; administrative, supervisory and technical; community and student support; educational support professionals; facilities; food services; interpreters; and teachers). Eligible FTE must have an active assignment as of May 28, 2019, to receive the stipend that will be distributed on a pro-rated basis per FTE and will be paid before June 30, 2019. Ms. Stevens seconded the motion. Motion passed. Mr. Battle abstaining.

Dr. Savaglio-Jarvis presented the Board Approved Student User Fees and Recreation Department Fees for the 2019-2020 School Year submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

“As a component of the budget development process, a review of the fees charged by the District is conducted every year. The administration is not recommending any changes to the 2019-20 student user fees and recreation department fees.

Attachment A delineates the proposed 2019-2020 Student User Fees Schedule and Attachment B delineates the proposed 2019-2020 Recreation Department Fees Schedule.

District-wide Fee Procedures:

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

Administration requests that the Board of Education approve the attached schedules in order to establish the fiscal year 2019-2020 student user fees and recreation department fees.”

Mr. Battle moved to approve the Student User Fees and Recreation Department Fees for the 2019-2020 School Year. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the 2019-2020 Facility Use Permit Application Changes and Proposed Revisions to Board Policies 1330 and 1331 submitted by Mr. Patrick Finnemore, Director of Facilities; and Dr. Savaglio-Jarvis, excerpts follow:

“Annually, the fees charged for facilities use permits are revisited to determine if any increases are needed. This year we are proposing a handful of changes to the fee structure and some language changes in both the permit application and the Board Policies that govern this process for clarity and consistency.

Proposed Fee Changes:

- A round-up or round-down of fees to the nearest whole dollar amounts to eliminate increments under one dollar in individual hourly fees.
- Rates for the costs associated with overtime for custodial and kitchen supervision were increased to reflect new hourly wage scales.
- Fees for Middle/Elementary School fields and Asphalt/Concrete Areas changed to hourly rate of \$10 for partial and \$15 for full opposed to daily rates of \$15.50 for partial cost users and \$20.75 for full cost users.

Proposed Language Changes – Board Policy and Rule 1330:

1. Added the word “Youth” to Community Groups to reflect the proper title for groups governed by Priority Use 5.

2. The time frame referenced for submitting permit requests in Item 3 in the Rule is being changed from two to three weeks to reflect what has been required for years and to match the existing language in facilities use permit application.

3. Language was added to items 6 and 7 in the Rule for clarity on terms as well as to prohibit additional use of facilities to any group that has outstanding fees that are 90 days or greater past due since the date of billing.

Proposed Language Changes – Board Policy 1331:

1. A handful of additional examples were added to the School Activity Group classification definition.

2. The same change made to the facilities use permit application regarding fees for Kenosha Unified Community Youth Groups as described earlier in item 3 of the proposed language changes made to the permit application.

Administration recommends Board approval of the revisions to the Facilities Use Permit Application as well as a first reading of changes to Board Policy and Rule 1330 and Board Policy 1331 as described in this report.”

Ms. Stevens moved to approve the revisions to the Facilities Use Permit Application as well as a first reading of changes to Board Policy and Rule 1330 and Board Policy 1331. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the New Course Proposals: Harborside Academy submitted by Mr. Trent Barnhart, Assistant Principal at Harborside Academy; Mr. William Haithcock, Principal at Harborside Academy; Mrs. Julie Housaman, Chief Academic Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“Harborside Academy proposes adding Creative Writing 2 and Introduction to High School Art Courses to their course offerings. Creative Writing 2 is a course that will expand the existing Creative Writing 1 curriculum offered to 9th or 10th grade students to 11th and 12th grade students who have successfully completed Creative Writing 1.

Currently Harborside offers Foundations of Lines and Drawing as an introductory art course. This course has been identified as being unique to the Indian Trail Academy program; and, for this reason Harborside proposes the addition of an Introduction to High School Art course as a replacement for the Foundations of Lines and Drawing course.

Administration recommends that the school board approve Creative Writing 2 and Introduction to High School Art courses at the May 28, 2019 meeting.”

Mrs. Modder moved to approve Creative Writing 2 and Introduction to High School Art courses. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Course Change Proposal: Harborside submitted by Mr. Haithcock, Mrs. Housaman, and Dr. Savaglio-Jarvis, excerpts follow:

“A Course Change Proposal involving a new course name is being submitted in the area of math for Harborside Academy. The current course name, Math Literacy, created confusion for students and families regarding the instructional purpose of the course. The proposed name change, Math Seminar, provides a clear indication that instruction is focused on foundational math skill development.

Administration recommends that the School Board approve the proposal for a new course name for the math course at Harborside Academy.”

Mrs. Modder moved to approve the proposal for a new course name for the math course at Harborside Academy. Mr. Garcia seconded the motion. Unanimously approved.

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

“The Wisconsin Department of Workforce Development will award this competitive grant to eligible applicants who demonstrate a need for acquisition of equipment used in advanced manufacturing fields in the workplace. The grant seeks to support school districts that are providing workforce skills training for the high demand fields in advanced manufacturing. Applicants are required to identify the specific target occupations for their training and to demonstrate the demand for jobs and career opportunities in that advanced manufacturing industry.

The Wisconsin Fast Forward Advanced Manufacturing Technical Education Equipment Grant focus is the purchase of equipment to support the Industry 4.0 instruction. Kenosha Unified School District will begin to offer this course in the 2019-20 school year.

The current equipment in district schools does not meet the need of training students for the fourth industrial revolution. In order to prepare students to work in local industries, equipment needs to be updated and teachers upskilled. Gateway Technical College has agreed to provide teacher training in the summer and provide a stipend to teachers for the time spent in training. Gateway Technical College selected the equipment that is required to teach the courses to ensure that it will meet the needs of local employers. This grant will support the purchase of equipment essential for the third course in the Industry 4.0 pathway.

The equipment request for the Introduction to Industrial Robotics course includes: Skill Boss Smart Factory (\$17,850) and FANUC Cert Cart (\$35,000). The total equipment cost for the entire class is \$61,097 per school for a total of \$183,291 for the district (three schools). Kenosha Unified School District is requesting the maximum grant amount of \$50,000. The remaining \$133,291 will be covered from the budget assumption that was approved in November 2018.

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

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

Dr. Savaglio-Jarvis presented the Request to Submit the School-Based Mental Health Services Grant to the Wisconsin Department of Public Instruction submitted by Mrs. Bridget Kotarak, Director of Special Education and Student Support; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“The School-based Mental Health Services Grant (SMHS) appropriates funds for the development or expansion of a district-wide, K-12 comprehensive program for student mental health in collaboration with a community mental health provider. The Wisconsin Department of Public Instruction (WI-DPI) will award funds to school districts across the state on a competitive basis. Applicants must demonstrate a clear and measurable plan of collaboration with community health providers and agencies. In designing their grant application and program, applicants will choose between two grant options: Program Development Grant or Program Extension Grant.

Kenosha Unified School District will be applying for a Program Extension Grant because the district has:

- An existing agreement and collaboration with Professional Services Group, Inc., a community mental health partner;
- Mental health supports in schools in need of expansion; and
- Programs and supports in place in which sustainability is a priority.

According to the National Alliance on Mental Illness, one in five children ages 13 to 18 have or will have a serious mental illness, including mood, behavioral, or anxiety disorders. This has become an ever-increasing challenge for students, families, and schools, presenting an additional barrier for many students to learning and future success. According to the American Psychological Association, of the 20 percent of students with mental health challenges, less than half get treatment, services, or support.

In 2017-18 the Youth Risk Behavior Survey (YRBS) was given to high school students in Kenosha Unified School District. Many of the student responses highlight the increasing concerns of students and the need for preventative and intervening services among the students of our school district. For example:

- 33.5% of students (1280 respondents) indicated that during the past 12 months they have felt so sad or hopeless almost every day for two weeks or more in a row that they stopped doing one of their usual activities.
- 16.5% of students (633 respondents) answered they have seriously considered attempting suicide within the last 12 months.
- 13.6% of students (520 respondents) indicated that during the past 12 months they had made a plan about how they would attempt suicide.
- 9.5% of students (364 respondents) reported they actually attempted suicide one or more times in the past 12 months.
- 11.4% of students (438 respondents) answered they feel like they don't belong at school.

- 43% of students (1636 respondents) reported they often or almost always hate being at school.

Because of this, addressing barriers to learning, including mental health challenges, through comprehensive learning, social, emotional, and mental health supports has become an essential function of schools. College-and-career readiness requires that graduates are not only academically prepared but also socially and emotionally competent. Therefore, addressing these challenges and the barriers to learning cannot be optional as social-emotional development, mental health, and academic achievement have a critical connection in the success of all students.

The 2019-2021 School-Based Mental Health Grant Program offered by the Wisconsin Department of Public Instruction will greatly support KUSD in expanding direct and indirect mental health services already in place at eleven district schools through our partnership with our community mental health provider partner, Professional Services Group, Inc. Students at six additional schools will benefit from the opportunities offered through this grant program.

Administration recommends that the school board approve the application for the SchoolBased Mental Health Services Grant in the amount of \$75,000 and implement if received from the Wisconsin Department of Public Instruction.”

Ms. Stevens moved to approve the application for the School Based Mental Health Services Grant in the amount of \$75,000 and implement if received from the Wisconsin Department of Public Instruction. Mrs. Modder seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Request to Purchase and Implement Continuous Improvement Model submitted by herself, excerpts follow:

“KUSD’s mission is to “provide excellent challenging learning opportunities that prepare each student for success.” KUSD’s vision is to be the “State’s Top Performing Urban School District” where stakeholder expectations are consistently exceeded. Guided by a set of core values, developed with students as the central focus, the district is seeking to develop and implement a continuous improvement model to support the realization of its mission, vision, core values and promise of a best-in-class education to the students served.

The District has articulated and instituted a well-defined Pathway to Success, which is the KUSD’s strategic plan through 2022. There are 15 objectives identified within the five goal areas. These goal areas provide organizational direction for achieving success.

The intent of this partnership is to seek a continuous improvement practice to ensure that KUSD continues to grow in all aspects of the organization. School districts thrive when students and staff continually improve, seeking excellence. Removing barriers to improve learning results is a challenge in most education organizations. KUSD needs to access the principles, processes and toolset of continuous improvement and evidence-based leadership to go beyond the current success.

The District is seeking an organizational partner to engage in the establishment and execution of a system wide continuous improvement model. The model will enable, support and accelerate the ongoing achievement of strategic goals that define success for the students

and stakeholders served by the District. The direction is to build capacity within the organization. Continuous improvement means leaders at every level of the organization have the skill and will to reduce in areas not producing gains, skill to remove the barriers for both internal and external stakeholders by solving problems that interfere with learning and work by improving system processes; therefore, increasing results.

