

REGULAR MONTHLY BOARD MEETING

June 23, 2020

7:00 PM

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

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Regular School Board Meeting June 23, 2020 Educational Support Center 7:00 PM

I.	Pledge of Allegiance	
II.	Roll Call of Members	
III.	Introduction, Welcome and Comments by Student Ambassador	
IV.	Awards/Recognition	
V.	Administrative and Supervisory Appointments	
VI.	Superintendent's Report	
VII.	Legislative Report	
VIII.	Views and Comments by the Public	
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ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE
Appointment	Adamson	Amy	Roosevelt Elementary School	Grade 4	Instructional	08/26/2020	1
Appointment	Anderson	Carly	Southport Elementary School	Grade 1	Instructional	08/26/2020	1
Appointment	Andrews	Truman	McKinley Elementary School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Barrera	Emily	Harborside Academy	Cross Categorical	Instructional	08/26/2020	1
Appointment	Beltran	Yesenia	EBSOLA DL	Dual Spanish	Instructional	08/26/2020	1
Appointment	Bohaczek	Julie	Frank Elementary School	Cross Categorical	Instructional	07/29/2020	1
Appointment	Bower	Heather	Bradford High School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Bragstad	Rachel	Student Support	Social Worker	Instructional	08/26/2020	1
Appointment	Brown	James (Matt)	Lance Middle School	Dean of Students	Instructional	08/26/2020	1
Appointment	Burch	Jessica	Bradford High School	English	Instructional	08/26/2020	1
Appointment	Caminiti	Lee	Bradford High School	Technology Education	Instructional	08/26/2020	1
Appointment	Celebre	Haley	Mahone Middle School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Clendenning	Bryanna	Frank Elementary School	E.C.	Instructional	07/29/2020	1
Appointment	Crosswhite	Kathryn	Brass Elementary School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Cruz	Kimberly	Grant/Jefferson Elementary School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Cruz	Melanie	Harvey Elementary School	C.D.S.	Instructional	08/26/2020	1
Appointment	Cushman	Savanna	EBSOLA CA	Kindergarten	Instructional	08/26/2020	1
Appointment	Dalton	Felicia	Student Support	Social Worker	Instructional	08/26/2020	1
Appointment	Dattolo	Savannah	EBSOLA CA	Grade 3	Instructional	08/26/2020	1
Appointment	DeBoer	Jessica	Fine Arts	Elementary Orchestra	Instructional	08/26/2020	0.84
Appointment	Decker	Rachael	Wilson Elementary School	Cross Categorical	Instructional	07/29/2020	1
Appointment	Doherty	Amanda	EBSOLA CA	Grade 1	Instructional	08/26/2020	1
Appointment	DuChene	Karen	Bradford High School	Math Intervention Specialist	Instructional	08/26/2020	1
Appointment	Duchrow	Stacey	KTEC East	Assistant Principal - Elementary	AST	07/01/2020	1
Appointment	Farwell-Sanchez	Lauren	Bradford High School	Family and Consumer Ed	Instructional	08/26/2020	1
Appointment	Fischer	Kimmarie	School Leadership	Interim Reg Coordinator Secondary Leadership/Learn	AST	07/01/2020	1
Appointment	Franke	Trisha	Jeffery Elementary School	C.D.S.	Instructional	08/26/2020	1
Appointment	Franklin	Sheila	Harborside Academy	Physics	Instructional	08/26/2020	1
Appointment	Franz	Sarah	Brass Community School	Intervention Specialist	Instructional	08/26/2020	1
Appointment	Geiger	Brian	Bradford High School	Principal High School	AST	07/01/2020	1
Appointment	:	Kirsten	McKinley Elementary School	Grade 2	Instructional	08/26/2020	1
Appointment	Hall	Leah	Washington Middle School	Science	Instructional	08/26/2020	1

Appointment	Johnson	Rebecca	Grewenow Elementary School	Grade 1	Instructional	08/26/2020	1
Appointment	Jones	Alexandria	Bullen Middle School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Kamakian	Jaime	Dimensions of Learning	Grade 7	Instructional	08/26/2020	1
Appointment	Karls	Joseph	Vernon/Southport Elementary Schools	Night Custodian - Second Shift	Facilities	05/26/2020	1
Appointment	Keefe	Andrea	Department of Special Education	Speech Therapist	Instructional	08/26/2020	1
Appointment	Kohlmeier	Nicole	4K Program	4K Program	Instructional	08/26/2020	0.5
Appointment	Krueger	Adam	Student Support	Psychologist	Instructional	08/26/2020	1
	Larson	Thomas	Lance Middle School	Grade 6	Instructional	08/26/2020	1
Appointment	Last-Konicki	Angela	Brompton School	Art	Instructional	08/26/2020	0.67
Appointment	Lee	Karina	Brass Community School	Grade 5	Instructional	08/26/2020	1
Appointment	Lehmann	Lora	Indian Trail HS & Academy	Business/Marketing	Instructional	08/26/2020	0.25
Appointment	Lewis	Charmayne	Tremper High School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Meyer	Corrin	Lincoln Middle School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Miller	Chelsea	Harborside Academy	Biology/Life Science	Instructional	08/26/2020	1
Appointment	Misurelli Sorenson	Amy	Reuther High School	Art	Instructional	08/26/2020	1
Appointment	Mizner	Kelsey	EBSOLA CA	E.C.	Instructional	08/26/2020	1
Appointment	Morgan	Evelyn	Reuther Central High School	Math	Instructional	08/26/2020	1
Appointment	Mueller	Karl	Washington Middle School	English	Instructional	08/26/2020	1
Appointment	Neu	Allyson	Indian Trail HS & Academy	Art	Instructional	08/26/2020	1
Appointment	Oehlberg	Joan	McKinley Elementary School	L.D.	Instructional	08/26/2020	1
Appointment	Petts	Suzanne	Brass Elementary School	Night Custodian - Second Shift	Facilities	06/19/2020	1
Appointment	Pitts, Jr.	Martin	Indian Trail HS & Academy	Cross Categorical	Instructional	08/26/2020	1
Appointment	Plants	Mary	Pleasant Prairie Elementary	Grade 4	Instructional	08/26/2020	1
Appointment	Pouncy	Alexarae	Student Support	Social Worker	Instructional	08/26/2020	1
Appointment	Pulda	Maxwell	Lincoln Middle School	Physical Education	Instructional	08/26/2020	1
Appointment	Rakow	Kelsi	Department of Special Education	Speech Therapist	Instructional	08/26/2020	1
Appointment	Rosandich	Matthew	Mahone Middle School	Math	Instructional	08/26/2020	1
Appointment	Ruta	Melissa	Vernon Elementary School	L.D.	Instructional	08/26/2020	1
Appointment	Rybarik	Kayleigh	Bullen Middle School	Science	Instructional	08/26/2020	1
Appointment	Savage	Jennifer	Brass Community School	Grade 5	Instructional	08/26/2020	1
Appointment	Schmidt	Jennifer	Department of Special Ed	Director Special Education/Student Support	AST	07/012020	1
Appointment	Schroeter	Aaron	Lakeview Technology Academy	Math	Instructional	08/26/2020	0.67
	Shreve	Tara	Nash Elementary School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Smith	Eleanor	Bradford High School	English	Instructional	08/26/2020	0.34

Appointment	Sorensen	Shauna	Washington Middle School	English	Instructional	08/26/2020	1
Appointment	Spair	Jennifer	KTEC West	Cross Categorical	Instructional	08/26/2020	1
Appointment	Stachow	Rebecca	Bullen Middle School	Intervention Specialist	Instructional	08/26/2020	1
Appointment	Stanfield	Holly	Bradford High School	Theater	Instructional	08/26/2020	0.51
Appointment	Stephan	Amy	Lincoln Middle School	Grade 6	Instructional	08/26/2020	1
Appointment	Swanson	Lauren	Pleasant Prairie Elementary	Grade 1	Instructional	08/26/2020	1
Appointment	Tiegs	Melinda	EBSOLA CA	Kindergarten	Instructional	08/26/2020	1
Appointment	Tindall	Wendy	School Leadership	Reg Coordinator Elementary Leadership/Learning	AST	07/01/2020	1
Appointment	Tirabassi	Tricia	Roosevelt Elementary School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Tolefree	Shaina	EBSOLA CA	Cross Categorical	Instructional	08/26/2020	1
Appointment	Totin	Mary	Harvey/Grant Elementary Schools	Library Media Specialist	Instructional	06/26/2020	1
Appointment	Vogt	Danielle	Bradford High School	Biology/Life Science	Instructional	08/26/2020	1
Appointment	Wells	Robert	Harborside Academy	Instrumental Music	Instructional	08/26/2020	0.87
Appointment	Williams	Mynida	Washington Middle School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Worcester	Tamara	McKinley Elementary School	Kindergarten	Instructional	08/26/2020	1
Appointment	Wright	Lisa	Harborside Academy	Library Media Specialist	Instructional	08/26/2020	1
Appointment	Wright	Timothy	Somers Elementary School	Intervention Specialist	Instructional	08/26/2020	1
Appointment	Wtorkowski	Katie	Grewenow Elementary School	Multi-Age K/1	Instructional	08/26/2020	1
Resignation	Adams	Jenny	Teaching and Learning	Administrative Support (12 MO)	ASP	06/24/2020	1
Resignation	Champagne	Charlita	Tremper High School	Night Custodian - Second Shift	Facilities	05/27/2020	1
Resignation	Fitzgerald	Patricia	Lincoln Middle School	Dean of Students	Instructional	06/11/2020	1
Resignation	Hall	Rebecca	Stocker Elementary School	Art	Instructional	06/11/2020	1
Resignation	Johnston	Shelly	Stocker Elementary School	Specially Designed Physical Education	Instructional	06/11/2020	1
Resignation	Klimisch	David	Southport Elementary School	Guidance	Instructional	06/11/2020	1
Resignation	LaMeer	Melissa	Tremper High School	Special Education	ESP	06/11/2020	1
Resignation	Maegaard	Allison	Mahone Middle School	Middle School Orchestra/Elementary Orchestra	Instructional	06/11/2020	1
Resignation	Mangold	Kaelan	Bradford High School	Security	ESP	05/26/2020	1
Resignation	McCall	Jennifer	KTEC West	Science	Instructional	06/11/2020	1
Resignation	McGranahan	Kelley	Athletics	Administrative Specialist (12 MO)	ASP	07/01/2020	1
Resignation	Muniz Garcia	Carmen	EBSOLA DL	Dual Spanish	Instructional	06/11/2020	1
Resignation	Nowak-Boyd	Laurel	Hillcrest School	Science	Instructional	06/11/2020	1
Resignation	O'Connor	Lindsey	Human Resources	Chief Human Resources Officer	AST	05/22/2020	1
Resignation	Salani	Robert	Mahone Middle School	Special Education	Instructional	06/10/2020	1
Resignation	Tilander	Laura	Student Support	Speech Therapist	Instructional	06/11/2020	1

Resignation	Zusan	Allie	Reuther Central High School	Instructional Technology	Instructional	06/11/2020	1
Retirement	Bollendorf	Lydia	Somers Elementary School	Grade 1	Instructional	06/11/2020	1
Retirement	King	Virginia	Tremper High School	Administrative Support (10 MO)	ASP	06/25/2020	1
Retirement	Moffat	Randolph	Indian Trail HS & Academy	ROTC - Business	Instructional	06/11/2020	1
Retirement	Nehring	Sharon	Indian Trail HS & Academy	Math	Instructional	06/11/2020	1
Retirement	Spaulding	Janine	McKinley Elementary School	Speech Therapist	Instructional	06/11/2020	1
Retirement	Terra	Serena	Fine Arts	Elementary Orchestra	Instructional	06/11/2020	1
Separation	Olson	Bret	KTEC East	Assistant Principal - Elementary	AST	06/30/2020	1

SPECIAL MEETING & EXECUTIVE SESSION OF THE KENOSHA UNIFIED SCHOOL BOARD HELD MAY 26, 2020

A special meeting of the Kenosha Unified School Board was held on Tuesday, May 26, 2020, in the Room 153 at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:20 P.M. with the following members present: Mr. Battle (virtually), Mrs. Modder, Mr. Garcia, Ms. Adams, Mr. Wade, and Mr. Duncan. Dr. Savaglio-Jarvis and Mr. Brian Knee (virtually), Litigation Manager at Community Insurance Corporation, were also present. Ms. Stevens was excused.