Administration recommends that the Board of Education approve Studer Group L.L.C. as an organizational partner to provide professional learning, resources, tools and strategies for the successful implementation of a system-wide continuous improvement model funded via Title IIA grant funds.”

Ms. Stevens moved to approve Studer Group L.L.C. as an organizational partner to provide professional learning, resources, tools and strategies for the successful implementation of a system-wide continuous improvement model funded via Title IIA grant funds. Mrs. Modder seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Open Enrollment Applicants for School Year 2019-2020 submitted by Ms. Rohde; Mrs. Kotarak; Ms. Valeri; Mrs. Housaman; Mr. Kristopher Keckler, Chief Information Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“The Wisconsin Department of Public Instruction (DPI) requires school districts to allocate open enrollment allocations prior to the start of the open enrollment application period. The Wisconsin open enrollment application period began on February 4, 2019, and closed on April 30, 2019. Once the regular Open Enrollment process is over, students from a non-resident district may continue to apply for immediate admittance to a non-resident district if he/she meets one of the criteria as noted by the Alternative Open Enrollment Application process only if the board did not limit spaces for that applicable grade level.

At the January 22, 2019, Board of Education Regular Meeting the Kenosha Unified School Board formally affirmed the availability of spaces for both general and special education students seeking entrance into the Kenosha Unified School District under the Open Enrollment Statute for School Year 2019-20. The School Board affirmed the availability of a total 191 spaces, 19 of which were designated for selected special education programs/services.

After receiving applications from the state’s Open Enrollment Applications Log (OPAL) the Offices of Educational Accountability, School Leadership, Special Education/Student Support and Early Childhood conferred to match available District spaces to the application pool of requests made by candidates seeking entrance into KUSD. Additionally, guidelines concerning student enrollment preferences and sibling preferences were also revisited.

With the close of this year’s open enrollment application window by DPI on April 30, 2019, all students in the OPAL system were listed on a master roster in alphabetical order. Each student was then assigned an applicant sequence number with the first person listed on the roster being tagged as number one and the remaining students who were on the OPAL listing were also assigned a sequence number.

As allowed by Wisconsin statute and Board policy, preference was given to students currently attending Kenosha Unified and their siblings. Each student was provided a lottery ranking even though a student’s denial may have been recommended in the application review

process. This is done because some special education or expulsion records may not have been received from the resident district at the time of the selection process. A lottery ranking selection process was conducted separately for each grade. If there are more applicants than spaces available at a given grade then lottery rank is used to select which student gets their preference. School placements are also made on a random basis when no school preference or restriction is indicated on the OPAL application.

On May 16, 2019, a lottery meeting was conducted in the Office of Educational Accountability to assign petitioning students to available District spaces. A representative from Kenosha Unified served as the “unbiased” witness to the student assignment process and drew lots during the lottery process.

Administration recommends approval of applicants identified as numbers: 1, 2, 3, 5, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 84, 85, 86, 87, 89, 91, 92, 93, 94, 95, 96, 98, 99, 100, 101, 102, and 104 due to available space at the grade level, school requested and special education or related services required by the IEP.

Administration recommends denial of applicants identified as numbers: 4, 6, 11, 36, 67, 83, 88, 90, 97, and 103 due to one of the following reasons: overcapacity at the grade level, special education related services required by the IEP, limitation of school requested, age ineligibility, habitual truancy, or expulsion in the current or preceding two years.”

Mr. Battle moved to approve Administration’s Recommendation for approval of applicants identified as numbers: 1, 2, 3, 5, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 84, 85, 86, 87, 89, 91, 92, 93, 94, 95, 96, 98, 99, 100, 101, 102, and 104 due to available space at the grade level, school requested and special education or related services required by the IEP and denial of applicants identified as numbers: 4, 6, 11, 36, 67, 83, 88, 90, 97, and 103 due to one of the following reasons: overcapacity at the grade level, special education related services required by the IEP, limitation of school requested, age ineligibility, habitual truancy, or expulsion in the current or preceding two years. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Keckler presented Policy 5260 – Full Time Open Enrollment submitted by Mr. Keckler and Dr. Savaglio-Jarvis, experts follow:

“Policy 5260 – Full Time - Open Enrollment addresses the state mandate of providing open enrollment opportunities to nonresident students. Currently, the Wisconsin Department of Public Instruction (DPI) requires non-resident districts to designate regular and special education spaces at the January school board meeting for the upcoming school year. This process also allows for Alternative Open Enrollment Applications, which are available and processed starting in July of the upcoming school year.

A recent rule clarification regarding accepting Alternative Open Enrollment applications limits a non-resident district’s options with regard to the January seat approval for overall open enrollment spaces. This statutory clarification, as well as expanding a local district’s option for

sibling applications is the reason for the policy revision as presented. In a summary vantage point, if a nonresident School Board limits the available spaces for a grade level for the upcoming school year, then that district cannot approve any alternative application for that respective grade level between that January board meeting and the following September pupil count. As an example: This past January, the KUSD School Board designated a limit of 10 Open Enrollment spaces for grade 5 for the 2019-20 school year. This would mean that from that January date until the official pupil count this September, the district would have to automatically deny any alternative applications for grade 4 (February through June) or grade 5 (July through September), as a grade 4 student this spring would be a grade 5 student this fall.

The Wisconsin Department of Public Instruction has communicated that all public school districts revise and update their existing Open Enrollment policies to reflect these regulations.

Administration recommends that the Board of Education approve revised Policy and Rule 5260 as a first reading at its May 28, 2019, regular school board meeting and second reading at its June 25, 2019, regular school board meeting.”

Ms. Stevens moved to approve revised Policy and Rule 5260 as a first reading. Mr. Garcia seconded the motion. Unanimously approved.

Mrs. Modder presented the Donations to the District.

Mrs. Modder moved to approve the Donations to the District. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Modder moved to adjourn the meeting. Mr. Garcia seconded the motion. Unanimously approved.

Meeting adjourned at 8:08 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
June 25, 2019

CASH RECEIPTS	reference	total
May 2019 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	state aids register receipts	\$ 981,141.08
District Municipalities	tax settlement - May payment	11,920,664.63
Johnson Bank	account interest	1,683.58
Bankcard Services (MyLunchMoney.com)	food services credit card receipts (net of fees)	143,745.49
Bankcard Services (Purple Pass)	fine arts ticket sales receipts (net of fees)	12,347.22
Bank (RevTrak)	district web store receipts (net of fees)	37,532.08
Retired & Active Leave Benefit Participants	premium reimbursements	37,860.94
Various Sources	small miscellaneous grants / refunds / rebates	320,231.98
Total Incoming Wire Transfers		13,455,207.00
May 2019 Deposits to Johnson Bank - All Funds:		
General operating and food services receipts	(excluding credit cards)	2,531,224.99
TOTAL MAY CASH RECEIPTS		\$ 15,986,431.99

CASH DISBURSEMENTS	reference	total
May 2019 Wire Transfers-Out, from Johnson Bank to:		
<i>Payroll & Benefit wires</i>		
Individual Employee Bank Accounts	net payrolls by EFT (net of reversals)	\$ 7,778,619.07
WI Department of Revenue	state payroll taxes	497,942.75
WI Department of Revenue	state wage attachments	3,808.54
IRS	federal payroll taxes	2,689,025.61
Delta Dental	dental insurance premiums	242,785.14
Diversified Benefits Services	flexible spending account claims	39,422.79
Employee Trust Funds	wisconsin retirement system	1,487,163.72
NVA	vision insurance premiums	15,986.08
Various	TSA payments	338,953.25
<i>Subtotal</i>		13,093,706.95
<i>General Operating Wires</i>		
US Bank	purchasing card payment-individuals	197,081.06 *
Aegis	workers' compensation payment	150,000.00
Kenosha Area Business Alliance	LakeView lease payment	16,666.67
Various	returned checks	61.00
<i>Subtotal</i>		363,808.73
Total Outgoing Wire Transfers		\$ 13,457,515.68
May 2019 Check Registers - All Funds:		
Net payrolls by paper check	Register# 01110DP, 01010DP 01011DP	\$ 17,044.43
General operating and food services	Check# 578645 thru Check# 580032 (net of void batches)	12,395,990.38
Total Check Registers		\$ 12,413,034.81
TOTAL MAY CASH DISBURSEMENTS		\$ 25,870,550.49

*See attached supplemental report for purchasing card transaction information

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

Billing Cycle Ending May 15, 2019

Merchant Name	Total
HOTEL	\$ 42,270.12
3654 INTERSTATE	\$ 9,425.64
RESTAURANT & CATERING	\$ 9,406.73
PAYPAL *PHANTOM R B	\$ 5,866.00
VEHICLE MAINT. & FUEL	\$ 4,865.38
PROJECT LEAD THE WAY, INC	\$ 4,840.00
FILTRATION CONCEPTS INC	\$ 4,568.38
HOTELS.COM158307725928	\$ 4,003.20
HALLMAN LINDSAY PAINTS -	\$ 3,970.65
MENARDS KENOSHA WI	\$ 3,952.39
AIRLINE	\$ 3,317.91
HIGHWAY C SERVICE INC	\$ 3,255.85
TIMBER-LEE MINISTRIES	\$ 3,250.00
FESTIVALS OF MUSIC	\$ 3,146.50
BUILDERS HARDWARE	\$ 3,050.00
JMB & ASSOCIATES	\$ 3,023.46
HAJOCA KENOSHA PC354	\$ 2,919.00
KIMBALL MIDWEST	\$ 2,826.36
HOTELS.COM158307857192	\$ 2,668.80
PAYPAL *USDC	\$ 2,642.25
SIX FLAGS GREAT AMERICA	\$ 2,590.66
LAMERS BUS LINES, INC.	\$ 1,989.00
MARK S PLUMBING PARTS	\$ 1,935.28
AMVAN, LLC	\$ 1,734.99
USPS.COM POSTAL STORE	\$ 1,710.40
ULINE *SHIP SUPPLIES	\$ 1,600.34
QUALIFIED HARDWARE.COM	\$ 1,556.00
ASSOC SUPERV AND CURR	\$ 1,528.06
BOSCH PACKAGING SERVICE	\$ 1,503.98
METRO FARE AUTOLOAD	\$ 1,460.00
THE INFUSED CLA	\$ 1,386.00
PESI INC	\$ 1,373.32
REI*GREENWOODHEINEMANN	\$ 1,313.00
DEMCO INC	\$ 1,295.60
GRUNAU COMPANY INC	\$ 1,250.00
V BELT GLOBAL SUPPLY	\$ 1,237.84
JOHNSON CONTROLS SS	\$ 1,216.92
ENTERPRISE RENT-A-CAR	\$ 1,184.63
CONSERV FS INC	\$ 1,152.00
STERICYCLE	\$ 1,130.59
SAMS CLUB #6331	\$ 1,032.82
HOTELS.COM158670287477	\$ 1,013.25
BAUDVILLE INC.	\$ 973.39
CONNEY SAFETY	\$ 956.67
RACINE AGGREGATE	\$ 946.50
HOTELS.COM158670318726	\$ 864.05
CNK*CINEMARK HQ 001	\$ 850.08