Mr. Duncan, 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. Duncan announced that an executive session had been scheduled to follow this special meeting for the purpose of Litigation and Personnel: Problems.

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

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

1. Litigation

Mr. Brian Knee, Litigation Manager at Community Insurance Corporation, updated Board members on pending litigation matters.

Board members discussed a potential litigation matter and provided Administration with direction.

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

Meeting adjourned at 7:09 P.M.

Stacy Schroeder Busby School Board Secretary

REGULAR MEETING OF THE KENOSHA UNIFIED SCHOOL BOARD HELD MAY 26, 2020

A regular meeting of the Kenosha Unified School Board was held on Tuesday, May 26, 2020, at 7:00 P.M. in the Board Room of the Educational Support Center. Mr. Duncan, President, presided.

The meeting was called to order at 7:15 P.M. with the following Board members present: Mr. Battle (virtually), Ms. Stevens (virtually), Mrs. Modder, Mr. Garcia, Ms. Adams, Mr. Wade, and Mr. Duncan. Dr. Savaglio-Jarvis was also present.

Mr. Duncan, 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 was not a student ambassador present.

Mrs. Tanya Ruder, Chief Communications Officer, presented the All State Performance of Ada and the Engine Awards and the Elementary and Middle School Spelling Bee Winners.

There were no Administrative/Supervisory Appointments.

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

Mrs. Modder gave the legislative report.

Mr. Duncan introduced the Motion to Waive School Board Policy 8870 submitted by Dr. Savaglio-Jarvis, excerpts follow:

"Due to the current COVID-19 pandemic, I move that Policy 8870 – Public Participation at School Board Meetings be waived for the May 26, 2020, regular school board meeting.

Citizens wishing to share their views and comments with the board may do so in writing via email to the school board secretary, Stacy Busby at sbusby@kusd.edu or via United States Postal Service mailed to 3600-52nd Street, Kenosha, WI 53144."

Ms. Adams moved that Policy 8870 – Public Participation at School Board Meetings be waived for the May 26, 2020, regular school board meeting but allowing written communications to be read out loud if properly received and requested by citizens. Mr. Garcia seconded the motion. Unanimously approved.

Ms. Busby noted that no citizen comments were received.

Board President, Mr. Duncan, made his remarks.

Board members considered the following Consent-Approve items:

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

Consent-Approve item X-B – Minutes of the 4/27/20 Organizational Meeting and 4/27/20 Regular Meeting.

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

"It is recommended that the April 2020 cash receipt deposits totaling \$339,348.81, and cash receipt wire transfers-in totaling \$6,869,133.14, be approved.

Check numbers 591211 through 591743 (net of voided batches) totaling \$3,344,442.26, and general operating wire transfers-out totaling \$3,459,909.84, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the April 2020 net payroll and benefit EFT batches totaling \$13,640,478.13, and net payroll check batches totaling \$8,257.10, be approved."

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

Dr. Savaglio-Jarvis introduced the Temporary Limited Easement with Kenosha County to Support 60th Street Road Construction submitted by Mr. Patrick Finnemore, Director of Facilities, and Dr. Savaglio-Jarvis, experts follow:

"Kenosha County has begun the planning and designing of the reconstruction of 60th Street (CTH K) from just west of CTH H to the Canadian Pacific Railroad. As part of this project, the County requires a temporary limited easement on a small portion of the Mahone Middle School property to support traffic flow during the construction period. This project, and the associated easement will provide a benefit to the community when it is completed.

The proposed easement along with a sketch showing the area impacted by the easement are provided in the Attachment to this report. There are minor financial considerations associated with this easement based on an analysis provided by the County. The total damages estimated by the County are \$300 which will be paid to KUSD upon final approval of this easement.

Administration recommends Board approve the temporary limited easement with Kenosha County as described in this report."

Ms. Stevens moved to approve the temporary limited easement with Kenosha County as described in this report. Mr. Wade seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Board Approved Student User Fees and Recreation Department Fees for the 2020-2021 School Year submitted by Mr. Hamdan and Dr. Savaglio-Jarvis, excerpts follow:

"As a component of the budget development process, a review of fees charged by the District is conducted annually. The administration is not recommending any changes to the 2020-21 student user fees; however there are several recommendations for our summer fine arts recreational programs that are part of the KUSD community service programs.

The recommended recreation department fee changes are:

- Band of the Black Watch \$10 increase;
- Rambler Band \$10 increase; and
- Kenosha Youth Performing Arts Center (KYPAC) \$25 increase.

Attachment A delineates the proposed 2020-2021 Student User Fees Schedule and Attachment B delineates the proposed 2020-2021 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 2020-2021 student user fees and recreation department fees."

Mr. Wade moved to approve the attached schedules in order to establish the fiscal year 2020-2021 student user fees and recreation department fees. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the Adoption of Instructional Materials for Sixth Through Eighth Grade World Language submitted by Mrs. Sarah Smith, Coordinator of Language Acquisition; Mrs. Julie Housman, Chief Academic Officer; and Dr. Savaglio-Jarvis, excerpts follow:

"The curriculum review process (Appendix A) for world language began in September 2017. The curriculum design team (Appendix B) reviewed student data and curriculum documents and evaluated the current resources being used for sixth, seventh, and eighth

grade Spanish classes. After review of the curriculum and resources, it was found that the Rosetta Stone software continues to be the chosen instructional resource for the middle school program. The Rosetta Stone Manager provides quantifiable measurements of student success (i.e., a learner curriculum report). It allows teachers to manage and modify individual student activity settings and run reports on progress at the student, group, or class level. In addition to continuing with Rosetta Stone, the team also utilizes licenses for Señor Wooly. Señor Wooly is an online resource with leveled readers specifically chosen for middle school aged language learners. In order to have access to these technology resources on a daily basis, the team is also recommending Chromebooks, carts, and headphones for the middle school Spanish curriculum.

As a result of the in-depth review process described in this report, the following instructional technology were selected were selected to support the use of Rosetta Stone and Señor Wooly (Appendix C):

<u>Location</u> Bullen Middle School	<u>Class</u> Spanish	Materials Chromebooks Cart	Cost
		Headphones	\$9,905
Lance Middle School	Spanish	Chromebooks Cart	#0.005
		Headphones	\$9,905
Mahone Middle School	Spanish	Chromebooks Cart	
		Headphones	\$9,905
Washington Middle School	Spanish	Chromebooks Cart	
		Headphones	\$9,905

Total Cost: \$49,525.

New material benefits:

- Updated instructional resources to enhance world language curriculum;
- Ability to have everyday access to technology for language acquisition; and
- Access to technology for cultural and communication projects to prepare for advanced placement courses in high school.

The instructional materials selected to support the Kenosha Unified School District world language curriculum would be put into place for the start of the 2020-21 school year.

Middle school world language will begin Phase 4 of the curriculum development process in September 2020. Throughout the school year, the coordinator of language acquisition will work with teachers and principals to monitor the impact of the instructional resources. The Phase 4 work will include:

- Assessing student progress using assessments embedded in the program;
- Planning and activating the ongoing program evaluation design; and
- Collecting teacher feedback.

Administration recommends that the Board of Education grant approval to purchase secondary Chromebooks and Chromebook carts for middle school World Language as outlined in this report, including Appendix F, showing an estimated purchase cost of \$49,525."

Ms. Stevens moved to approve the purchase of the secondary Chromebooks and Chromebook carts for middle school World Language as outlined in this report, including Appendix F, showing an estimated purchase cost of \$49,525. Mrs. Modder seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced 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 welding coursework. Kenosha Unified School District has been offering welding at Indian Trail High School for the past two years, at LakeView in the SMV club and will begin to offer welding instruction at Bradford and Tremper in the 2020-21 school year.

The current equipment in the district schools does not meet the need of training students because it is outdated or needs to be replaced due to overuse. 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 through a grant they have received.

Gateway Technical College instructors have helped KUSD select the equipment to ensure that it will meet the needs of local employers. This grant will support the purchase of equipment essential for training our students in welding.

The equipment request for the welding course includes: booths, mats, PPE (personal protective equipment), tables, tanks, auxiliary equipment and welders. Kenosha Unified School District is requesting the maximum grant amount of \$50,000. The remaining \$120,000 needed to complete the purchase of welding equipment was approved by the Board at the February 25, 2020 Board meeting as part of the unallocated funds in the 2019-2020 adopted budget report.

Within the manufacturing industry, welders play an important part of the manufacturing process. Basic welding skills are the same across industries which allows welders to easily find work within multiple industries. The American Welding Society indicated that there will be a deficit of 400,000 welders by 2024 due to an aging workforce.

Students who currently have welding skills within our Youth Apprenticeship program have easily found positions within the Kenosha community and full-time employment after graduation. We also have teamed with Gateway Technical College to offer welding certifications for our students to make them more marketable to area employers.

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."

Ms. Adams 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. Mrs. Modder seconded the motion. Unanimously approved.

Ms. Adams presented the Donations to the District.

Mr. Wade moved to approve the Donations to the District. Mr. Garcia seconded the motion. Unanimously approved.

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

Meeting adjourned at 7:50 P.M.

Stacy Schroeder Busby School Board Secretary

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Kenosha Unified School District Kenosha, Wisconsin Summary of Cash Receipts and Disbursements June 23, 2020

CASH RECEIPTS	reference	total
May 2020 Wire Transfers-In, to Johnson Bank from	n:	
WI Department of Public Instruction	state aids register receipts	\$ 499,054.47
District Municipalities	tax settlement - May payment	9,165,475.07
Johnson Bank	account interest	239.12
Bankcard Services (MyLunchMoney.com)	food services credit card receipts (net of fees)	138.03
Bank (RevTrak)	district web store receipts (net of fees)	(3,833.70)
Retired & Active Leave Benefit Participants	premium reimbursements	25,433.59
WI Department of Revenue	tax exempt personal property aid	787,369.62
HHS	head start grant	141,969.22
USAC	USAC E-Rate	40,209.20
Various Sources	small miscellaneous grants / refunds / rebates	69,920.65
Total Incoming Wire Transfers		10,725,975.27
May 2020 Deposits to Johnson Bank - All Funds: General operating and food services receipts	(excluding credit cards)	1,659,435.09
TOTAL MAY CASH DESCRIPTS		A 40 005 440 00
TOTAL MAY CASH RECEIPTS		\$ 12,385,410.36
CASH DISBURSEMENTS	reference	total
May 2020 Wire Transfers-Out, from Johnson Bank	to:	
Payroll & Benefit wires Individual Employee Bank Accounts	net payrolls by EFT (net of reversals)	\$ 7,632,045.14
WI Department of Revenue	state payroll taxes	514,477.84
WI Department of Revenue	state wage attachments	1,975.59
IRS	federal payroll taxes	2,642,545.11
Delta Dental		239,689.23
Diversified Benefits Services	dental insurance premiums	11,680.17
Employee Trust Funds	flexible spending account claims	1,554,529.44
NVA	wisconsin retirement system	21,300.43
	vision insurance premiums	342,892.00
Optum	HSA	
Various	TSA payments	343,635.75
Subtotal		13,304,770.70
General Operating Wires		186,550.58
US Bank	purchasing card payment-individuals	
Kenosha Area Business Alliance	LakeView lease payment	16,666.67
Johnson Bank	banking fees	705.09
United Healthcare	health insurance premiums	3,199,608.06
Various	returned checks	85.00
Subtotal		3,403,615.40
Total Outgoing Wire Transfers		\$ 16,708,386.10
May 2020 Check Registers - All Funds:		
Net payrolls by paper check	Register# 01009DP, 01010P	\$ 7,119.21
Conoral operating and feed convices	Check# 591744 thru Check# 593347	A 353 670 40
General operating and food services Total Check Registers	(net of void batches)	4,353,678.18 \$ 4,360,797.39
TOTAL MAY CASH DISBURSEMENTS		\$ 21,069,183.49
*See attached sunnlemental report for nurchasing card transact	tion information	, , , , , , , , , , , , , , , , , , , ,

^{*}See attached supplemental report for purchasing card transaction information

Transaction Summary by Merchant

Merchant Name	Total	
CAPTIVE-8 INC.	\$	84,037.67
GRANITE INDUSTRIES	\$	6,990.00
ULINE *SHIP SUPPLIES	\$	6,555.85
3654 INTERSTATE	\$	6,203.45
JMB & ASSOCIATES	\$	5,085.00
LINCOLN CONTRACTORS SUPPL	\$	4,916.57
HALLMAN LINDSAY PAINTS -	\$	3,697.53
GRAINGER	\$	3,669.79
REI*GREENWOODHEINEMANN	\$	3,657.29
MENARDS KENOSHA WI	\$	3,405.58
PRE K TEACH AND PLAY	\$	3,234.00
HAJOCA KENOSHA PC354	\$	3,152.57
HEARTLAND BUSINESS SYSTEM	\$	3,114.06
RAYNER AND RINN SCOTT INC	\$	3,020.80
HEAT & POWER PRODUCTS INC	\$	2,866.88
MARK S PLUMBING PARTS	\$	2,765.11
GRIZZLY INDUSTRIAL PHONE	\$	2,123.75
SPEEDY METALS - WEBSITE	\$	1,804.55
THE WEBSTAURANT STORE	\$	1,788.56
STERICYCLE	\$	1,765.37
SIGNARAMA	\$	1,728.25
PROVANTAGE	\$	1,677.69
BARNES & NOBLE #2037	\$	1,582.89
THE WINDOW GROUP INC	\$	1,518.39
SP * SPHERO/LITTLEBITS	\$	1,508.90
VEHICLE MAINT. & FUEL	\$	1,372.54
WELDINGSUPPLIESIOC WELDIN	\$	1,321.75
USPS PO 5642800260	\$	1,272.55
FIRST SUPPLY LLC #2033	\$	1,247.01
VISTAPR*VISTAPRINT.COM	\$	1,221.26
MCMASTER-CARR	\$	1,204.55
IN *AMERICAN LASER MARK I	\$	1,149.05
EDUCATIONAL TECHNOLOGY	\$	1,041.00
DASH MEDICAL GLOVES	\$	1,026.90
FILTRATION CONCEPTS INC	\$	983.74
SPOTIFY AD STUDIO	\$	977.91
HUDL	\$	900.00
GOLF TEAM PRODUCTS	\$	900.00
BUILDERS HARDWARE AND HOL	\$	830.00
CUSTOMINK LLC	\$	809.34
TOTAL ENERGY SYSTEMS	\$	770.00
JUNIOR THEATER GROUP	\$	700.00
HIGHWAY C SERVICE INC	\$	671.91
USAC	\$	663.68
CUSTOMINK GROUPS	\$	663.42
LOWES #02560*	\$	638.81
WISCONSIN ASSOCIATION OF	\$	635.13

Transaction Summary by Merchant

Merchant Name	Total	
TOWN & COUNTRY GLASS INC	\$	632.00
JOHNSON CONTROLS SS	\$	627.00
WPY*3D INSTITUTE	\$	618.60
FACEBK ULFHAQ6882	\$	591.43
CONNEY SAFETY	\$	560.33
LUX BLOX LLC	\$	559.98
USPS.COM POSTAL STORE	\$	551.80
AMZN MKTP US*MC2EA4U90	\$	519.80
GBC E-COMMERCE	\$	515.00
PAYPAL *BRAUNTHERM	\$	514.98
WOODWORKERS HARDWARE I	\$	505.75
HOMEDEPOT.COM	\$	505.02
RESTAURANTS & CATERING	\$	496.21
BAUDVILLE INC.	\$	482.09
SMARTSIGN	\$	481.29
COLUMBIA PIPE & SUPPLY	\$	450.98
REVERE ELECTRIC SUPPLY CO	\$	427.52
FERGUSON ENT #1020	\$	421.00
GOOGLE *ADS9789384311	\$	417.95
THE HONORS PROGRAM	\$	413.65
WAV*REACTION GFX LLC	\$	412.50
IN *ECONO SEWER AND DRAIN	\$	400.00
INDUSTRIAL CONTROLS	\$	396.70
NASSP PRODUCT & SERVICE	\$	385.00
ADOBE CREATIVE CLOUD	\$	379.67
KIMBALL MIDWEST PAYEEZY	\$	365.97
MONSTER JANITORIAL LLC	\$	358.57
IN *IMAGINE U, LLC	\$	357.50
HARBOR FREIGHT TOOLS 358	\$	349.95
DSPS EPAY ISE	\$	340.00
SAMS CLUB #6331	\$	335.28
RIVERSIDE INSIGHTS	\$	327.60
ZOOM.US 888-799-9666	\$	316.29
JOHNSTONE SUPPLY	\$	294.78
REINDERS - BRISTOL	\$	291.71
E-CONOLIGHT	\$	280.95
SCHOOL CASH SUPPLIES	\$	278.05
AT&T*BILL PAYMENT	\$	275.12
NAESP-PEAP	\$	263.00
KENOSHA PUBLIC MUSEU	\$	250.00
PRAIRIE SIDE TRUE VALUE	\$	249.99
ISTE	\$	225.00
FASTENAL COMPANY 01WIKEN	\$	218.39
SPECTRUM	\$	213.80
TRAINERS WHS * OFFICE OX	\$	206.22
AMZN MKTP US*RK7AB1RP3	\$	200.30
VIKING ELECTRIC-MILWAUKEE	\$	199.69

Transaction Summary by Merchant

Merchant Name	Total	
HONORS GRADUATION	\$	189.00
SHRM LEARNING SYSTM SHRM	\$	185.94
HAJOCA ABLE DIST 353	\$	185.87
PAYPAL *PRUNYARD	\$	185.00
SHOWMARK MEDIA	\$	183.90
TRANE SUPPLY-116407	\$	160.47
MICHAELS #9490	\$	159.45
OFFICEMAX/DEPOT 6358	\$	151.75
FIRE BRICK	\$	151.20
VIKING ELECTRIC - KENOSHA	\$	150.20
E GROUP INC	\$	149.00
GFS STORE #1919	\$	146.89
MROSUPPLY.COM	\$	140.00
SOSMETAL PRODUCTS INC	\$	130.32
CROWN AWARDS INC	\$	129.27
AMZN MKTP US*MR1O49U43	\$	119.61
AMAZON PRIME*BB93R4423	\$	119.00
1000BULBS.COM	\$	111.86
AIRGAS USA, LLC	\$	109.56
BUILDASIGN.COM	\$	107.56
SQ *LAB MIDWEST LLC	\$	104.00
AMZN MKTP US*MC4ZK8BI2	\$	101.93
SP * CLEANINGPARTSDIRE	\$	93.83
ROBOTSHOP.COM	\$	89.95
BEACON ATHLETICS, LLC	\$	86.50
AMAZON.COM*RT4QD78B3	\$	85.78
AMZN MKTP US*II0RC02S3	\$	80.12
COSTCO WHSE #1198	\$	79.32
TECHSTREET-CLARIVATE	\$	77.75
WALGREENS #9605	\$	73.39
V BELT GLOBAL SUPPLY	\$	66.97
SCIENCEKITSTORE.COM	\$	63.26
IN *HEALTHY FOOD MOVEMENT	\$	60.00
MAILCHIMP	\$	59.99
SHERWIN WILLIAMS 703180	\$	56.48
USPS KIOSK 5683109550	\$	55.00
DOLLAR TREE	\$	54.60
AMZN MKTP US*MC18712S0	\$	52.99
CORE & MAIN LP 227	\$	52.50
SQ *BG ARTFORMS / A	\$	51.04
SQ *BG ARTFORMS / ARIZONA	\$	51.04
MOBILE ONE	\$	50.00
ZOOM.US	\$	50.00
AMZN MKTP US*AD11K5E03	\$	49.57
AMZN MKTP US*SV77U4UU3 AM	\$	49.57
AMZN MKTP US*T472P66B3	\$	49.57
KNIVES & BLADES	\$	47.50
	7	

Transaction Summary by Merchant

Merchant Name	Total	
LYNCH TRUCK CENTER	\$	46.96
GOODWAY TECHNOLOGIES	\$	44.32
AMAZON.COM*9J3784D93	\$	42.19
AMZN MKTP US*1R9EJ04K3	\$	41.99
SMK*WUFOO.COM CHARGE	\$	39.00
AMZN MKTP US*F59L239T3	\$	36.91
MENARDS RACINE WI	\$	36.55
CHRISTOPHER R GREEN SR	\$	36.00
HOLLAND SUPPLY INC	\$	33.60
USPS PO 5666100158	\$	33.00
USPS PO 5676000170	\$	33.00
ADOBE STOCK	\$	31.64
AMZN MKTP US*8M2WE4LE3 AM	\$	27.99
AMZN MKTP US*MC8FT88R1	\$	27.98
GARTNER STUDIOS - ECOMMER	\$	26.46
NATIONAL FEDERATION OF ST	\$	25.64
NATIONS PHOTO LAB	\$	25.07
FASTSIGNS 301101	\$	22.66
AMAZON.COM*3743I8XE3	\$	22.54
USPS.COM CLICKNSHIP	\$	15.05
AMZN MKTP US*T58TE5MR3 AM	\$	14.99
SPOTIFY USA	\$	10.54
OFFICEMAX/DEPOT 6358	\$	10.54
USPS PO 5611100104	\$	10.35
AMAZON.COM*MC7NS08I2 AMZN	\$	8.56
DSPS E SERVICE FEE COM	\$	6.80
APPLE.COM/BILL	\$	2.99
AMAZON PRIME*W558W5DE3	\$	2.00
AMAZON.COM	\$	(3.24)
WI DFI WS2 CFI CC EPAY	\$	(20.00)
AMZN MKTP US	\$	(20.80)
SKILLPATH / NATIONAL	\$	(24.98)
ROBERT BROOKE & ASSOCIATE	\$	(45.53)
ACT*MARINEADVANCEDTECH	\$	(140.00)
WISCONSIN EDUCATIONAL MED	\$	(280.00)
KENOSHA AREA BUSINESS	\$	(420.00)
MILWAUKEE SYMPHONY ORCHES	\$	(504.00)
FRONTLINE EDUCATION	\$	(595.00)
TIMBER-LEE MINISTRIES	\$	(900.00)
HOTEL	\$	(1,109.97)
NATIONAL COUNCIL OF SUPER	\$	(2,025.00)
TESOL INTERNATIONAL ASSOC	\$	(2,400.00)
AIRLINE	\$ \$	(4,030.18)
N C T M	\$	(7,740.00)
US Bank Purchasing Card Payment - Individuals	\$	186,550.58
OS Dank Fulchasing Card Fayment - Individuals	φ	100,000.08

KENOSHA UNIFIED SCHOOL DISTRICT Kenosha, Wisconsin

June 23, 2020

Administrative Recommendation

It is recommended that the May 2020 cash receipt deposits totaling \$1,659,435.09, and cash receipt wire transfers-in totaling \$10,725,975.27, be approved.

Check numbers 591744 through 593347 (net of voided batches) totaling \$4,353,678.18, and general operating wire transfers-out totaling \$3,403,615.40, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the May 2020 net payroll and benefit EFT batches totaling \$13,304,770.70, and net payroll check batches totaling \$7,119.21, be approved.

Dr. Sue Savaglio-Jarvis Superintendent of Schools

Tarik Hamdan Chief Financial Officer

Lisa M. Salo, CPA Accounting Manager



Standing Together for Public Education

WHEREAS, in December 2019, a novel coronavirus known as SARS-CoV-2 was first detected, causing outbreaks of the coronavirus disease COVID-19 that spread globally; prompting the President of the United States to declare a national emergency on March 13, 2020, under authority vested in him by the Constitution and laws of the United States of America; and

WHEREAS, the nonpartisan Learning Policy Institute projects that almost 320,000 school district positions could be cut nationwide if states cut their education budgets by 15% due to the economic recession; and

WHEREAS, our nation's future well-being relies on investing in the cornerstone of our democracy – high-quality public education systems that prepare all students for higher education, careers, and lifelong learning even in the midst of a global pandemic; and

WHEREAS, the 2020-2021 school year will be history making in that the impacts of COVID-19 have exacerbated long-standing inequities in our public schools and will require comprehensive changes to improve our students' lives, from mental health and nutritional supports to access to educational technology and beyond; and

WHEREAS, all district staff should have proper personal protective equipment (PPE) and training to help protect students, colleagues, families, and themselves from contracting and spreading COVID-19; and

WHEREAS, the voices of educators are critical to ensuring student-centered decision-making and a successful transition into the 2020-21 school year; and

WHEREAS, the Kenosha Unified Board of Education will collaborate with staff and the community to ensure the interests of students, especially those most vulnerable, are represented in critical decision-making processes responding to the global pandemic.