SAMSClub #6331	\$	847.47
MOTION INDUSTRIES WI04	\$	827.98
WPY*WI ASSOCIATION OF SCH	\$	807.00
FCC*FRANKLINCVYSEMINAR	\$	742.00
DICKOW CYZAK TILE CARP	\$	720.00
LOYOLA CHGO CAS	\$	675.00
WWW.THEDANCINGHORSES.COM	\$	665.00
STU*STUMPS	\$	657.96
SQ *ROUNDAABOUT ATLANTA TR	\$	635.60
L AND S ELECTRIC INC	\$	603.00
MATHEMATICALLYMINDED	\$	594.00
MILWAUKEE PUBLIC MUSEUM	\$	583.00
ZORO TOOLS INC	\$	579.07
NASSP PRODUCT & SERVICE	\$	541.00
GFS STORE #1919	\$	535.51
REINDERS - BRISTOL	\$	511.65
HOMEDEPOT.COM	\$	502.26
NASRO	\$	500.00
FIRST SUPPLY LLC #2033	\$	486.03
CHRISTOPHER R GREEN SR	\$	485.40
DISCOVERY WORLD, LTD	\$	485.00
FUN EVENTS	\$	479.40
PLAINFIELDCOMMUNITYSCHOOL	\$	475.00
MUSIC CENTER INC	\$	459.00
AED SUPERSTORE	\$	456.30
EB SUMMER SPARK 2019	\$	450.00
LINKEDIN-464*7423744	\$	449.06
STROMBERGS CHICKS & GAME	\$	404.48
TLF*STROBBES FLOWER CART	\$	400.67
INDEED	\$	394.71
CYT CHICAGO	\$	393.40
FACEBK FY4P6J6882	\$	390.08
AIRPORTBAGS.COM - DISN	\$	390.00
RACINE ZOO - OFFICE	\$	378.00
WAL-MART #1167	\$	363.36
MSI CHICAGO	\$	360.00
FIRE BRICK	\$	356.83
UWW CAMPS AND CONFERENCES	\$	355.00
ILHMEC	\$	350.00
PICK N SAVE #871	\$	333.23
WASBO FOUNDATION	\$	330.00
LOWES #02560*	\$	329.54
HYDRO-FLO PRODUCTS INC	\$	323.99
ZOOM.US	\$	314.79
MEIJER STORE #284	\$	299.11
FREDPRYOR CAREERTRACK	\$	291.85
AT&T*BILL PAYMENT	\$	273.33
BARNES & NOBLE #2037	\$	265.65
QDOBA MEXICAN EATS	\$	263.76
HONORS GRADUATION	\$	263.20
WI SHS OWW STORE SALES	\$	260.00
NATL REST ASSN SHOW	\$	258.00
FESTIVAL FOODS	\$	246.60
JOHNSTONE SUPPLY	\$	230.95
OFFICEMAX/DEPOT 6358	\$	227.58

FORD'S THEATRE SOCIETY	\$	227.50
ENTRUST, INC.	\$	222.12
WINDY CITY NOVELTIE	\$	216.21
NSPRA	\$	216.00
AIRGASS NORTH	\$	213.32
PARTSWAREHOUSE.COM	\$	213.14
DPI WS2 MQR EPAY	\$	210.00
FERGUSON ENT #1020	\$	201.78
GRAINGER	\$	199.48
WISCONSIN CENTER FOR EDU	\$	198.00
SQ *THE MARKERBOARD	\$	196.80
PAYPAL *WFBSA	\$	195.00
AMERLIBASSOC ECOMMERCE	\$	195.00
PAOLI CLAY COMPANY	\$	190.00
COSTCO WHSE #1198	\$	189.52
NAESP-PEAP	\$	186.00
PAW*PRINGLE NATURE CENTER	\$	184.00
SHIFFLER EQUIPMENT	\$	181.95
VISTAPR*VISTAPRINT.COM	\$	180.37
AIA OF WISCONSIN	\$	180.00
OTC BRANDS, INC.	\$	179.92
WWW.THINGSREMEMBERED.COM	\$	175.19
FARM & FLEET STURTEVANT	\$	170.14
HOBBY LOBBY #350	\$	169.49
MSC	\$	162.43
KENOSHA HISTORICAL	\$	159.00
DANCEWEAR SOLUTIONS	\$	156.27
WALMART.COM 8009666546	\$	156.13
INDUSTRIAL CONTROLS	\$	153.52
OLDCASTLE PRECAST	\$	150.00
PUBLIX #1431	\$	148.67
WM SUPERCENTER #5299	\$	143.53
BELLAS BOUNCIES	\$	139.80
CC-M3 MAC ARTHUR CO.	\$	136.44
VACUUM SHOP	\$	130.81
WALGREENS #3153	\$	130.75
SHERWIN WILLIAMS 703180	\$	129.12
VIKING ELECTRIC-MILWAUKEE	\$	127.21
WAL-MART #0771	\$	126.99
IFIXIT.COM	\$	124.70
M & F MACHINERY	\$	124.24
POSITIVE PROMOTIONS	\$	120.80
WINN-DIXIE #2325	\$	117.87
MENARDS RACINE WI	\$	116.61
PICK N SAVE #874	\$	112.66
HOMEGOODS #0835	\$	110.26
THE HENRY COMPANY - EC	\$	109.76
FASTENAL COMPANY 01WIKEN	\$	108.85
TEACHER LEARNING CENTE	\$	108.75
MAGNATAGVISIBLESYSTEMS	\$	105.43
DOLLAR TREE, INC.	\$	101.28
WAL-MART #5299	\$	101.21
BOYS & GIRLS CLUB OF KENO	\$	100.00
KENOSHA COUNTY PARKS	\$	100.00
UW ATHLETIC EVENT	\$	100.00

IN *IMAGINE U, LLC	\$	100.00
BRISTOL OAKS COUNTRY CLUB	\$	99.96
WM SUPERCENTER #1167	\$	99.75
EDUCATIONAL RESEARCH NEWS	\$	97.00
AMAZON.COM*MZ6T227R0 AMZN	\$	95.84
TITANIUM METAL SUPPLY INC	\$	93.87
MIDTOWN FLORIST	\$	93.83
SCHOOL NURSE SUPPLY INC	\$	92.25
AMAZON.COM*MZ7FE97X0 AMZN	\$	89.78
AMZN MKTP US*MZ3GC3T90	\$	88.96
SIM STORE NMNH	\$	88.49
HOLLAND SUPPLY INC	\$	86.58
MARSHALLS #155	\$	86.40
DOLLAR TREE	\$	84.25
BARNES & NOBLE #3310	\$	83.96
PRAIRIE SIDE TRUE VALUE	\$	83.18
EZ PACK N SHIP ETC I	\$	82.30
DISCOUNT DANCE SUPPLY	\$	81.74
IVES GROVE GOLF LINKS	\$	80.09
ROTH PUMP CO	\$	79.20
FASTENAL COMPANY01	\$	79.13
JEWEL-OSCO	\$	78.67
CITY SUPPLY	\$	78.43
THE HOME DEPOT #4926	\$	73.84
VIKING ELECTRIC-CREDIT DE	\$	72.50
WINN-DIXIE #2327	\$	68.74
GEOGRAPHICS	\$	68.23
SPEEDY METALS - WEBSITE	\$	65.70
AMERICAN LIBRARY ASSN	\$	54.99
LINCOLN CONTRACTORS SUPPL	\$	51.42
MAILCHIMP *MONTHLY	\$	50.00
AMZN MKTP US*MZ4JX3KC0	\$	49.93
JADE LEARNING LLC	\$	49.00
CROWN TROPHY	\$	47.00
PAYPAL *BRYCEHEDSTR	\$	45.00
AMAZON.COM*MZ33Q2S52 AMZN	\$	44.68
MAXON EQUIPMENT INC.	\$	43.15
MENARDS ANTIOCH IL	\$	41.70
ATLANTIS FITNESS	\$	40.34
AMZN MKTP US*MZ9BD4EN2	\$	39.04
GLEN ERIN GOLF CLUB	\$	37.92
DISPLAYS2GO	\$	37.34
DICKS SPORTING GOODS#753	\$	34.99
AMZN MKTP US*MZ95M5SD0	\$	34.97
BADGER THERMAL UNLIMITED	\$	34.42
SMK*WUFOO.COM CHARGE	\$	34.00
ADOBE *STOCK	\$	31.64
AMAZON.COM*MN5UW8OK2 AMZN	\$	29.46
SP * BBMBATTERY.COM	\$	28.84
WM SUPERCENTER #5420	\$	26.09
REVERE ELECTRIC SUPPLY CO	\$	25.67
BETTY BRINN CHILDRENS MUS	\$	25.00
EVERYTHING POP SHOP	\$	21.28
ADOBE *CREATIVE CLOUD	\$	21.09
EDIBLE ARRANGEMENTS 803	\$	21.09

BEST BUY 00011916	\$	21.08
SOUTH HILLS	\$	21.00
TOWN & COUNTRY GLASS INC	\$	19.17
AMZN MKTP US*MN1DA93S0 AM	\$	18.99
CHANGE POINT LAUNDRY PYMT	\$	18.00
FEDEX OFFIC17400017491	\$	17.41
AMZN MKTP US*MZ1YN0JL2 AM	\$	17.39
AMZN MKTP US*MZ5IQ6R01 AM	\$	16.98
WASHINGTON NAT CATHEDR	\$	16.00
AMZN MKTP US*MZ2G20PL0 AM	\$	15.41
WALGREENS #5257	\$	15.35
SQ *DC VIP CAB	\$	14.95
CITY OF CHAS TOURISM	\$	14.00
MADISON TAXI	\$	13.00
MILLERS*MPIX	\$	12.21
WASHINGTON WELCOME C	\$	11.96
UNION CAB OF MADISON	\$	11.00
PUBLIX #1357	\$	10.57
SPOTIFY USA	\$	10.54
WALGREENS #3738	\$	9.00
FOLLETT SCHOOL SOLUTIONS	\$	8.43
PARKSIDE TRUE VALUE	\$	6.79
MCMASTER-CARR	\$	6.36
PRIME VIDEO*MZ5GP1AD1	\$	6.32
CROWN AWARDS INC	\$	(9.03)
AMAZON PRIME	\$	(13.07)
EPIC SPORTS, INC.	\$	(26.54)
AMZN MKTP US AMZN.COM/BIL	\$	(33.74)
US Bank Purchasing Card Payment	\$	197,081.06

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

June 25, 2019

Administrative Recommendation

It is recommended that the May 2019 cash receipt deposits totaling \$2,531,224.99, and cash receipt wire transfers-in totaling \$13,455,207.00, be approved.

Check numbers 578645 through 580032 totaling \$12,395,990.38, and general operating wire transfers-out totaling \$363,808.73, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the May 2019 net payroll and benefit EFT batches totaling \$13,093,706.95, and net payroll check batches totaling \$17,044.43, be approved.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa M. Salo, CPA
Accounting Manager

This page intentionally left blank

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

June 25, 2019

**PROPOSED REVISIONS TO BOARD POLICIES 1330 & 1331
(Second Reading)**

Background:

Annually, the fees charged for facilities use permits are revisited to determine if any increases are needed. This year the Director of Facilities Services recommended only a handful of changes to the fee structure and permit application which were approved at the May 28, 2019, regular school board meeting. At that meeting he also proposed some language changes in the Board Policies that govern this process for clarity and consistency. Those policy changes were also approved as a first reading at the May 28, 2019, board meeting.

Proposed Language Changes – Board Policy and Rule 1330 (Appendix A):

1. Added the word “Youth” to Community Groups to reflect the proper title for groups governed by Priority Use 5.
2. The time frame referenced for submitting permit requests in Item 3 in the Rule is being changed from two to three weeks to reflect what has been required for years and to match the existing language in facilities use permit application.
3. Language was added to items 6 and 7 in the Rule for clarity on terms as well as to prohibit additional use of facilities to any group that has outstanding fees that are 90 days or greater past due since the date of billing.

Proposed Language Changes – Board Policy 1331 (Appendix B):

1. A handful of additional examples were added to the School Activity Group classification definition.
2. The same change made to the facilities use permit application regarding fees for Kenosha Unified Community Youth Groups as described earlier in item 3 of the proposed language changes made to the permit application.

Administration Recommendation:

Administration recommends Board approval of the revisions to Board Policy and Rule 1330 and Board Policy 1331 as a second reading as described in this report.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mr. Patrick M. Finnemore, PE
Director of Facilities

POLICY 1330
FACILITIES USE

Schools are an integral part of the community in terms of its intellectual and social expression and development. To this end, the District encourages the use of District facilities (including grounds) by the community under conditions prescribed or permitted by law and in accordance with adopted policies, rules and procedures of the School Board.

It is the intent of the Board to encourage and prioritize use of the District's facilities by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups, Non-Curriculum Related Student Groups, Community **Youth** Groups, and Community Groups operating as nonprofit organizations when the facilities are available and upon specific request. It is the intent of the Board to allow the use of District facilities by for-profit and other groups on a limited basis.

The primary use of District facilities is for District activities including curricular, extracurricular and recreational activities. School facilities are generally not available for community use during regularly scheduled school hours or when otherwise in use for District activities.

Authorization for use of District facilities shall not be construed as an endorsement of or approval of any group or organization, nor the purpose it represents. Furthermore, such authorization shall not be construed to allow the permanent institutionalization of community groups or organizations within District facilities.

The Board retains the right to deny use of District facilities and shall be the final authority in all cases. Uses of District facilities for the following shall be strictly prohibited: (1) usage for obscene, pornographic, lewd, vulgar or indecent purposes; and (2) usage that will likely cause substantial disruption or materially interfere with the proper and orderly operation and discipline of the District's schools.

The District's Chief of School Leadership, Director of Facilities Services or Building Principal is authorized to approve/deny and schedule the use of District facilities in accordance with Board policies, rules and procedures. If the request for use is denied, the requesting party may appeal to the Board of Education for approval.

LEGAL REF.: Wisconsin Statutes

Sections	120.12(1)	[Board duty; care, control and management of school property]
	120.12(9)	[Board duty; use for discussion of public questions]
	120.125	[Use for before and after-school child care programs]
	120.12(17)	[Board power; temporary use of school property and authority to charge use fees]
	120.13(19)	[Board power; use for community education programs]
	120.13(21)	[Board power; use for educational lectures]
	120.13(35)	[Board power; presence of persons in school buildings]

Wisconsin Administrative Code

HSS 172.05 [Swimming pool staffing rules]

Equal Access Act [Access to school facilities by non-curriculum related student groups]

Boy Scouts of America Equal Access Act [Access to school facilities by Boy Scouts and other designated youth groups]

POLICY 1330
FACILITIES USE
Page 2

CROSS REF.: 1310, Tobacco Use on School Premises
1331, Classification of Groups Using School District Facilities
1333, Charges for Use of District Facilities & Grounds
1350, Use of District Equipment by Community Groups
1600, Visitors
1812, Relations with Parent-Teacher Organizations
3600, School Safety
3622, Access to School Buildings and Grounds
5436, Weapons
6570, Before and/or After-School Child Care Programs

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: May 28, 1991
May 27, 2003
December 19, 2006
November 27, 2012
December 18, 2012
February 28, 2017
June 25, 2019

**RULE 1330
FACILITIES USE**

The following rules govern the use of District facilities (including grounds) by all organizations and individuals. Violation of these rules may result in revocation of approval, denial of future requests for facility use and/or legal action.

1. No organization or individual shall be permitted to use District facilities when such use interferes with the use of the property for school purposes or school related functions. The determination of whether a requested use interferes with use of the facilities for school purposes or school related functions shall be made by the building principal (where applicable) and the District's Director of Facilities Services/designee.
2. Requests for use of District facilities shall be initiated by the sponsoring person or organization by enrolling and requesting facility use through the "CommunityUse" calendar and request system online.
3. Requestors shall log into their account online, complete the Facility Use Request, and enter it into the online request system at least ~~two~~ **three** weeks in advance of the proposed date(s) of use. ~~Upon~~ **At the time of** entering the Facility Use Request online, a \$20.00 permit processing fee shall be paid at the building that is being requested to use. In the event the permit request is denied, the \$20.00 fee will be returned to the requestor. The requested school will approve/decline the Facility Use Request through the online request system. All participating organizations or groups must be named in the request.
4. All requests must be reviewed by and are subject to the approval of the Director of Facilities Services/designee and building principal (where applicable).
5. Agreements for use of District facilities must be acknowledged by all responsible applicants.
6. Applicants and users must follow all policies, rules and procedures of the District, local ordinances, and Wisconsin Statutes governing the use of public school facilities.
7. Applicants are responsible for any applicable **rental** fees and **additional** costs associated with their rental of District facilities in accordance with District Policies 1331 and 1333. Such fees and costs must be paid within 30 days of the billing or shall be subject to the accrual of interest at a rate of twelve percent (12%) per annum. **No future Facilities Usage will be allowed to a requestor/organization that has outstanding fees and costs that are 90 days or greater past due since the date of the billing.**
8. If additional services are required, the applicant must make separate arrangements with the Director of Facilities Services/designee. Such additional services may subject the applicant to additional fees or charges as determined by the Director of Facilities Services/designee.
9. Approved applicants shall not sublet or otherwise transfer their approved usage of District facilities to other persons, entities or organizations.
10. Approved applicants shall be responsible for any damage or loss to District property resulting from their usage and shall reimburse the District for all such damage or loss immediately upon receipt of a written demand for payment from the District.
11. District facilities are to be used only for the purpose and in the areas identified in the rental agreement with the District.
12. Organizations advertising or announcing programs to be held on District property shall identify their sponsorship in any advertisements or announcements of such programs.
13. Applicants will save and hold the District and the District's employees and agents harmless from and against any losses, damages, liability, or expenses (including reasonable attorneys' fees) resulting from, claimed by or against, or incurred by the District, arising from any injury to any person or loss of or damage to any property, to the extent caused by or resulting from any negligence or willful acts or omissions of the applicant or the applicant's use of the District's property and facilities, except to the extent of the negligence or willful conduct of the District or its employees, agents, and invitees.

RULE 1330
FACILITIES USE
Page 2

14. As determined by the Director of Facilities Services/designee, liability insurance coverage may be required of an applicant. When requested, a Certificate of Insurance, in a form acceptable to the Facilities Department, must be submitted along with the \$20.00 permit fee. The minimum acceptable policy limit is \$1,000,000.00 and the District must be named as an additional insured covered by the policy.
15. All cancellations must be made at least five (5) business days in advance of the intended use to either the Facilities Services office or at the applicable building location. The rental cost will be assessed for failure to cancel an approved rental.
16. There is a one-hour MINIMUM usage per rental.
17. All applicants shall be responsible for the conduct and control of any patrons, participants or invitees and must provide sufficient supervision to satisfy the Building Principal and/or Director of Facilities Services/designee that the event will be adequately controlled.
18. The District is not responsible for any personal items of the applicant or other persons using the facilities that are lost, stolen or broken.
19. The applicant and users of District facilities must follow and enforce all state and local laws governing fire prevention and safety.
20. Use of District facilities is contingent upon the availability of custodial services and other necessary services.
21. The possession and use of tobacco products, alcoholic beverages, intoxicants or illegal controlled substances on District property is strictly prohibited.
22. Gambling of any kind is prohibited.
23. Disorderly conduct is prohibited.
24. The use of power driven recreational apparatuses such as snowmobiles, go-carts, mini-bikes, miniature airplanes, and self-propelled modes of transportation such as bicycles, skateboards, roller skates, roller blades and scooters shall not be permitted on District property without the express consent of the Director of Facilities Services/designee. This excludes any electronic, battery operated or mechanical transportation aid for individuals with physical disabilities.
25. Practice for the improvement of golf skills, including the swinging of golf clubs or hitting of golf balls, is not permitted on District property.
26. Use of an open flame on District property is strictly prohibited.
27. The District reserves the right to remove any individual or organization from District facilities for violation of District policies or rules.
28. Any individual or organization failing to conduct their usage consistent with District policies, rules and procedures may be denied subsequent rental.
29. All conditions or situations not covered by these rules shall be handled on a case-by-case basis by the District and the Director of Facilities Services/designee.
30. District facilities shall be open to inspection, at all times, by authorized representatives of the School Board.
31. Approval may be denied if the intended use is contrary to District policy, conflicts with use of the property for school purposes, or may result in danger to others or District property.
32. Lifeguards must be chosen from the Recreation Department's approved list, paid by the user, and must be on duty anytime that the pool is rented. State law and regulations shall be followed when staffing the pool.