NOW, THEREFORE, BE IT RESOLVED that the Kenosha Unified School Board supports the passage of legislation by the United States Congress appropriating at least \$175 billion to fill COVID-19 budget gaps that threaten students in public schools. To ensure the ongoing support of students, educators, and communities, the Kenosha Unified School Board together with the Kenosha Education Association, support:

- 1. At least \$175 billion: Provision of emergency funding directly to state governments to support local school districts, and
- 2. At least \$25 billion: \$13 billion to support IDEA and \$12 billion to support Title I, and
- 3. At least \$4 billion: To close the homework gap and fund technology to further enable home-based learning and close inequities in broadband internet access, and
- 4. Additional funding to provide PPE to protect the health and well-being of students and district staff by limiting the spread of COVID-19 in our community.

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

President, Board of Education		Superintendent of Schools
	Secretary, Board of Education	
	Members of the Board:	

Resolution 362 June 23, 2020



In recognition of Juneteenth Independence Day 2020

WHEREAS, President Abraham Lincoln issued the Emancipation Proclamation on January 1, 1863, proclaiming all individuals enslaved in Confederate territory to be forever free, and ordered the Army and all parts of the executive branch to treat as free all those enslaved; and

WHEREAS, news of the end of slavery did not reach the State of Texas and other Southwestern states until months after the conclusion of the Civil War; and

WHEREAS, on June 19, 1865, Union soldiers, led by Major General Gordon Granger, arrived in Galveston, Texas, and enforced President Lincoln's order, freeing slaves two and a half years after it was first decreed; and

WHEREAS, enslaved African Americans celebrated their freedom and June 19 became known as Juneteenth Independence Day and has served as inspiration and encouragement to future generations for more than 150 years – the oldest commemoration of the abolition of history throughout the nation; and

WHEREAS, 46 states, the District of Columbia and countries throughout the world have designated Juneteenth Independence Day as a special day remembrance, reflection, and celebration across the state and the nation, a day to honor the elimination of slavery and to celebrate the proclamation of freedom; and

WHEREAS, the day honors the sacrifices made to realize freedom and educates others about the roles that African Americans have played in history and the ongoing fight for equality; and

NOW, *THEREFORE*, *BE IT RESOLVED* that the Kenosha Unified School Board recognizes the importance of Juneteenth Independence Day and supports the annual celebrations and the lessons they teach regarding the significant role African Americans have played in the history of the United States.

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

President, Board of Education		Superintendent of School
	Secretary, Board of Education	
	Members of the Board:	
	Resolution 363	

June 23, 2020

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1 Kenosha, Wisconsin

June 23, 2020

LAKEVIEW TECHNOLOGY LEASE EXTENSION

Background:

The existing lease for the building housing Lakeview Technology Academy between the Kenosha Area Business Alliance Foundation (KABAF) and the Kenosha Unified School District (KUSD) commenced on July 1, 2005. In addition, KUSD and Gateway Technical College (GTC) entered into a sublease for the building on that same day. The lease and sublease are set to expire on June 30, 2020. KABAF, KUSD, and GTC are in the process of developing a long-term plan for Lakeview, and it is the intent of all three parties that the plan be comprehensive in order to provide the best learning environment possible within the financial capacity of all three organizations. In order to provide adequate time for that plan to be developed and implemented, representatives of the three organizations agreed that a short-term lease extension was the most prudent course of action.

This short-term lease extension involves a one-year extension at the same terms and conditions of the existing lease including no increase in rent payment for the year beginning July 1, 2020. Two additional one-year extensions are also accounted for with an agreed upon increase in base rent each year as determined by the Consumers Price Index for all Urban Consumers (CPI-U). The proposed extension agreement is provided as the Attachment to this report.

Administration Recommendation:

Administration recommends Board approval of the lease extension for Lakeview Technology Academy as described in this report.

Dr. Sue Savaglio-Jarvis Superintendent of Schools Mr. Tarik Hamdan Chief Financial Officer

Mr. Patrick M. Finnemore, P.E. Director of Facilities

LEASE AGREEMENT

The lease of Lakeview Technology Academy located at 9449 – 88th Avenue in the Village of Pleasant Prairie for a public school by the Kenosha Area Business Alliance Foundation (KABAF) as lessor and the Kenosha Unified School District (KUSD) as lessee, expires on or about June 30, 2020. In addition, the sublease agreement between KUSD and Gateway Technical College (GTC) is set to expire on that same day.

The three parties mutually agree to extend the original lease dated July 1, 2005, by the period of one year commencing from what would have been the expiration of the existing lease under the same terms and conditions of that lease.

Furthermore, the three parties mutually agree that this extension could be extended by up to two additional one-year periods with an increase in base rent each year as determined by the Consumers Price Index for All Urban Consumers (CPI-U).

Finally, the three parties mutually agree that the Option to Purchase identified in Paragraph 8 of the lease is terminated and is of no force or effect.

KENOSHA AREA BUSINESS ALLIANCE FOUNDATION

BY:		
	Name	
	Title	
	Date:	
	KENOSHA UNIFIED SCHOOL DISTRICT	
BY:		
ы.	Thomas Duncan	
	School Board President	
	Date:	
	GATEWAY TECHNICAL COLLEGE	
BY:		_
	Bryan Albrecht	
	President	
	Date:	
STATE OF WISCONSIN)		
· :S	S.	
COUNTY OF KENOSHA)		
	ore me on this day of, 2	
	liance Foundation, Thomas Duncan, Scho	
	OOL DISTRICT, a Wisconsin common scho	
Albrecht, President of Gate	way Technical College, to me known as Ti	tle of the KABA
Foundation, President of the	KUSD School Board, and President of Gate	way Technical College,
and acknowledged to me tha	t they executed the foregoing instrument as	such officers as the
agreement of said organization	ons, by their authority.	
	Noton, Dublic Kanas	ha County M/I
	Notary Public, Kenos	•
	My Commission expi	es.is:

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Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

REPORT OF CONTRACTS IN AGGREGATE OF \$25,000

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

The contracts/agreements in aggregate of \$25,000 that have been added to the Contract Management Database subsequent to June 23, 2020 with approval of the purchasing agent are shown in the database in coral color. Board members may access this database while on district property.

Link to Contract Management Database

Approval of Contract in Aggregate of \$25,000

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

Vendor	Program/Product	Amount
Racial Equity Institute (REI)	The procurement of the Racial Equity Institute (REI) Phase I Training Proposal will provide equity training for KUSD staff.	\$121,000.00

Dr. Sue Savaglio-Jarvis Mr. Tarik Hamdan Superintendent of Schools Chief Financial Officer

Julie Housaman Maria Kotz

Chief Academic Officer, Teaching and Learning Principal, Reuther High School

Yolanda Jackson- Lewis Mr. Robert Hofer Coordinator of Diversity/Student & Family Engagement Purchasing Agent

Jennifer Folkers Coordinator of Professional Learning

PURCHASE/CONTRACT RATIONALE

Per School Board Policy 3420, please complete the following to be attached to your purchase order/contract. Additional information may be required and presented before the District's School Board for approval. Your submission must allow for adequate time for the Board to approve.

endor: <u>Racial Equity Institute (REI)</u>
urchased Good/Program: REI Phase 1 Training
tart Date/Date Needed: August 11, 2020

1. PURPOSE – What is the purpose of the proposed purchase?

Kenosha Unified School District leaders and site-based equity teams will participate in professional learning during the 2020-2021 school year in order to develop their capacity to understand racism in its institutional and structural forms. With a clear understanding of how institutions and systems are producing unjust and inequitable outcomes, leaders and building teams will be better equipped to work for change within their building or department. They will also build their capacity to identify root causes of disparity in order to establish goals and strategies based on that deeper understanding. Leaders and equity teams will also develop an analysis of institutional racism that supports Kenosha Unified School District in adopting a common understanding of the problem and a common language to address it within all buildings and departments.

- 2. FUNDING What is the total cost of purchase and the funding source? \$121,000 Professional Learning budget
- 3. REQUEST FOR PROPOSAL (RFP) indicate if an RFP has been completed YES NO If no, please request an RFP packet Yes

4. EDUCATIONAL OUTCOME – What is the educational outcome of this purchase?

District Educational Leaders and Building Equity Teams will gain the following outcomes:

- A capacity to better understand racism in its institutional and structural forms.
- A shared understanding and vocabulary as they continue to engage in internal work
- A professional learning plan for their school building/ departments focusing on equity.

See Appendix A and B for greater detail

- Appendix A- KUSD 2020-2021 KUSD Equity Professional Learning
 - Attachment 1- Participant Listing
- Appendix B- Racial Equity Institute Proposal

5. START DATE – When is the anticipated start date?

August 11 & 12 and August 13 & 14

Your response does not establish approval of either a contract or a purchase order.

Mamy Date 6-10-2020

Appropriate Leadership Signature

2020- 2021- Developing Equity Leaders

Date	Action - Professional Learning	Intended Outcomes	Participants
August 11 & 12 (2 sessions) August 13 & 14 (1 session)	Racial Equity Institute - Phase 1 Training (2 Day Training)- For Leaders August 11 & 12	 Develop the capacity of participants to understand racism in its institutional and structural forms. Moving the focus from individual bigotry and bias Present a historical, cultural, structural and institutional analysis of racism. With a clear understanding of how institutions and systems are producing unjust and inequitable outcomes, participants are better equipped to work for change. Builds the capacity of participants to identify the root causes of disparity and establish goals and strategies based on that deeper understanding. Participants develop an analysis of institutional racism that supports their organization in adopting a common understanding of the problem and a common language to address it. This paradigm shifting experience redefines issues of equity as they manifest today in systems and institutions and the attendant actions of individuals. 	■ 35 - ESC Administrators □ Superintendent □ Chiefs □ Directors □ Coordinators □ Supervisory ■ 57 - Building Leaders □ Principals □ Assistant □ Principals □ Board of □ Education □ Instructional/ □ non-instructional □ staff Each of the three sessions will □ have the following □ participants: □ 11- ESC Administrators/ □ Supervisors □ 10- Building Principals & Assistant Principals □ 7- KUSD Community

Date	Action - Professional Learning	Intended Outcomes	Participants
September 2020- May 2021	Ongoing Professional Learning with Leaders	 Continue to engage in learning that is focused on self-reflection, including reassessing one's own personal perspective. Demonstrate communication skills that enable intercultural communication, including effective listening skills Describe various elements inherent to one's own culture and to other cultures: history, values, politics, communication styles, economy, beliefs, practices, etc. Increase skills to develop strategies that remove barriers in policies, programs, and practices, focusing on race and ability issues 	 27 - ESC Administrators 57 - Building Principals & Assistant Principals
January 2021- February 2021	Develop Building Level Equity Teams Each building leader will assemble a team including:	Create an equity team at each school building	Participants: Each team will have 5-10 members depending on the size of the building. • High Schools (6-10 Members) • Middle Schools (6-8 Members) • Elementary (5-8 Members)

Date	Action - Professional Learning	Intended Outcomes	Participants
Pebruary 2021- March 2021	Action - Professional Learning Racial Equity Institute - Phase 1 Training (2 Day Training) for Building Equity Teams Group A- 2 Days Up to 40 participants \$11,000 Group B- 2 Days Up to 40 participants \$11,000 Group C- 2 Days Up to 40 participants \$11,000 Group D- 2 Days	 Intended Outcomes This training will provide a foundation for the building equity teams' next steps of providing ongoing equity professional learning and creating spaces for courageous conversations. Develop the capacity of participants to understand racism in its institutional and structural forms. Moving the focus from individual bigotry and bias Present a historical, cultural, structural and institutional analysis of racism. With a clear understanding of how institutions and systems are producing unjust and inequitable outcomes, participants are better equipped to work for change. 	Participants: 280 Building Equity Teams & District Teacher Leaders:
	 Up to 40 participants \$ 11,000 Group E- 2 Days Up to 40 participants \$ 11,000 Group F- 2 Days Up to 40 participants \$ 11,000 Group E- 2 Days Up to 40 participants \$ 11,000 Group F- 2 Days Up to 40 participants \$ 11,000 Group F- 2 Days Up to 40 participants \$ 11,000 Total Cost = \$88,000 	 Builds the capacity of participants to identify the root causes of disparity and establish goals and strategies based on that deeper understanding. Participants develop an analysis of institutional racism that supports their organization in adopting a common understanding of the problem and a common language to address it. This paradigm shifting experience redefines issues of equity as they manifest today in systems and institutions and the attendant actions of individuals. 	