POLICY 1331

CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES

Permitted usage and availability of District facilities shall be determined by classification of the group requesting use of the facility. Charges for use of District facilities, including rental and custodial fees, shall vary in accordance with such classification.

The Director of Facilities Services or designee will categorize groups eligible to use District facilities under one of the seven classifications defined below. District facilities shall be made available to eligible groups in the following order, as space and priority allow:

1. School Activity Groups
2. Recreation Department Sponsored Groups
3. School Related Activity Groups
4. Non-Curriculum Related Student Groups
5. Kenosha Unified Community Youth Groups
6. Kenosha Unified Community Groups
7. For-Profit and Other Groups

Classification of groups using District facilities shall be as follows:

1. School Activity Groups

School Activity Groups are those groups that are directly related to a District educational program or extracurricular program sponsored by the District, including academic, athletic, cultural and social group activities (e.g., drama clubs and cheerleading), **SADD, FBLA, DECA, etc.**)

School Activity Groups will be permitted to use District facilities during non-school hours, with the permission of the Building Principal or Director of Facilities Services, and when such use does not interfere with District purposes. The District will waive the rental fee. The actual custodial fee beyond the normal custodial working hours will be charged to the appropriate school account.

2. Recreation Department Sponsored Groups

Recreation Department Sponsored Groups are those groups or programs that are directly sponsored and administered by the District's Recreation Department.

Recreation Department Sponsored Groups will be allowed to use District facilities for any lawful purpose that promotes the recreation and physical fitness of the District's residents and students. (e.g., senior citizens and summer recreation)

Recreation Department Sponsored Groups will be permitted to use District facilities during non-school hours with the permission of the Coordinator of Athletics/Physical Education and/or Director of Facilities Services, and when such use does not interfere with District purposes or by School Activity Groups. The District will waive the rental fee. The actual custodial fee beyond the normal custodial working hours will be charged to the Recreation Department.

3. School Related Activity Groups

School Related Activity Groups are those groups not under direct sponsorship of the school or District, but related to the schools in that they are organized for the sole purpose of supporting the District's schools and improving District education (e.g., parent-teacher and parent booster groups).

POLICY 1331
CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES

Page 2

School Related Activity Groups will be permitted to use District facilities during non-school hours with the permission of the Building Principal and/or Director of Facilities Services, and when such use does not interfere with District purposes, or use by School Activity Groups or Recreation Department Sponsored Groups. The District will waive the rental fee. The actual custodial cost beyond the regular custodial working hours will be charged to the School Related Activity Group.

4. Non-Curriculum Related Student Groups

Non-Curriculum Related Student Groups have the following characteristics:

- a. The group is comprised of District students.
- b. The subject matter of the group is not actually taught, or will not soon be taught, as a regularly offered course of the school.
- c. The subject matter of the group does not concern the body of courses as a whole.
- d. Participation in the group is not required for a particular course.
- e. Participation in the group does not result in academic credit.
- f. Group meetings are not directed, controlled, conducted or regularly attended by non-school persons.

Non-Curriculum Related Student Groups will be given equal access and priority to District facilities. The District will not deny equal access or a fair opportunity to, or discriminate against, any Non-Curriculum-Related Student Group who wishes to conduct a meeting on the basis of the religious, political, philosophical, or other content of the speech at such meetings.

Non-Curriculum Related Student Groups may not be sponsored by the school, the District, or their agents or employees. Meetings of Non-Curriculum Related Student Groups must be student-initiated and voluntary.

Non-Curriculum Related Student Groups will be permitted to use District facilities for any purpose that does not materially and substantially interfere with the orderly conduct of educational activities within the school. The District retains the right to deny access to District facilities to maintain order and discipline on school premises, to protect the wellbeing of District students and faculty, and to assure that attendance of students at meetings is voluntary.

Non-Curriculum Related Student Groups will be permitted to use District facilities during non-school hours with the permission of the Building Principal and/or Director of Facilities Services, and when such use does not interfere with District purposes, or by School Activity Groups, Recreation Department Sponsored Groups or School Related Activity Groups. The District will waive the rental fee. The actual custodial cost beyond the normal custodial working hours will be charged to the Non-Curriculum Related Student Groups

5. Kenosha Unified Community Youth Groups

A Kenosha Unified Community Youth Group is a non-profit group or organization whose primary purpose is to serve children and youth of the Kenosha Unified School District (e.g., Scouts and youth sports). The focus of the use of District facilities must be to provide a program that actively involves young people who reside within the boundaries of the District.

The Kenosha Unified Community Youth Groups will be permitted to use District facilities during non-school hours with the permission of the Building Principal and/or Director of Facilities Services, and when such use does not interfere with District purposes, or by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups or Non-Curriculum Related Student Groups. ~~The District will waive the rental fee; however, if the event or activity is a fundraiser, or user/hourly fees are charged to participants, the Kenosha Unified Community Youth Group will be charged a rental fee.~~ **Rental fees may or may not be waived based on the nature of the organization:**

- **Groups where organizers, coaches, leaders, or other individuals associated with the group are not compensated for their volunteer work will have fees waived by the District. This includes, but is not limited to, Scouts and recreational sports programs, such as the Boys & Girls Club recreational teams.**
- **Groups where organizers, coaches, leaders, or other individuals associated with the group are compensated in some financial manner for their services, will be charged the partial rental fee rate. This includes, but is not limited to, club sports teams and travel teams.**

The actual custodial fee beyond the normal custodial working hours will be charged to the Kenosha Unified Community Youth Groups.

6. Kenosha Unified Community Groups

Kenosha Unified Community Groups are nonprofit groups that intend to use District facilities for a lawful non-school purpose primarily for adults.

To qualify as a Kenosha Unified Community Group, at least 51% of the owners or members of the group or at least 51% of its attendees during use of District facilities must be residents of Kenosha Unified attendance area. Certified lists of members, owners, or attendees, with addresses, may be requested when applying for use of District facilities.

Kenosha Unified Community Groups may use District facilities during non-school hours with the permission of the Building Principal and/or Director of Facilities Services and when such use does not interfere with District purposes or by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups, Non-Curriculum Related Student Groups or Kenosha Unified Community Youth Groups.

Kenosha Unified Community Groups will be charged rent for the use of facilities and actual custodial fee beyond the normal custodial working hours.

7. For-Profit and Other Groups

For-Profit and Other Groups are groups, organizations or individual(s) that intend to use District facilities for a lawful non-school purpose and do not fall within any of the other classifications stated herein.

To qualify as a For-Profit and Other Group, at least 51% of the owners or members of the group or at least 51% of its attendees during use of District facilities must be residents of Kenosha Unified attendance area. Certified lists of members, owners, or attendees, with addresses, may be requested when applying for use of District facilities.

POLICY 1331
CLASSIFICATION OF GROUPS USING SCHOOL DISTRICT FACILITIES
Page 4

For-Profit and Other Groups may use District facilities during non-school hours with the permission of the Building Principal and/or Director of Facilities Services and when such use does not interfere with District purposes, or by School Activity Groups, Recreation Department Sponsored Groups, School Related Activity Groups, Non-Curriculum Related Student Groups, Kenosha Unified Community Youth Groups or Kenosha Unified Community Groups. For-Profit and Other Groups will be charged rent for use of facilities and actual custodial fee beyond the normal custodial working hours.

Nothing in this policy or any other District policy is intended to prohibit or affect the use of District facilities for free discussions of public questions upon the written application of one-half of the District's electors pursuant to state law.

LEGAL REF.: Wisconsin Statutes

Sections 120.12(1)	[Board duty; care, control and management of school property]
120.12(9)	[Board duty; use for discussion of public questions]
120.125	[Use for before and after-school child care programs]
120.13(17)	[Board power; temporary use of school property and authority to charge use fees]
120.13(19)	[Board power; use for community education programs]
120.13(21)	[Board power; use for educational lectures]
120.13(35)	[Board power; presence of persons in school buildings]

Wisconsin Administrative Code

HSS 172.05 [Swimming pool staffing rules]

Equal Access Act [Access to school facilities by non-curriculum-related student groups]

Boy Scouts of America Equal Access Act [Access to school facilities by Boy Scouts and other designated youth groups]

CROSS REF.: 1310, Tobacco Use on School Premises

1330, Facilities Use

1333, Charges for Use of District Facilities & Grounds

1812, Relations with Parent-Teacher Organizations

5436, Weapons

6570, Before and/or After School Child Care Programs

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: May 28, 1991
May 27, 2003
December 18, 2012
February 28, 2017
June 25, 2019

KENOSHA UNIFIED SCHOOL DISTRICT

June 25, 2019

Policy 5260 - Full Time Open Enrollment

Policy 5260 – Full Time - Open Enrollment addresses the state mandate of providing open enrollment opportunities to nonresident students. Currently, the Wisconsin Department of Public Instruction (DPI) requires non-resident districts to designate regular and special education spaces at the January school board meeting for the upcoming school year. This process also allows for Alternative Open Enrollment Applications, which are available and processed starting in July of the upcoming school year.

A recent rule clarification regarding accepting Alternative Open Enrollment applications limits a non-resident district's options with regard to the January seat approval for overall open enrollment spaces. This statutory clarification, as well as expanding a local district's option for sibling applications is the reason for the policy revision as presented. In a summary vantage point, if a nonresident School Board limits the available spaces for a grade level for the upcoming school year, then that district cannot approve any alternative application for that respective grade level between that January board meeting and the following September pupil count. As an example: This past January, the KUSD School Board designated a limit of 10 Open Enrollment spaces for grade 5 for the 2019-20 school year. This would mean that from that January date until the official pupil count this September, the district would have to automatically deny any alternative applications for grade 4 (February through June) or grade 5 (July through September), as a grade 4 student this spring would be a grade 5 student this fall.

The Wisconsin Department of Public Instruction has communicated that all public school districts revise and update their existing Open Enrollment policies to reflect these regulations.

Administrative Recommendation:

At its May 28, 2019, regular meeting the Board of Education reviewed and approved the listed revisions as a first reading. Administration recommends that the Board of Education approve revised Policy and Rule 5260 for a second reading at its June 25, 2019, regular school board meeting.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Kristopher Keckler
Chief Information Officer

POLICY 5260
FULL TIME OPEN ENROLLMENT

Nonresident Students Attending School in the District

A nonresident student residing within the State of Wisconsin may apply for full-time enrollment in a Kenosha Unified School District school under the public school open enrollment program in accordance with state law and established procedures. The district shall use the following criteria when accepting or rejecting a nonresident student's application for full-time enrollment:

1. The district shall consider the availability of space in the schools and classrooms within the district, student-teacher ratios including educational assistant ratios, and enrollment projections. Space availability decisions shall be made in accordance with district policies and procedures.
2. The district shall not enroll a student if that student was habitually truant during any semester of attendance from the ~~nonresident-enrolled~~ school district in the current or previous school year.
3. The district shall not enroll a student during the term of the student's expulsion from another school district. Further, the district shall not enroll a student who has been expelled from another district during the preceding two school years or has disciplinary proceedings pending for endangering the health, safety, or property of others, conveying or causing to be conveyed any threat made to destroy any school property by means of explosives, or possessing a dangerous weapon while at school or under the supervision of a school authority. If any of these disciplinary actions occur after initial acceptance of the student and prior to the beginning of the school year in which the student first enrolls in the Kenosha Unified School District, the student's enrollment shall be denied.
4. A student with special education needs will be considered for enrollment only if the special education program or services described in the student's individual educational program (IEP) are currently available in the district and there is space available in the required program. When determining space availability, consideration shall be given to class size limits, teacher-student ratios and enrollment projections. If a nonresident student's IEP changes after the student begins attending school in the Kenosha Unified School district and the special education program or services required by the IEP are not available in the district or there is no space available in the special education program identified in the IEP, the district shall deny the student's continued enrollment in the district.
5. A student who has been screened for possible disability and need for special education by the student's resident district or who has been identified or reported as a student with a disability and need for special education, but not yet evaluated by an IEP Team in the resident district, shall be considered for enrollment only after the student's resident district completes the evaluation process. Upon completion of the IEP Team evaluation process, the district shall consider the open enrollment application as per item (4) above.

The Kenosha Unified School District shall ~~give preference in guarantee acceptance of~~ full-time open enrollment applications to the siblings of nonresident students already attending school in the district, **even if there are more sibling requests than board approved spaces**. If the district receives more nonresident student applications for a particular grade, program or school than there are available spaces, students will be accepted for enrollment on a random **lottery applied** basis.

POLICY 5260
FULL TIME OPEN ENROLLMENT
Page 2

Once accepted for enrollment, the district shall assign the nonresident student to a school or program in accordance with district policies and procedures. The district shall give preference in attendance at a school, program, class or grade to resident students who live outside the school's attendance area.

Nonresident open enrollment students will not be required to reapply more than once, except:

- All nonresident open enrollment students attending elementary school in the District shall be required to reapply for enrollment prior to admission to middle school.
- All nonresident open enrollment students who come into the district on open enrollment at the middle school level will need to reapply for open enrollment at the high school level.

Student transportation shall be the responsibility of the student's parent(s)/guardian(s) or the adult student except as otherwise required by law.

Nonresident open enrollment students attending a school or program in the district have all the rights and privileges of resident students and are subject to the same rules and regulations as resident students.

Nonresident open enrollment students may have their enrollment terminated due to habitual truancy. The definitions and notifications for open enrolled habitual truant students will be consistent with those of resident students (KUSD Policy 5310). The resident school district of open enrolled students will also receive these notifications.

Nonresident students that attend a school that does not offer WIAA athletics will be assigned, on a lottery basis, a WIAA-eligible school for sports, extra-curricular activities and fine arts.

The school board shall guarantee open enrollment approval to currently attending Kenosha Unified pupils who submit a completed open enrollment application. Currently attending pupils will not impact the open enrollment space allocations approved by the board.

Alternative Open Enrollment Applications

Alternative Open Enrollment applications may be submitted in accordance with the identified process starting in July for the upcoming school year. Nonresident students and parents may submit an alternative application based on the listed criteria during the designated window for such applications.

A nonresident school board may not approve an alternative application submitted prior to the 3rd Friday in September if the board did not approve all applications for the pupil's grade or special education service that were submitted in the regular application period for the same school year. A nonresident school board may not approve an alternative application submitted after the January school board meeting for a current school year if the board limited the number of spaces available in the pupil's succeeding grade or special education service for applications submitted under the regular application procedure for the following school year.

POLICY 5260
FULL TIME OPEN ENROLLMENT
Page 3

Resident Students Attending School Outside of the District

Any student residing in the Kenosha Unified School District **who has already provided the required resident verification material** shall be allowed to attend public school in another district on a full-time basis if the student has filed the appropriate application with that school district and has been accepted for enrollment.

The student's parent(s)/guardian(s) or the adult student shall be responsible for providing student transportation to and from the nonresident district.

A resident student attending school outside the district under open enrollment may be allowed to enroll in Part Time Open Enrollment for up to two high school courses at a time in the resident district as outlined in the Part Time Open Enrollment Policy **5270**. However, a resident student attending school outside the district under open enrollment may not be allowed to participate in extracurricular activities in the resident district.

LEGAL REF.: Wisconsin Statutes

- Sections 118.13 [Pupil discrimination prohibited]
- 118.15 [Compulsory school attendance]
- 118.16 [School attendance enforcement]
- 118.51 [Full-time open enrollment]
- 118.52 [Part-time Open Enrollment]
- 121.84 [Tuition waiver; **special cases**]
- Chapter 115, Subchapter V (Students with disabilities program requirements)

CROSS REF.: 4351.1 Teaching Load

- 5110 Equal Educational Opportunity**ies/Discrimination Complaint**
- 5120 Student Enrollment Reporting
- 5200 School Admissions
- 5210 Entrance Age
- 5220 Nonresident Students (Excluding Open Enrollment)
- 5250 Emancipated Minors
- 5270 Part Time Open Enrollment
- 5310 Student Attendance
- 5320 School Attendance Areas
- 5330 Assignment of Students to Schools
- Special Education Program and Procedure Manual*

AFFIRMED: January 27, 1998
May 27, 2008
January 25, 2011
February 28, 2013
January 27, 2015
January 26, 2016
March 27, 2018
June 25, 2019

Kenosha Unified School District
Kenosha, Wisconsin

June 25, 2019

KTEC Assistant Principal

Background:

KTEC is a charter school with two campuses that serves students in Pre-K through grade 8. With almost 800 students at KTEC West, the governance board of KTEC has approved the addition of an additional Assistant Principal for KTEC West. The administration and the governance board believe with the uniqueness of two buildings and the additional management demands placed on charter schools, that this position is necessary to maintain the integrity of their program. Please see attachment A.

The assistant principal position would be funded through KTEC's Operational Funds at an estimated cost of \$120,153.10. Please see attachment B.

Assistant principals are part of the AST contract/policy and would be an additional person that would be added to the AST group.

Recommendation:

KTEC's administration and board of directors are seeking approval of the newly added assistant principal position to KTEC West.

Dr. Sue Savaglio-Jarvis
Superintendent

Susan Valeri
Chief of School Leadership



June 12, 2019

Dear KUSD Board,

The KTEC Governance Board of which I am the President, recently approved the addition of another assistant principal. The current structure of one principal being responsible for two buildings with one assistant principal at each campus is not meeting the needs of KTEC staff and students. This is especially true at our West campus that serves almost 800 students. When Dr. Andersson is at East this large building is left with one assistant principal.

We believe that the uniqueness of two buildings and the additional management demands placed on charter schools make this position a necessity for the continued success of KTEC. The KTEC administration team is overseeing a \$10,000,000 building. They collaborate with the facilities' department to ensure needed capital projects are completed to keep the buildings safe and operational. Our administrative team also acts as their own curriculum and instruction department.

As you are aware, KTEC operates on eighty percent of the maximum revenue per member as determined by the state revenue limit. This position is prioritized to be a part of the KTEC budget as negotiated in the charter agreement.

Thank you for your understanding of the need for this position.

Sincerely,

Paul Fegley

KTEC Governance Board President

KTEC East
6811 - 18th Avenue
Kenosha, WI 53143
Ph. (262) 359-3800
Fax (262) 359-3850

KTEC West
5710 32nd Avenue
Kenosha, WI 53144
Ph. (262) 359-7100
Fax (262) 359-7070

Kusd.edu/ktec
Facebook.KTECKUSD
@KTECschool

BUDGET ASSUMPTION SUMMARY - EXPENDITURE

Title: KTEC Assistant Principal **Budget Year:** 2019 - 2020

Department: KTEC **Budget Manager:** Angela Andersson

REQUEST

KTEC is adding a second assistant principal at our West campus.

RATIONALE/ INSTRUCTIONAL FOCUS

In order to meet the needs of students, staff, and families at KTEC, a second assistant principal will be placed at our West campus. Currently, with one principal overseeing two buildings, our West campus with 800 students is often supervised by only one assistant principal.

IMPACT

An additional member of the administrative team at KTEC will allow for more time to provide feedback to staff. It will allow us to be more proactive when working with students and families. It will allow us to better meet the unique demands of managing a charter school.

BUDGET ASSUMPTION

Object Level	Descriptive	Amount
100's	Salaries	\$82,569.00
200's	Fringes	\$37, 584.10
300's	Purchased Services	\$0
400's	Non-Capital Objects	\$0
500's	Capital Objects	\$0
TOTAL*		\$ 120,153.10

*To re-calculate the Total Amount, click once in the Total Amount cell then press the F9 key.

Is this a ☐ One-time or ☒ Recurring expenditure?