Date	Action - Professional Learning	Intended Outcomes	Participants
January 2021- May 2021	Development of District Equity Professional Learning Modules School level teams will guide their schools through this professional learning during the 2021-2022 school year.	Develop modules to assist building level teams in facilitating professional learning sessions and conversations that: Develop the capacity of participants to understand racism in its institutional and structural forms. Increase awareness of the history of marginalization Learn foundational concepts of assets vs. deficit based thinking Consistently engage in identity development and self-reflection	Participants: The District Equity Team will collaborate with other district leaders and equity organizations to develop the learning modules.
June 2021- August 2021	2020-2021 Site-based Equity Professional Learning Planning	 Develop the capacity of participants to understand racism in its institutional and structural forms. Increase awareness of the history of marginalization Learn foundational concepts of assets vs. deficit based thinking Consistently engage in identity development and self-reflection 	Participants: Building Level Equity Teams

Racial Equity Institute- Phase 1 Participants

August 11 & 12 or August 13 & 14

Job Title	Department/ School
Assistant Principal	Harborside Academy
Assistant Principal	Washington Middle
Assistant Principal	Bradford High
Assistant Principal	Mahone Middle
Assistant Principal	Bradford High
Assistant Principal	KTEC- West
Assistant Principal	Tremper High
Assistant Principal	KTEC- East
Assistant Principal	Indian Trail
Assistant Principal	Lance Middle
Assistant Principal	KTEC-West
Assistant Principal	Tremper High
Assistant Principal	Lincoln Middle
Assistant Principal	Indian Trail
Assistant Principal	Indian Trail
Assistant Principal	Bullen Middle
Assistant Principal	Tremper High
Chief Academic Officer	Teaching and Learning
Chief Communications Officer	Communications
Chief Financial Officer	Finance
Chief Information Officer	Educational Accountability & Informational Services
Chief of School Leadership	School Leadership
Community School Relations Coordinator	Communications
Coordinator of Athletics, Health & PE, Rec. & Senior Center	Teaching and Learning
Coordinator of Career and Technical Education	Teaching and Learning
Coordinator of Diversity/ Student & Family Engagement	School Leadership
Coordinator of Diversity/Student & Family Engagement	School Leadership
Coordinator of Fine Arts	Teaching and Learning
Coordinator of Library Media & Instructional Technology	Teaching and Learning

Coordinator of Literacy	Teaching and Locasins
Coordinator of Literacy	Teaching and Learning
Coordinator of Mathematics	Teaching and Learning
Coordinator of Professional Learning	Teaching and Learning
Coordinator of Science	Teaching and Learning
Coordinator of Social Studies and Educator Effectiveness	Teaching and Learning
Coordinator of Special Education	SPED & Student Support
Coordinator of Special Education	SPED & Student Support
Coordinator of Special Education	SPED & Student Support
Coordinator of Student Support	SPED & Student Support
Coordinator of Talent Development	Teaching and Learning
Coordinator of World Language and Language Acquisition Programs	Teaching and Learning
Custodial Supervisor	Facilities
Database Supervisor	Educational Accountability & Informational Services
Director	LakeView Technology Academy
Administrator of Early Childhood Programming	Early Childhood
Director of Special Education and Student Support	SPED & Student Support
Director of Title Programs	School Leadership
Food Service Production Manager	Food Service
Maintenance Supervisor	Facilities
Payroll Supervisor	Finance
Principal	Bradford High
Principal	KTEC
Principal	Curtis Strange Elementary
Principal	Nash Elementary
Principal	Bullen Middle
Principal	Hillcrest School
Principal	Forest Park Elementary
Principal	Kenosha eSchool
Principal	Frank Elementary
Principal	Whittier Elementary

Principal	Lance Middle
Principal	Lincoln Middle
Principal	Washington Middle
Principal	Vernon Elementary
Principal	McKinley Elementary
Principal	Harborside Academy
Principal	Harvey Elementary
Principal	Mahone Middle
Principal	Jeffery Elementary
Principal	Brass Elementary
Principal	Indian Trail
Principal	Tremper High
Principal	Roosevelt Elementary
Principal	Reuther High
Principal	Brompton School
Principal	Wilson Elementary
Principal	Southport Elementary
Principal	Stocker Elementary
Principal	Dimensions of Learning
Principal	Pleasant Prairie
Principal	Prairie Lane Elementary
Principal	Grewenow Elementary
Principal	Somers Elementary
Principal	EBSOLA- Creative Arts
Principal	Jefferson Elementary
Principal	Grant Elementary
Principal	Bose Elementary
Principal	EBSOLA- Dual Language
Regional Coordinator of Leadership and Learning- Secondary	School Leadership
Regional Coordinator of Leadership and Learning-Elementary	School Leadership

	Educational Accountability & Informational
Regional Tech Support Technician	Services
School Board Member	Board of Education
School Board Member	Board of Education
School Board Member	Board of Education
School Board Member	Board of Education
School Board Member	Board of Education
School Board Member	Board of Education
School Board Member	Board of Education
Superintendent	Superintendent
	Educational Accountability & Informational
Systems Support Specialist	Services

RACIAL EQUITY TRAINING PROPOSAL

2020-2021

Racial Equity Institute 454 Gorrell Street Greensboro, NC 27406 Racialequityinstitute.org

Contact: Megan Hayes-Bell megan@racialequityinstitute.org (336) 362-3533

Fed ID 26-2299693





The Racial Equity Institute (REI), established in 2007, is an alliance of trainers and organizers who are committed to bringing awareness and analysis to the root causes of disparities and disproportionality in order to create racially equitable organizations and systems. Even 50 years after significant civil rights' gains, the impact of race continues to shape the outcomes of all institutions. REI trainers and organizers help individuals and organizations develop tools and processes to challenge patterns of institutional power and to grow institutional equity.

REI Analytical Framework and Approach.

The Racial Equity Institute (REI) frames its organizational racial equity work within a context of understanding that organizations are not simply "good" or "bad" at being anti-racist, but are rather somewhere along a continuum. Our process is designed to help organizations move from identifying racism with actions of individuals to understanding its institutional nature, which is usually unintentional and oftentimes very hard to see.

Our approach is different from that of organizational consultant in that we bring a process in which visions of change can grow and become real. We help organizations create structures for their work that allow for accountability and responsibility outside of the limits of their present organizational roles and relationships. It is our belief that the work of organizing is central to organizational transformation. Individual problems, when put in an organizing context, can be translated into shared issues. Addressing shared issues creates opening for meaningful change.

This unique approach is based on our experience that the goals of understanding and addressing racism and organizational reform cannot be achieved in a workshop alone. To understand racism and effectively address it requires a consistent and committed effort. Our approach helps participants understand that racism has an institutional and systemic manifestation that does not require the intention of individuals.

SCOPE OF WORK

SERVICES TO BE PERFORMED.

REI's two-day Phase 1 WS training is designed to develop the capacity of participants to better understand racism in its institutional and structural forms. Moving away from a focus on personal bigotry and bias, this workshop presents a historical, cultural, and structural analysis of structural racism; understanding and controlling implicit bias; race, poverty, and place; markedness theory; institutional power arrangements and power brokers; importance of definitions of race and racism; history and legacy of race in American economic and policy development; racial identity and its interaction with institutional culture. With shared language and a clearer understanding of how institutions and systems are producing unjust and inequitable outcomes, participants should leave the training better equipped to begin to work for change.

EXPECTED OUTCOMES.

REI's two (2) day Phase 1 training is designed to develop the capacity of participants to understand racism in its institutional and structural forms. Moving the focus from individual bigotry and bias, the Racial Equity Institute's Phase I Workshop presents a historical, cultural, structural and institutional analysis of racism. With a clear understanding of how institutions and systems are producing unjust and inequitable outcomes, participants are better equipped to work for change. It builds the capacity of participants to identify the root causes of disparity and establish goals and strategies based on that deeper understanding. Participants develop

an analysis of institutional racism that supports their organization in adopting a common understanding of the problem and a common language to address it. This paradigm shifting experience redefines issues of equity as they manifest today in systems and institutions and the attendant actions of individuals. The Phase 1 Training Agenda is attached as Appendix 1.

FACILITATORS, PARTICIPANTS & LOGISTICS.

Facilitators. Company personnel assigned to perform the Services are Deena Hayes-Greene, Suzanne Plihcik, Bayard Love, Matthew Bell, Monica Walker, Robert Stevens, Berwick Davenport, Jennifer Schaal, George Clopton, Dominick Hand, and Craig Davis.

Participants. Workshops shall include a maximum of forty (40) participants in accordance with state and federal guidelines.

Logistics. The Workshop shall comprise two (2) full days of seven (7) hours per day of training and be led by two (2) to three (3) Facilitators (one Person of Color and one White). The training shall include presentation, discussion, interactive exercises, and a documentary video on Day 2

Materials Provided. After the training the Facilitators will provide each participant with a complete copy of the "Racial Equity Workshop Phase 1: Foundations in Historical and Institutional Racism" workbook, which is designed to illustrate and complement the material discussed throughout the two (2) day training, including extensive references.

Cancellation Policy

In case of termination by notice, client shall be entitled to payment only for work performed up to and including the date of the termination notice. Any delays in or failures of performance by a party under this Agreement shall not be considered a breach of this Agreement if and to the extent caused by occurrences beyond the reasonable control of the party affected, including but not limited to: acts of God; changes in regulations or laws of any government; strikes or other concerted acts of workers; fires; floods; explosions; riots; wars; rebellions; and sabotage; and any time for performance hereunder shall be extended by the actual time of delay caused by such occurrence.

2020-2021 SCHEDULE

EVENT DATE	ACTUAL TIME OF EVENT	SERVICE REQUESTED	FEES
Summer 2020	9:00AM-5:00PM	3 Phase 1 WS	\$33,000
Summer 2021	9:00AM-5:00PM	8 Phase 1 WS	\$88,000
			Total: \$121,000

WORKSHOP RATE.

Expenses	Service	Cost / Details
Cost of Facilitation	REI Phase 1 WS	\$11,000
Number of Facilitators	REI PH 1 WS	2-3

INVOICING.

REI will submit invoices within thirty (30) days from the end of each workshop unless requested to submit prior to the services.

Both parties fully agree to the timeline, scope of work, and all information listed above:



RACIAL EQUITY WORKSHOP: PHASE I

Foundational Training in Historical and Institutional Racism

Training Agenda

Two days (8:30-5:00)
8:30-9:00 is arrival, check-in refreshments
Workshop begins at 9:00
Lunch provided by host/sponsor each day is around 12:30.
There are morning and afternoon breaks.

The content training agenda is as follows:

DAY 1

- 1. Persistent and Increasing Racial inequity: why it matters
- 2. Socialization, Brain Science, implicit bias, and decision-making
- 3. The intersections of race and wealth, and race and poverty
- 4. Power Analysis: Relationship between institutions and communities
- 5. Power Analysis: Unpacking Our Systems
- 6. The role of gatekeeping in maintaining the status quo
- 7. The ongoing construction of race in America: fallacies and realities
- 8. Common definitions of race and racism: Clarifying Language

Training Agenda (Phase I)

Day 2

- 9. The Legacy and History of Race-Based Policy
- 10. "The House we Live in" video (from Race: The Power of an Illusion)
- 11. Group Reflections
- 12. Exploring Racial Identity
- 13. How internalized racism impacts beliefs & behaviors
- 14. Closing

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Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

REPORT OF CONTRACTS IN AGGREGATE OF \$50,000

School Board Policy 3420 requires that "all contracts and renewals of contracts in aggregate of \$50,000 in a fiscal year shall be approved by the School Board except in the event of an emergency as determined and reported to the School Board monthly by the Purchasing Agent."