FUNDING SOURCES

KTEC operational budget

This page intentionally left blank

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

June 25, 2019

School Year 2020-21 Instructional Calendars

The proposed 2020-21 instructional calendars were developed based on the current organizational model, state requirements and a recent community wide survey which produced 3,387 responses from KUSD staff, students, parents, and the overall community. The following points relate to the preferences for the optional calendar items:

- 46.2% of responders feel that it is important for KUSD to have a common end date for all schools. 34.7% felt that it was not important.
- Regarding the support for the current instructional day format, the majority of responders preferred no change. 58.7% for the elementary format, 56.2% for the middle school format, and 52.4% for the high school format.
- The current Friday early release options also had the inclination to continue the current formats. 50.2% for the elementary, 45.8% for middle school, and 50.9% for high school. These figures are all at least 18 percentage points higher than the next preferred option.
- 60.0% of the responders wish to keep the four professional learning days for the secondary calendar.
- The majority of responses prefer to keep the current parent teacher conference time allocations. 65.9% for elementary schools, 60.6% for middle schools, and 51.7% for high schools.
- The KUSD winter break format has been a full two weeks for the last few years, which was a change from the previous format of having the break last eight to ten days depending on the holiday dates. This single calendar item produced the closest results, with 51.3% wanting to keep the full ten days, compared to 48.7% for a variable eight to ten days.
- 47.3% prefer to hold the Spring Break for the full week after Good Friday. None of the other options reached the 20.0% mark.
- KUSD currently has two half days (the Wednesday prior to Thanksgiving and the Friday before Memorial Day). The responders preferred to keep those formats, with 88.3% and 77.0% respectively.
- 63.9% wish to continue to keep the MLK Jr. day as a full day off.
- Though the 2018-19 KUSD school year experienced four cancelled days due to inclement weather, 57.9% of responders still felt that “banking” two days was adequate for the 2020-21 calendar.
- If calendar adjustments are necessary, nearly three quarters (73.4%) prefer to alter the early release schedule rather than add days at the end of the school year.

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

Attached are the proposed KUSD calendars for the following areas:

- 2020-21 Instructional Calendar Description
- 2020-21 Elementary Instructional Calendar
- 2020-21 Extended Year Elementary (Frank & Wilson) Instructional Calendar
- 2020-21 Middle School Instructional Calendar
- 2020-21 High School Instructional Calendar

It is important to understand that teachers' compensation is not dependent upon any days "built in" to the calendar. A teacher's contract for employment with the District does not specify workdays in a school year. In the event not all "built in" days (e.g. inclement weather days) are used, teachers are not forwarded any additional wages for those unused days. Similarly, if those days are used pay is not deducted from the teacher. Under the Fair Labor Standards Act ("FLSA"), teachers are classified as salaried exempt employees and therefore are not entitled to overtime pay under the law. More importantly, teachers are salaried employees and *not* hourly employees. Therefore, since teachers are salaried employees and not hourly employees the District would not charge/ owe teachers hour-for-hour for any "built in" days.

Certain choice schools, charter schools, and alternative programs align to the majority of the proposed boundary school calendars, but those programs may have minor alterations that best suit their specific instructional format. The following schools and programs have the approval to deviate from the state mandate for instructional student contact minutes: Brompton, Dimensions of Learning, eSchool, Harborside, Hillcrest, KTEC, Reuther and the Phoenix Program.

At this time, the Department of Instruction and ACT have not finalized their contract regarding the 2021 Spring Grade 11 ACT assessment date. Similar to recent years, the High School Instructional Calendar will reflect that date once the state contract is completed and communicated. As an update, DPI recently notified school districts that the grade 11 WorkKeys assessments will be discontinued as a required pairing to the ACT plus Writing. This will reduce the Juniors only days from two to just one day of testing. By reclaiming this day as a full instructional day for all KUSD high schools, the recommendation is to move the high school start time from 7:28 am to 7:30 am starting with the 2019-20 school year. This recommendation is based on consistent feedback from high school listening sessions.

Recommendations

Administration recommends that the School Board review and accept the proposed 2020-21 Instructional Calendars and the proposed adjustment to the high school start time at its June 25, 2019, meeting.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mr. Kristopher Keckler
Chief Information Officer

2020-2021 SCHOOL YEAR INSTRUCTIONAL CALENDAR

August 21-25 (Friday -Tuesday)	New Instructional Staff Orientation
August 26 (Wednesday).....	All Instructional Staff Report
September 1 (Tuesday).....	Students Report
September 7 (Monday).....	Labor Day, District Closed
October 30 (Friday).....	First Quarter Ends, Staff Workday, No Students Report
November 25 (Wednesday).....	½ Day for Students & Instructional Staff
November 26-27 (Thursday-Friday)	Thanksgiving Recess
December 23 (Wednesday).....	Winter Recess Begins, District Closed
January 4 (Monday - Schools Reopen)	Students Report
January 18 (Monday).....	Dr. Martin Luther King, Jr. Day, District Closed
January 22 (Friday).....	Second Quarter Ends, Staff Workday, No Students Report
April 1 (Thursday).....	Third Quarter Ends, Staff Workday, No Students Report
April 2 (Friday).....	Spring Recess Begins, District Closed
April 12 (Monday - Schools Reopen)	Students Report
May 28 (Friday).....	½ Day for Students & Instructional Staff
May 31 (Monday).....	Memorial Day, District Closed
June 8 (Tuesday).....	Fourth Quarter Ends, End of Year for Students
June 9 (Wednesday).....	Staff Workday

Please reference the KUSD Employee Handbook for identified paid holidays.

The school schedules take into consideration two (2) potential school closing days that have been built into the schedule. In the event school is closed beyond the two days due to inclement weather or other emergencies, the remaining calendar period will be reviewed. If the closures result in a shortage of the required instructional time, the calendar will be adjusted and communicated as necessary.

Prior to the end of each school year, calculations will be done to determine if every school in the district meets the Wisconsin Department of Public Instruction required number of student contact hours and minutes. A 30-minute student lunch period will be scheduled into each full day daily schedule.

Open house schedules will be established and communicated by each building prior to the beginning of the school year.

KUSD Calendar References can be found at: <http://kUSD.edu/events>

Revised 06/25/19

KUSD Elementary School Year Instructional School Calendar 2020-21

July-20						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August-20						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October-20						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November-20						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January-21						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April-21						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May-21						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June-21						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

First Day for Students September 1	Student Quarter 1: Sept. 1 to Oct. 29	Elementary School Student Conferences
New Instructional Staff Orientation August 21-25	Student Quarter 2: Nov. 2 to Jan. 21	October 21 & March 3 Normal full student day, only evening conferences
Instructional Staff Return Session August 26-31	Student Quarter 3: Jan. 25 to Mar. 31	October 22 & March 4 Early release for students, then conferences
Staff Workday: No Students Report 10/30, 1/22, 4/1, 6/9	Student Quarter 4: Apr. 12 to Jun. 8	October 23 & March 5 Morning Conferences (no students)
Early Release (11/25 & 5/28) for students & instructional staff		4K Students Start on September 8, 2019
Student Early Release Staff Collaboration Time/Prep Time		School Closed
Staff Professional Learning Dates: TBD		

Updated

06/25/19

KUSD Extended Year (Frank & Wilson) Elementary Year Instructional Calendar 2020-21

July-20						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August-20						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October-20						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November-20						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January-21						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April-21						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May-21						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June-21						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

First Day for Students August 4	Student Quarter 1: Aug. 4 to Oct. 1	Elementary School Student Conferences
Enrichment Weeks	Student Quarter 2: Oct. 19 to Dec. 18	9/3, 11/24, and 2/24
Instructional Staff Return Session July 29 - August 3	Student Quarter 3: Jan. 4 to Mar. 4	Normal full student day, only evening conferences
Staff Workday: 7/29, 10/2, 12/18 (Half), 1/10 (Half), 3/5, 6/9	Student Quarter 4: Mar. 22 to Jun. 8	9/4, 11/25, & 2/25 Morning Conferences (no students)
Early Release (5/28) for students & instructional staff		4K Students Start on August 10, 2020
Student Early Release Staff Collaboration Time/Prep Time		School Closed
Staff Professional Learning Dates: TBD		

Updated

06/25/19

KUSD Middle School Year Instructional Calendar 2020-21

July-20						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August-20						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October-20						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November-20						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January-21						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April-21						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May-21						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June-21						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

First Day for Students September 1	Student Quarter 1: Sept. 1 to Oct. 29	Middle School Student Conferences
New Instructional Staff Orientation August 21-25	Student Quarter 2: Nov. 2 to Jan. 21	October 6, 8 evenings only, February 23, 25 evenings only,
Instructional Staff Return Session August 26-31	Student Quarter 3: Jan. 25 to Mar. 31	MS - No Students Report - Professional Learning (am) Prep Time (pm) (10/9, 11/13, 2/26, 5/7)
Staff Workday: No Students Report 10/30, 1/22, 4/1, 6/9	Student Quarter 4: Apr. 12 to Jun. 8	School Closed
Early Release (11/25 & 5/28) for students & instructional staff		
Early Release for students only June 8		

Updated

06/25/19

KUSD High School Year Instructional School Calendar 2020-21

July-20						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August-20						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October-20						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November-20						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December-20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January-21						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March-21						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April-21						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May-21						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June-21						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

First Day for Students September 1	Student Quarter 1: Sept. 1 to Oct. 29	High School Student Conferences
New Instructional Staff Orientation August 21-25	Student Quarter 2: Nov. 2 to Jan. 21	November 4, 5 evenings only, March 23, 25 evenings only
Instructional Staff Return Session August 26-31	Student Quarter 3: Jan. 25 to Mar. 31	HS - No Students Report - Professional Learning (am) Prep Time (pm) (10/9, 11/13, 2/26, 5/7)
Staff Workday: No Students Report 10/30, 1/22, 4/1, 6/9	Student Quarter 4: Apr. 12 to Jun. 8	ACT Assessment. TBD, Juniors only with early release. No school for grades 9, 10, 12.
Early Release (11/25 & 5/28) for students & instructional staff		School Closed
HS Final Exams- Early Release		
Early Release for students only June 2		

Updated

06/25/19

This page intentionally left blank

Kenosha Unified School District
Kenosha, Wisconsin

June 25, 2019

**Authorization of 2019-2020 Expenditures
Prior to Formal Adoption of the Budget**

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

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

Administrative Recommendations

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

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

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

This page intentionally left blank

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

June 25, 2019
Board of Education Meeting

POLICY AND RULE 4111 ANTI-HARASSMENT

Background

Kenosha Unified currently has Board Policy 4111 - Employee Harassment in place to assist the district in maintaining professional working and learning environments.

Policy 4111 has been reviewed and updated to provide a more comprehensive outline of what constitutes harassment in the district and all parties that may be affected by such harassment. The goal was to build a more detailed policy for employees to understand expectations outlined by the district and to support the work of the Office of Human Resources. Details added include additional behaviors that fall under harassment, language precluding romantic or sexual relationships between staff and students, and unacceptable sexual relationships between staff.

In addition, the Rule was updated to more clearly outline the process by which an individual can make a harassment claim and the expectations of the district when doing so, such as what information to submit with a claim. The rule provides staff with a resource that outlines what they must do when they feel they have been a victim of harassment, while also providing a process for the Office of Human Resources to reference when such claims are made.