The contracts/agreements in aggregate of \$50,000 that have been added to the Contract Management Database subsequent to June 23, 2020 with approval of the purchasing agent are shown in the database in coral color. Board members may access this database while on district property.

Link to Contract Management Database

Approval of Contract in Aggregate of \$50,000

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

Vendor	Program/Product	Amount
Vendor MobileMind	The acquisition of MobileMind will provide a professional learning hub of self-directed and personalized learning lessons on Google Apps for administrators, teachers, and administrative support professionals with the potential to expand to other users. This digital program offers: • Practical microlessons/activities to make learning convenient and efficient. • Hands-on challenges within the	Amount \$69,490.00
	 individual's Google account to make learning relevant and authentic. Personalized pathways to guide one's learning. 	

Vendor	Program/Product	Amount
	 Individualized feedback from real educators on staff with MobileMind for each submitted microlesson activity. 	
	 Special badges to celebrate achievements as individuals progress through learning paths should they want to pursue them on their own. 	

Dr. Sue Savaglio-Jarvis Superintendent of Schools

Mrs. Julie Housaman Chief Academic Officer

Mr. Robert Hofer Purchasing Agent

Mr. Tarik Hamdan Chief Financial Officer

Mrs. Ann Fredriksson Coordinator of Library Media and Instructional Technology



PURCHASE/CONTRACT RATIONALE

Per School Board Policy 3420, please complete the following to be attached to your purchase order/contract. Additional information may be required and presented before the District's School Board for approval. Your submission must allow for adequate time for the Board to approve.

Vendor: MobileMind

Purchased Good/Program: Professional Learning Hub for Google Apps in Education

Start Date/Date Needed: June 24, 2020

1. PURPOSE – What is the purpose of the proposed purchase?

The purpose of the proposed purchase is to provide a restructured personalized professional learning solution to better meet the diverse needs of KUSD staff—both instructional and administrative—as it relates to Google Apps in Education. In reviewing the application with the Office of Professional Learning, the Office of Library Media and Instructional Technology, a group of principals, and several lead teachers and coaches (see Attachment A), it was discovered that this application would be both engaging and timely as teachers have had to dive into remote virtual instruction in spring 2020 with varying comfort levels. Feedback from the trial account holders was extremely positive, and it often included additional ideas of how this application can be effectively utilized moving forward. For a brief overview of this took go to https://mobilemind.io/ and click on "See Mobilemind in Action" (orange rectaangle in the middle of the main page).

FUNDING – What is the total cost of purchase and the funding source?

Total cost of purchase: \$69,490 (2019-20 funds)

Funding source: Office of Library Media and Instructional Technology

(Attachment B—MobileMind Quote)

3. REQUEST FOR PROPOSAL (RFP) - indicate if an RFP has been completed

YES NO If no, please request an RFP packet (This is a single-source product

[Attachment C])

- 4. EDUCATIONAL OUTCOME What is the educational outcome of this purchase?
 - Increase staff proficiencies in using Google Apps for instruction and productivity through a personalized, practical, and convenient hub for educators. This hub has a menu of microlearning sessions with hands-on challenges embedded into the teacher's actual Google school account. Administrators, teachers, and administrative support professionals can self-select sessions based on need and/or interest. Each session has an activity that is submitted by teachers and reviewed by a MobileMind staff person who provides feedback within 48 hours.
 - Provide a better understanding of the specific Google Apps learning needs of staff through a district dashboard of participation.
 - Provide teachers with additional practice on a specific app skill by selecting intermediate level sessions.
 - Allow instructional technology staff to provide advanced offerings to enhance application of Google Apps within lesson design.
 - Complement the current professional learning catalog, providing teachers with a personalized learning approach in exploring interests and increasing proficiency.











5.	START	DATE	When	is the	anticipated	start	date?
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Launch application on June 29, 2020, with instructional staff.

Your response does not establish approval of either a contract or a purchase order.

Appropriate Leadership Signature Juliut mamar Date 6/10/20

Initial Trial Accounts				
Patty Clements	Coordinator			
Jen Folkers	Coordinator			
Annie Fredriksson	Coordinator			
Rebecca Arnold	Teacher Consultant			
Keri Heusdens	Teacher Consultant			
Amy Hyland	Teacher Consultant			
Beth Kaufman	Teacher Consultant			
Christine O'Regan	Teacher Consultant			
Mary Salani	Teacher Consultant			
Michelle Valeri	Teacher Consultant			
Barb Wiegele	Instructional Technician			
2nd Round T	rial Acocunts			
Tammy Cruz	Instructional Technology Teacher			
Mark Dzioba	Instructional Technology Teacher			
Brenda Gallo	Instructional Technology Teacher			
Melissa Kearby	Instructional Technology Teacher			
Page Kessler	Instructional Technology Teacher			
Dan Roethe	Instructional Technology Teacher			
Jeff Wirch	Instructional Technology Teacher			
Allie Zusan	Instructional Technology Teacher			
3rd Round T	rial Accounts			
Jon Bar-Din	Principal			
Chad Dahlk	Principal			
Shane Gayle	Principal			
Steve Germain	Principal			
Lauren Johnson	Principal			
Joel Kaufman	Principal			
Jenny Knight	Principal			
Camille Schroeder	Principal			
Joseph Sellenheim	Principal			
Margaret Zei	Principal			
Katherine Andrysiak-Montenurro	Teacher			





Atlanta, Georgia 30328 United States (404) 391-5013 Jon Williamson jon@mobilemind.io

40 Messina Way

Contact NameAnnie FredrikssonCreated Date5/12/2020Bill To NameKenosha School DistrictExpiration Date6/8/2020Billing AddressUnited StatesQuote Number00000042

Kenosha - Enterprise License for up to 2,200 licenses

Product Code	Product Description	Sales Price	Quantity	Total Price
MM-CST	Customized SKU for expanded license term agreements or custom services which may include content development, specialized PD services, etc.	\$66,000.00	1.00	\$66,000.00
MM-GS-COA	Central Office Administration Portal allows districts to manage users, sites, and groups, generate and view consolidated reports separated by custom groups, and allows for exporting data to track CEU's.	\$2,495.00	1.00	\$2,495.00
MM-PD-SS	Initial configuration and setup of all users, sites, and groups	\$995.00	1.00	\$995.00

Grand Total \$69,490.00

Contract Details

Description

For discounted enterprise license pricing, the district agrees to:

- -Once expectations are exceeded, district agrees to be a reference for other districts in Wisconsin or district of similar size
- -Keep pricing confidential
- -Potentially act as beta tester for new features and enhancements

Signatures	
School/District	Date
Name	Signature
	MobileMind Technologies LLC

Terms

Payment is due net 30 upon signing of quote or issuance of a purchase order. If a purchase order is to be used, please reference this quote number on it.

- The fees listed above are exclusive of tax, freight and insurance.
- Applicable Sales Tax is not included in this quote and is the responsibility of the purchaser. Sales Tax may be required in various states including but not limited to purchases made in California, Georgia, Virginia and Washington.
- Software Subscription, Support, Services, and Training are subject to and governed by the Statement of Work (SOW) if attached as Exhibit A and MobileMind Technologies Master License and Services Agreement's terms and conditions, which are available at http://www.mobilemind.co/mlsa/ and which supersede the standard term of any purchase orders. If applicable Services, Support and Training will be governed by the State of Work (SOW), if attached as Exhibit A. Services, Support and Training over and above that set forth in the SOW will require a change order.
- This Sales Quotation and all pricing information are confidential information of MobileMind Technologies.
- Quote Acceptance: By executing the Quote by electronic or physical mean, Customer agrees to acquire the Software Subscription, Services, Support and Training under the terms and conditions described above. Customer and MobileMind Technologies, through their authorized representatives identified below, is consideration of the mutual covenants and agreements made herein, and other true and valuable considerations, the receipt and adequacy of which are hereby acknowledged, agree to be bound by this quote and all documents incorporation by reference herein.
- Purchase Order (PO) may be issued in lieu of a signed quote. Purchase Orders must include the MobileMind Quote number as
 referenced to the customers acceptance to the terms and conditions listed above.
- Registered Office: 40 Messina Way NE, Atlanta, GA 30328, USA



40 Messina Way Atlanta, Georgia 30328 United States (404) 391-5013 Jon Williamson jon@mobilemind.io

Terms

Payment is due net 30 upon signing of quote or issuance of a purchase order. If a purchase order is to be used, please reference this quote number on it.

- The fees listed above are exclusive of tax, freight and insurance.
- Applicable Sales Tax is not included in this quote and is the responsibility of the purchaser. Sales Tax may be required in various states including but not limited to purchases made in California, Georgia, Virginia and Washington.
- Software Subscription, Support, Services, and Training are subject to and governed by the Statement of Work (SOW) if attached as Exhibit A and MobileMind Technologies Master License and Services Agreement's terms and conditions, which are available at http://www.mobilemind.co/mlsa/ and which supersede the standard term of any purchase orders. If applicable Services, Support and Training will be governed by the State of Work (SOW), if attached as Exhibit A. Services, Support and Training over and above that set forth in the SOW will require a change order.
- This Sales Quotation and all pricing information are confidential information of MobileMind Technologies.
- Quote Acceptance: By executing the Quote by electronic or physical mean, Customer agrees to acquire the Software Subscription, Services, Support and Training under the terms and conditions described above. Customer and MobileMind Technologies, through their authorized representatives identified below, is consideration of the mutual covenants and agreements made herein, and other true and valuable considerations, the receipt and adequacy of which are hereby acknowledged, agree to be bound by this quote and all documents incorporation by reference herein.
- Purchase Order (PO) may be issued in lieu of a signed quote. Purchase Orders must include the MobileMind Quote number as
 referenced to the customers acceptance to the terms and conditions listed above.
- Registered Office: 40 Messina Way NE, Atlanta, GA 30328, USA



ATTACHMENT C

May 12th, 2020

Sole Source Letter

This letter is to confirm that MobileMind Technologies, Inc. is a sole source provider. The proprietary MobileMind Professional Learning Hub is unique in the industry for the following reasons:

- > The Only Certified Google Partner to have developed a personalized learning solution that is fully integrated within the Google Chrome Environment.
- > MobileMind is accessible via Chrome Extension allowing learners to log in from their Chrome environment using single sign-on for password security. No other Google PD solution offers this seamless access to professional learning.
- ➤ MobileMind is the only K-12 Professional Learning solution that provides "guided & in-application learning". This means that MobileMind follows the learner throughout their live Google Chrome environment to ensure their successful navigation and completion of activity-based microlearning
- > MobileMind Professional Development workshops combine educational theory with practical skills and include expert feedback from teachers. Virtual Courses include live teacher grading. No other software solution in the market offers this feature.
- ➤ Depth and breadth of experience in enabling mobile solutions for IT and Instruction in K-12. The only PD provider to combine Teachers and Engineers to deliver a total professional development solution to all stakeholders
- ➤ MobileMind provides school administrators reporting and analytics on PD accomplishments of teachers. This is not found in other PD delivery models and solves a critical issue for schools.
- > MobileMind Professional Development is solely focused on Google integration into the classroom. Integration means that technology is a routine, planned, and purposeful part of the classroom environment and is used to support curricular goals and learning objectives.

Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

Head Start State Supplemental Grant – 2020-2021 School Year

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, 2020. Funding for the Head Start State Supplemental Grant for the 2020-2021 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.

Grant Title

Head Start State Supplemental Grant

Funding Source

State of Wisconsin
Department of Public Instruction

Grant Time Period

July 1, 2020 to June 30, 2021

Purpose

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.

Number of Students Served

59 Eligible Head Start Students

Relationship to District Goals

The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children. Regulation 45 CFR Chapter XIII Part 1307 requires programs to establish school readiness goals that are appropriate for the ages and development of enrolled children. School readiness goals are defined as "the expectations of children's status and progress across the domains of language and literacy development, cognition and general knowledge, approaches to learning, physical health and well-being and motor development, and social and emotional development that will improve readiness for kindergarten goals" (Part 1307.2).