Policies of other districts were reviewed and legal counsel was consulted as this policy was reviewed and updated.

Administrative Recommendation

Administration recommends that the School Board approve updated Policy and Rule 4111 - Employee Harassment as a first reading on June 25, 2019, and a second reading on July 23, 2019.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tanya Ruder
Interim Chief Human
Resources Officer

POLICY 4111

~~EMPLOYEE ANTI-HARASSMENT~~

The Kenosha Unified School District seeks to provide fair and equal employment opportunities and to maintain a professional work and academic environment comprised of people who respect one another and who believe in the district's high ideals. Harassment is a form of misconduct that undermines the integrity of the district's employment and academic relationships. All employees and students must be allowed to work and learn in an environment that is free from intimidation and harassment.

All new employees will receive a copy of the ~~employee anti-harassment~~ policy and other ~~anti-harassment~~ educational information as a part of the initial employment process and at other times as appropriate and necessary.

Harassment or similar unacceptable activities based on a person's membership in a protected class that could become a condition of employment or a basis for personnel decisions, or which create a hostile, intimidating or offensive environment are specifically prohibited by the district. **The District will vigorously enforce its prohibition against discriminatory harassment based on race, color, national origin, pregnancy, creed or religion, age, sex, genetic information or disability.** Intimidation and harassment can arise from a broad range of physical, ~~or~~ verbal or non-verbal behaviors **for the purpose of creating an intimidating, hostile or offensive work or educational environment. This may occur employee-to-employee, student-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male or female-to-female. This may also include non-employees, such as outside contractors or members of the community (e.g. speakers/presenters, participants on opposing athletic teams, parents/guardians, etc.).** ~~(by employees or by non-employees, such as outside contractors or members of the community) which can~~ Behaviors may include, but are not limited to, the following:

- physical, sexual or mental abuse;
- offensive or derogatory comments to any person, either directly or indirectly, based on the person's membership in any protected class;
- racial, ethnic or religious insults or slurs;
- unwelcome sexual advances, propositions, invitations, solicitations and flirtations;
- kissing, patting, pinching, touching, or other unwelcome physical contact; ~~or~~
- harassing behavior toward a subordinate employee, regardless of whether such conduct creates a hostile work environment;
- demands for sexual favors; accompanied by implied or overt promises of preferential treatment and/or threats that concerning an individual's employment or academic status may be adversely affected;
- consensual sexual relationships that lead to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;
- sexual comments about a person's body/dress/appearance, jokes or innuendos, sexually degrading language, unwelcome suggestive or insulting sounds or whistles; ~~or~~
- display of sexually offensive materials, objects, literature, audio recordings or videos in the work or educational environment that are not curriculum related;
- sex-oriented name-calling or bullying;
- inappropriate staring at another individual or touching of his/her clothing, hair, or body;

- asking personal questions about another individual's sex life or sharing remarks about one's own sexual activities or sexual history; and
- repeatedly asking out an employee any person who has stated that he/she is not interested;
- obscene telephone calls, text messages, or social media postings;
- communicating with students and/or parents/guardians via email, text message, websites, social media, or visiting their home for non-educational purposes
- giving gifts, money, or showing preferential treatment to students for no legitimate educational purpose;
- showing or watching pornography in the work or educational environment; and
- inappropriate boundary invasions of personal space or personal life.

Romantic or sexual relationships between staff members and students are prohibited. Any staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement.

Sexual relationships between staff members, where one has supervisory responsibilities over the other, are discouraged. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding consequences of non-compliance.

These activities are offensive and are inappropriate in a school atmosphere and in the workplace. This is a serious issue not just for the district but also for each individual in the district. It is the responsibility of the administration and all employees to ensure that these prohibited activities do not occur. An employee or supervisor may be held individually liable as a harasser and subject to the same penalties that may be imposed upon employers under state or federal law.

Any employee who engages in harassment or similar unacceptable behavior, or retaliates against another individual because the individual made a report of such behavior or participated in an investigation of a claim of harassment or similar unacceptable behavior, is subject to immediate discipline, up to and including

POLICY 4111

EMPLOYEE ANTI-HARASSMENT

PAGE 2

~~discharge~~ termination. Any employee who witnesses or otherwise becomes aware of harassment or similar unacceptable behavior has an affirmative duty to report said conduct to his or her supervisor, or to the administration.

Any person who believes that he or she has been the subject of prohibited harassment or similar unacceptable behavior or retaliation should report the matter immediately to the Office of Human Resources or, in the alternative, the superintendent or his/her designee. All such reports will be investigated promptly and will be kept confidential within the bounds of the investigation and the law.

LEGAL REF: Wisconsin Statutes

Sections 111.31-111.395 (Fair employment standards - employment discrimination)

118.195 (Handicapped teacher discrimination)

118.20 (Teacher discrimination, including sexual harassment)

Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972 (Race, color, national origin discrimination; general employment discrimination)

Title IX, Education Amendments of 1972 (Sex discrimination)

Section 504, Rehabilitation Act of 1973 (Handicap discrimination)

Age Discrimination Act of 1975 (Age discrimination)

Age Discrimination in Employment Act of 1967 (Age discrimination)

Pregnancy Discrimination Act (Pregnancy, childbirth or related medical conditions discrimination)

Immigration Control and Reform Act of 1986 (Citizenship discrimination)

Americans with Disabilities Act of 1990, as amended by the ADAAA (Disability discrimination)

Civil Rights Act of 1991 (Penalties for discrimination law violations)

Equal Employment Opportunities Commission Guidelines (29 C.F.R. - Part 1604.11)
(Employee sexual harassment)

CROSS REF.: 4110 Equal Employment Opportunity and Affirmative Action
4260 Personnel Records
4331 **Conflicts of Interest**
Employee Handbook

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: April 22, 1991

REVISED: March 11, 1997
March 9, 1999
June 27, 2000
September 23, 2014
October 28, 2014
August 28, 2018

RULE 4111
~~EMPLOYEE ANTI-HARASSMENT~~

Staff who believe they have been unlawfully harassed by another member of the district or a non-employee are entitled to use the informal and/or formal complaint processes outlined below. Initiating a complaint will not adversely affect employment unless the complainant does so maliciously or with knowledge that it is false. The Chief Human Resource Officer (CHRO) or his/her designee is designated as the complaint officer and is responsible for responding to harassment complaints not resolved on an informal basis. If the complaint involves the CHRO, the Superintendent shall be designated as the complaint officer and will be responsible for responding to the harassment claim. Due to the sensitivity surrounding a complaint of harassment, timelines are flexible; however, every effort should be made to file the complaint within 30 calendar days of the conduct occurring.

The district will allow a complainant the opportunity to resolve discrimination or harassment complaint on an informal basis, if the complainant asks to do so. Upon such request by the complainant, the

supervisor (or person designated by the superintendent if no supervisor is available) will facilitate a meeting between the complainant and the alleged harasser/discriminator. If the parties resolve the matter, the supervisor shall prepare a written statement outlining the resolution. If the complainant is not satisfied with the outcome of the meeting, ~~the district supervisor must notify the CHRO of the informal review so the CHRO may~~ will formally investigate the complaint.

To begin the formal complaint process, ~~the complainant shall present in writing a complaint shall be presented in writing to the complaint officer. The complaint should include the specific nature of the harassment and corresponding date; names of those who may have witnessed the alleged harassment; and the name, address and phone number of the complainant. The complaint may be dictated to the complaint officer and signed by the complainant upon review of the written complaint. The complaint officer shall acknowledge in writing the receipt of the complaint.~~

The complaint officer shall consider whether any action should be taken in the investigatory phase to protect the complainant from further harassment or retaliation, including a change of work assignment or schedule for the complainant and/or harasser. No temporary changes shall be disciplinary to either the complainant or harasser.

The complaint officer shall notify the alleged harasser, hereinafter referred to as the respondent, that a complaint has been received. The respondent will be informed about the nature of the allegations and copy of this policy shall be provided to the respondent at that time. The respondent also will be notified of the opportunity to submit a written statement.

The complaint officer, within a reasonable period of time, shall thoroughly investigate the complaint and take all reasonable steps necessary to ensure that any allegations of harassment are promptly remedied and that no district employees are subject to workplace harassment in violation of this policy. **This will include an interview with the complainant, respondent, any witnesses who may reasonably be expected to have relevant information, and consideration of documentation or other evidence presented by the complainant, respondent or witnesses. The district will respect the privacy of all involved in a manner consistent with legal obligations under state and federal law, but cannot guarantee confidentiality.**

Anyone interviewed as part of the investigation is expected to maintain confidentiality and is expected not to disclose any information he/she learns during the course of the investigation.

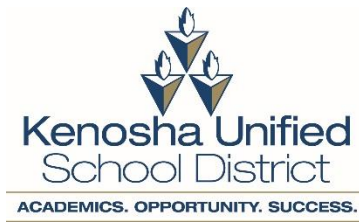
All information shall be compiled and provided along with a recommendation to the Superintendent for review. This shall include whether the findings substantiate harassment based on this policy and state and federal laws. The Superintendent may consult with legal counsel prior to issuing a final decision. The complainant will be advised of the outcome in writing. -Any remedial action should be aimed at stopping the alleged harassment and may include discipline of the accused individual, up to and including termination of his/-her employment.

The decision of the Superintendent is final. If it results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Policy 4271.

Nothing in these procedures shall preclude persons from filing a complaint directly, or on appeal, with designated agencies as authorized by state and federal laws (e.g., U.S. Office of Civil Rights, Equal Rights

Division of the Department of Workforce Development) and/or with courts having proper jurisdiction.

DRAFT



June 25, 2019

DONATIONS TO THE DISTRICT

The District has received the following donations:

1. Kenosha Academy of Dance donated \$1,000 to Bradford High School. The donation was to be used for the Nebraska Thespian Festival.
2. Retail Fixtures, LLC donated supplies for the LakeView Technology Academy Supermileage Vehicle Club. The value of this donation is \$500.

Administrative Recommendation

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

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

This page intentionally left blank

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

June 25, 2019

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board**
June-July

June

- June 11, 2019 – Standing Committee Meetings Canceled
- June 13 – Last day of school for students
- June 14 – Staff workday
- June 25, 2019 – Regular School Board Meeting –7:00 P.M. in ESC Boardroom

July

- July 4, 2019 – District closed for Fourth of July holiday
- July 9, 2019 – Standing Committee Meetings Canceled
- July 23, 2019 – Regular School Board Meeting – 7:00 P.M. in ESC Boardroom

Bd/ragtsr.doc

This page intentionally left blank