The school readiness goals for the Kenosha Unified School District Head Start Program are:

- Approaches to Learning: children will increasingly demonstrate self-control including controlling impulses, maintaining attention, persisting with activities, and using flexible thinking.
- Social and Emotional Development: children will appropriately express and respond to a broad range of emotions, including concern for others.
- Language and Literacy: children will increasingly match the amount and use of language required for different social situations and follow social and conversational rules.
- Cognition: children will demonstrate understanding of number names and order of numerals, the order of size or measures, the number of items in a set and use math concepts and language regularly during every day experiences.
- Perceptual, Motor and Physical Development: children will demonstrate use of small muscles for purposes such as using utensils, self-care, building, writing and manipulation.

Success in the above areas will support each child's readiness for kindergarten. School readiness goals will be measured using the research-based assessment system My Teaching Strategies.

Fiscal Impact

See Attachment A: Fiscal Impact Statement

Program Services

Funding received through the 2020-2021 Head Start State Supplement Grant will remain the same as the previous year. At this time no revisions to program services are anticipated. The number of Head Start children served will remain at 59 children. This state grant will cover the cost for:

- 1.6 teachers
- 3 educational assistants
- 1 family service provider
- Supplies

Evaluation Plan

- Semi-annual Program Report to the Policy Council and School Board.
- Progress toward KUSD Head Start school readiness goals will be monitored and included in the Semi-annual Program Report to the Policy Council and School Board.
- Semi-annual Program Plan Report to the Head Start Region V office in Chicago.
- Head Start monthly reports (HS 22) to the Policy Council and School Board.

Staff Persons Involved in Preparation of the Grant Application:

Luanne Rohde, Director of Early Education Alex Haubrich, ERSEA Coordinator Samantha McGovern, Education and Disabilities Coordinator Bridget Cardinali, Health Coordinator

Katelyn DeBruin, Mental Health Coordinator

Administrative Recommendation

Administration recommends that the school board approve the 2020-2021 Head Start State Supplemental Grant.

Dr. Sue Savaglio-Jarvis Superintendent of Schools

Ms. Susan Valeri Chief of School Leadership

Ms. Luanne Rohde

Mr. Martin Pitts Regional Coordinator of Leadership

Director of Early Education

and Learning Elementary

Kenosha Unified School District No. 1

Attachment A

Fiscal, Facilities and Personnel Impact Statement

Title: Head Start State Supplemental Grant Budget Year: 2020-2021

Department: Early Education Budget Manager: Luanne Rohde

REQUEST

Approval from the Board of Education is requested to submit and implement the Head Start State Supplemental Grant for the 2020-2021 school year. The funding for this grant is \$336,005. It is designed to supplement operating costs for the Kenosha Unified School District Head Start Program.

RATIONALE/ INSTRUCTIONAL FOCUS

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

IMPACT

This supplemental grant will provide:

- Funding for staffing (1.6 teachers, 3 educational support personnel) to serve 59 children within the requirements of the Head Start Performance Standards and Head Start Act.
- Funding for Head Start support staff (1 Family Service Provider) for Head Start families
- Funding for supplies for Head Start children (ie diapers, classroom materials, paper, copy costs, field trip costs)

BUDGET IMPACT		
Object Level	Descriptive	Amount
100's	Salaries	\$185,792
200's	Fringes	\$149,113
300's	Purchased Services	\$0.00

400's	Non-Capital Objects	\$1,100
500's	Capital Objects	\$0.00
	TOTAL	\$336,005

This is a 🗌	one-time	or a	\boxtimes	recurring	expenditure
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FUNDING SOURCES		
Select Funding Sources:		
Head Start State Supplemental Grant		

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Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

Authorization of 2020-2021 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 one-third of the funding authorized in the prior year's budget, unless Board action has occurred to modify specific programs or activities. The one-third guide represents 4 of 12 months in the fiscal year between July and October.

Dr. Sue Savaglio-Jarvis Superintendent of Schools Tarik Hamdan Chief Financial Officer

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Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

Fiscal 2020-2021 Budget Update

On April 27, 2020, the Preliminary Budget Position Projection for FY 2020-2021 was presented to the Board as essentially balanced with the promise that the administration would continue to monitor the situation and provide updates as needed.

State Update

At this time, the relevant items contained in the second year of the State of Wisconsin's biennial budget remain unchanged; however, we cannot rule out special legislative actions that would impact our district. Along with every other State in American, Wisconsin will be faced with massive revenue shortfalls due to the pandemic shutdown. The possibility of an emergency budget repair bill that modifies the second year of the biennial budget remains, although the timing of such a bill is up for debate in the current political environment.

To put things in perspective, most school districts are working on several scenarios that would simulate a change to the currently budgeted \$179 per member change allowed in the revenue limit formula for FY 2020-2021. Legislative changes to this dollar amount would also likely be coupled with other changes such as a suspension of the hold harmless exemption to achieve the desired capacity reductions similar to WI Act 10. One of the most common scenarios being discussed is a reduction of \$50 per member rather than the \$179 increase. In KUSD the reduction of \$50 per member would lead to a projected reduction of just over \$4 MM as opposed to the planned increase of \$787 K which has a \$4.8 MM net effect on the budget.

Federal Update

Part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act that is meant to provide Local Educational Agencies (LEAs) such as our district with funding to help us respond to changes in student needs due to COVID-19 is called the Elementary and Secondary School Emergency Relief (ESSER) Grant Program.

The ESSER Grant Program is part of the \$175 MM CARES Act money that the State of Wisconsin received from the Federal government. Stipulations in the CARES Act require that 90% of this funding be distributed by the State according to a formula that is based on a district's proportion of low-income students. Under this stipulation, WI allocated around \$158 MM to districts and our portion of that money equates to just over \$5 MM. However, our district functions as the LEA responsible for providing equitable services to the private schools in our district, and there will be a proportionate amount of the \$5 MM set aside for them. The exact amount of that set-aside funding is currently being worked out pending additional guidance on private school student counts.

DPI plans to use the remaining 10% of CARES Act money to fund initiatives to train teachers on virtual education and increase the number of courses that are offered virtually. There will also be funding set aside to improve mental health services provided to students during the COVID-19 pandemic.

This update is being provided to the Board of Education as an informational item only. The administration will continue to monitor the situation and will provide additional updates.

Dr. Sue Savaglio-Jarvis Superintendent of Schools Tarik Hamdan Chief Financial Officer

Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

POLICY 6620—LIBRARY RESOURCES

Background

School Board Policy 6620—Library Resources (Appendix A)—was originally approved in 2000 and was later revised in 2002 and 2012. Since that time there has been a shift in guidance from the American Library Association (ALA) and the Office of Intellectual Freedom. These professional library agencies, upon current research, have provided recommendations for district school library resource policies. In review of these resources, the goal is to align School Board Policy 6620 to the recommended guidance offered.

The proposed revisions to School Board Policy 6620—Library Resources—are based upon:

- Recommendations from Selection & Reconsideration Policy Toolkit for Public, School & Academic Libraries, American Library Association, December 8, 2016 (Appendix B).
- Input and feedback from Kenosha Unified School District library media teachers representing elementary, middle, and high school library learning commons.
- Kenosha Unified School District School Board Policy 5110.1—Student Equal Opportunity and Nondiscrimination in Education (Appendix C).

POLICY 6620 REVIEW AND REVISION PROCESS		
Date	Activity	Staff
September 13, 2019	Proposed revisions to Policy 6620 and supporting documents compiled and submitted to the chief academic officer for consideration	Teacher Consultant: Library Media Christine O'Regan

Date	Activity	Staff
February 19, 2020 March 25, 2020 April 21, 2020	Discussion and review of District School Policy Review document comparing current KUSD policy to policies from other Wisconsin school districts, including Madison, Green Bay, and Appleton	Teacher Consultant: Library Media Christine O'Regan Library Media Teachers Jillian Heise—Jefferson Michelle Zettle—Pleasant Prairie
	District School Policy Review	Diane Hilbrink—Mahone
April 27, 2020 May 7, 2020	Review and discussion of the draft of proposed revisions to Policy 6620	Catherine Daane—Bradford
May 12, 2020 May 13, 2020	Shared the draft of proposed revisions to Policy 6620 with district library media teachers	Teacher Consultant: Library Media Christine O'Regan

PROPOSED REVISIONS TO POLICY 6620 AND RATIONALE			
Action	Policy Language	Rationale	
Addition of policy language	"Inclusiveness"	To align with recommended verbiage from the ALA Office for Intellectual Freedom	
Addition of policy language	Updated language defining nondiscrimination and equal opportunity verbiage	To align with Policy 5110.1	
Revision of policy language	"Indicating the age appropriateness of material/online subscriptions"	To eliminate redundancy with age appropriateness as found in professional journal reviews	
Removal of policy language	Removed the following verbiage: "supplementary reading lists, in-class presentation, and textbooks"	To align the policy with library materials only, references to instructional resources were removed.	

Recommendation

Administration recommends that the Board of Education approve the revised Kenosha Unified School District Policy and Rule 6620—Library Resources—as a first reading on June 23, 2020, and as a second reading on July 28, 2020.

Dr. Sue Savaglio-Jarvis Superintendent of Schools

Ms. Julie Housaman Chief Academic Officer

Mrs. Ann Fredriksson Coordinator of Library Media and Instructional Technology

Ms. Christine O'Regan Teacher Consultant: Library Media

POLICY 6620 LIBRARY RESOURCES

The Board of Education recognizes the importance of a dynamic, student-centered library media resources designed to support students and staff in becoming active and creative locators, evaluators and users of information to solve problems and satisfy their own curiosity. It further recognizes that information must be current, relevant to the curriculum, eultural diversity culturally diverse, inclusive and available through a variety of formats.

All patrons shall have equal and open access to materials.

LEGAL REF.: Wisconsin Statutes

Sections 43.70 Common School Fund added as it defines how monies are

allocated for libraries from the state.

118.13 [Student discrimination prohibited]

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

120.13(5) [Board power to purchase books, equipment and materials for use in

schools]

121.02(1)(h) [Instructional materials standard]

Wisconsin Administrative Code

PI 8.01(2) [Rules governing the selection of instructional/library materials]]

CROSS REF.: 1410, Use of Free Materials

3100, Annual Operating Budget

5110, Equal Educational Opportunities

5110.1, Student Equal Opportunity and non-Discrimination in Education

6100, Mission, Vision, Core Values and Strategic Goals

6300, Curriculum Development and Improvement

6110, Instructional Program Mission and Beliefs

6600, Instructional Resources

6610, Selection of Instructional Materials Board-Adopted Academic Standards District Learning and Content Standards

AFFIRMED: January 25, 2000

REVISED: January 29, 2002

April 23, 2012 June 23, 2020

RULE 6620 RESOURCES

The District library media collection shall not discriminate in the selection and evaluation of library materials or media on the basis of sex, race, religion, national origin, ancestry, creed, religion, color, pregnancy, marital or parental status, sexual orientation, national origin or undocumented/immigration status (including limited English proficiency), transgender status, (including gender expression, gender identity and gender nonconformity), social, economic or family status or physical, mental, emotional or learning disability or handicap (see, Policy 5110.1).

Materials purchased shall be supported by professional journal reviews indicating the age appropriateness of material/online subscriptions and/or the review of a certified library media teacher.

Selection of materials for the library shall be based upon information value as a whole and not in part. Incidents of sexual reference, profanity, or alternative life styles different points of view shall not automatically disqualify materials from library collections. Nor shall materials be deemed inappropriate for an age group based on the identities of the characters or authors.

The District recognizes that library media resources at the middle school will may contain some materials written at an adult level. The majority of materials in the high school may be written at an adult reading level.

Citizens with specific requests, which cannot be satisfied by telephone or conference at the school level, shall be given the opportunity to complete a "Citizens Request for Reconsideration of a Book Library Material", which is available from the Office of the Superintendent. Upon receipt of a signed complaint, the Superintendent (and/or designee) shall appoint an ad hoc committee of teacher(s), library media teacher(s), administrator(s), and citizen(s) to consider this request. The committee shall reevaluate the book material in question against selection criteria for library media centers collections, supplementary reading lists, in class presentation, and textbooks. The committee may invite the complainant for conferences so that all facets of the complaint can be explored.

The committee shall make a recommendation to the Superintendent concerning the disposition of the complaint, the book <u>material</u> in question, or both. The Superintendent shall inform the complainant detailing the decision concerning the complaint.

Appeals related to the decision may be directed to the School Board.

APPENDIX B

Selection & Reconsideration Policy Toolkit for Public, School, & Academic Libraries

"The library is a growing organism" S.R. Ranganathan (1931)

Home | Introduction

Why Do I Need a Policy? (selectionpolicytoolkit/why) | Politics and Timing of Policy Creation (selectionpolicytoolkit/timing) | Selection Policies for Non-Public Institutions (selectionpolicytoolkit/nonpublic)

Basic Components of a Selection Policy

Library Mission (selectionpolicytoolkit/mission) | Support for Intellectual Freedom (selectionpolicytoolkit/intellectualfreedom) | Objectives (selectionpolicytoolkit/objectives) | Responsibility for Selection (selectionpolicytoolkit/responsibility) | Selection Criteria (selectionpolicytoolkit/criteria) | Acquisitions Procedures (selectionpolicytoolkit/acquisitions) | Special Collections (selectionpolicytoolkit/special) | Selecting Controversial Materials (selectionpolicytoolkit/controversial) | Gifts and Donations (selectionpolicytoolkit/donations) | Collection Maintenance and Weeding (selectionpolicytoolkit/weeding) | Policy Revision (selectionpolicytoolkit/revision) | Reconsideration (selectionpolicytoolkit/reconsideration)

Reconsideration Procedure

Guiding Principles (selectionpolicytoolkit/principles) | Statement of Policy (selectionpolicytoolkit/statement) | Informal Complaints (selectionpolicytoolkit/informalcomplaints) | Request for Formal Reconsideration (selectionpolicytoolkit/formalreconsideration) | Sample Reconsideration Form (selectionpolicytoolkit/sampleforms) | Sample Letter to Complainant (selectionpolicytoolkit/complainant) | Reconsideration Committees (selectionpolicytoolkit/committees)

Appendix

Intellectual Freedom Core Documents (selectionpolicytoolkit/coredocuments) | Challenge Support and Reporting Censorship (selectionpolicytoolkit/reportingcensorship) | Bibliography of Additional Selection and Reconsideration Policy Resources (selectionpolicytoolkit/bibliography)

Thank you

Creation of this toolkit would have not been possible without the expertise and dedication of the numerous individuals who took the time to share their passion for intellectual freedom.

Thank you for your contributions to the development of the Selection & Reconsideration Policy Toolkit for Public, School, & Academic Libraries

Helen R. Adams, Online Senior Lecturer, Antioch University-Seattle, Fremont, WI Dr. April Dawkins, Assistant Professor, Department of Library and Information Studies at the University of

Jean Duncan McFarren, Deputy Director, Stark County District Library, Canton, OH Lisa Errico, Associate Professor, Library Department, Nassau Community College, Garden City, NY

North Carolina Greensboro, NC

Valerie Nye, Library Director, Institute of American Indian Arts, Santa Fe, NM Kristin Pekoll, Assistant Director, Office for Intellectual Freedom, American Library Association, Chicago, IL Kristin Whitehair, Director of Library Services, Saint Luke's Hospital of Kansas City, MO

Endorsed by the ALA Intellectual Freedom Committee (http://www.ala.org/aboutala/committees/ala/ala-if) | January 2018

Assistance and Consultation

The staff of the Office for Intellectual Freedom is available to answer questions or provide assistance to librarians, trustees, educators and the public about selection and reconsideration policies. Areas of assistance include policy development, state laws, and professional ethics. Inquiries can be directed via email to oif@ala.org (mailto:oif@ala.org) or via phone at (312) 280-4226.

Updated January 2018 by ALA Office for Intellectual Freedom (http://www.ala.org/aboutala/offices/oif)

School Board Policies
Rules and Regulations

POLICY 5110.1 STUDENT EQUAL OPPORTUNITY AND NON-DISCRIMINATION IN EDUCATION

No student may be denied admission to, be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, student services, recreational or other program or activity because of the student's sex, race, ancestry, creed, religion, color, pregnancy, marital or parental status, sexual orientation, national origin or undocumented/immigration status (including limited English proficiency), marital or parental status, transgender status, (including gender expression, gender identity and gender nonconformity (see, Policy 51102), social, economic or family status or physical, mental, emotional or learning disability or handicap in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and Sections 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Harassment on any of these bases is also prohibited. Decisions relative to classes or activities based on a student's individual performance or needs is not considered to be discriminatory.

Pursuant to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, students with disabilities may not be discriminated against on the basis of their disability and they shall be provided with a free appropriate public education regardless of the nature or severity of their disability. Students may be considered disabled under this policy even if they are not covered under the District's special education policies and procedures.

Students with disabilities may also require reasonable accommodations. Requests for accommodations shall be made in writing and approved by the building principal after approval from Administration. Accommodations may include, but not necessarily be limited to, exclusion from participation in an activity, alternative assignments, and make up opportunities for coursework missed due to religious observances. Any accommodations granted under this policy shall be provided to students without prejudicial effect.

The District encourages informal resolution of complaints under this policy. A formal complaint procedure shall also be available to address allegations of violations that cannot be resolved informally.

Annually, the District shall provide public notice of this policy, the name and address of the designated staff member to receive complaints and the complaint procedures. Student nondiscrimination statements shall also be included in staff and student handbooks, course selection handbooks and other published materials distributed to the public describing school activities and opportunities. This policy and its complaint procedure shall be published annually through the student information system or through direct email publication.

Any complaint regarding the interpretation or application of the District's student nondiscrimination-related policies shall be processed in accordance with the following procedures.

PLEASE NOTE: Discrimination complaints involving federal law violations (sex, race, color, national origin, handicap or disability) may be made directly at any time to the U.S. Office for Civil Rights - Region V, 401 South State Street, Chicago IL 60605-1292 and a student is not obligated to follow this informal complaint procedure for such complaints.

RULE 5110.1 STUDENT EQUAL OPPORTUNITY AND NON-DISCRIMINATION IN EDUCATION

INFORMAL PROCEDURE

The District promotes the voluntary resolution of problems at the level of government closest to their source and, as such, encourages informal resolution of student discrimination complaints. Any request to informally resolve a complaint should be directed to the student's building principal. Upon receipt of a request to informally resolve a complaint the building principal shall notify the Chief of School Leadership within three (3) school days. If a complaint cannot be resolved informally, the complainant may initiate a formal complaint as outlined below. An informal resolution of a complaint does not prohibit the filing of a formal complaint at any time.

FORMAL COMPLAINT PROCEDURE

The timelines governing the resolution of the formal complaint do not go into effect until the written complaint is received.

Step 1: Except as outlined in (a) and (b) below, a written statement of the complaint shall be signed and submitted by the complainant to the Chief of School Leadership. The statement shall specify the nature of the alleged discrimination, the facts (including specific details and corresponding dates), the relief sought and the name, address and phone number of the complainant.

The Chief of School Leadership shall thoroughly investigate the complaint, notify the employees who have been accused of discrimination or harassment and permit them to respond to the allegation. Thereafter, the Chief of School Leadership shall arrange a meeting to discuss the complaint with the Complainant. The Chief of School Leadership shall, by certified mail, give a written answer to the complaint within 20 school days after receipt of the written complaint unless the parties agree in writing to extend the timeline.

- a. Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a student with a disability under the Individuals with Disabilities Act shall be processed in accordance with established appeal procedures outlined in the District's Special Education Program and Procedure Manual.
- b. Discrimination complaints relating to programs specifically governed by federal law or

regulation (e.g., Title 34, Code of Federal Regulations (CFR), Parts 75-79, 81 to 86 and 97-99, "EDGAR complaints" or 20 USC § 1400 et. seq., "IDEA complaints") may be referred directly to the State Superintendent of Public Instruction.

Step 2: If the complainant is not satisfied with the answer of the Chief of School Leadership, a written appeal to the Superintendent may be submitted indicating with particularity the nature of disagreement with the answer. The appeal must be filed within 10 calendar days after receipt of

RULE 5110.1 STUDENT EQUAL OPPORTUNITY AND NON-DISCRIMINATION IN EDUCATION Page 2

the Chief of School Leadership's answer. The Superintendent or designee shall arrange a meeting with the complainant at a mutually agreeable time to discuss the appeal. The Superintendent or designee shall, by certified mail, give a written answer to the complainant's appeal within 20 working days.

Step 3: If the complainant is not satisfied with the answer of the Superintendent or designee, an appeal may be filed with the School Board by submitting a written appeal to the Superintendent within 10 calendar days after receipt of the Superintendent or designee's answer. The Board shall, within 20 calendar days, conduct a hearing at which time the complainant shall be given an opportunity to present the complaint. The Board shall give, by certified mail, a written answer to the complaint within 10 working days following the completion of the hearing. The determination of the Board shall be based upon a reasonable consideration of the facts allegedly constituting a violation as presented in the complaint. If it is determined that a violation has occurred, the Board shall take appropriate steps to ensure compliance with state and federal laws and Board policy. If the Board denies the appeal, the complainant will be notified of their right to appeal the decision to the State Superintendent.

Step 4: If a complainant wishes to appeal the Board's denial of an appeal, there is the right to appeal the decision to the State Superintendent within 30 calendar days of the written notification of the Board's decision. The appeal must specify the grounds upon which the action was brought, the facts and the relief sought, and must be signed by the complainant. If the complainant is a minor, the appeal shall also be signed by his/her parent or guardian. Appeals should be addressed to: State Superintendent, Wisconsin Department of Public Instruction, 125 S. Webster Street, P.O. Box 7841, Madison, WI 53707-7841.

NON-RETALIAITON

The District prohibits retaliation against individuals who report or participate in an investigation of discrimination. Individuals engaging in prohibited retaliatory behavior are subject to disciplinary action.

If it is determined that retaliatory conduct occurred, the school district administration may take disciplinary action, including but not limited to: counseling, detention, suspension, expulsion and/or referral to law enforcement officials for possible legal action as appropriate. Student support staff will provide support services for all students involved in the incident as deemed necessary and appropriate.

MAINTENANCE OF COMPLAINT RECORDS

Records shall be kept of all student discrimination complaints for the purpose of documenting compliance. The records shall include information on all levels of the complaint and any appeals. The records should include:

- 1. The name of the complainant and their title or status.
- 2. The date the complaint was filed.
- 3. The specific allegation made, and any corrective action requested by the complaint.

- 4. The name(s) of the respondents.
- 5. The levels of processing followed, and the resolution, date and decision-making authority at each level.
 - 6. A summary of facts and evidence presented by each party involved.
- 7. A statement of the final resolution and the nature and date(s) of any corrective or remedial action taken.

LEGAL REF.: Wisconsin Statutes Section 118.13 [Student discrimination prohibited]

Wisconsin Administrative Code PI 9 [Student nondiscrimination policies/discrimination complaint procedures required]

Wisconsin Administrative Code PI 41 [Accommodating a student's religious beliefs policy required]

Title IX, Education Amendments of 1972 [Sex discrimination prohibited] Title VI, Civil Rights Act of 1964 [Race, color and national origin discrimination prohibited]

Section 504 of the Rehabilitation Act of 1973 [Handicap discrimination prohibited]

Americans with Disabilities Act of 1990 [Disability discrimination prohibited] Individuals with Disabilities Education Act [Accommodating needs of disabled children]

CROSS REF.: Policy 3280, Student Fees

Policy 5111, Anti-Bullying/Harassment/Hate

Policy 5341, Released Time for Religious Instruction

Policy 5440, Married Students and School-Age Parents

Policy 6230, Ceremonies and Observations

Policy 6330, Privacy Rights in District Programs

Policy 6421, Services for Students with Disabilities

Policy 6810, Teaching about Controversial Issues

Section 504 Educational Program Plan

Special Education Program and Procedure Manual

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: September 24, 1991

REVISED: March 22, 1994

November 28, 1995

July 10, 2001

December 10, 2019

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Kenosha Unified School District Kenosha, Wisconsin

June 23, 2020

Policy 8720 – Special School Board Meetings

On February 6, 2020, 2019 Wisconsin Act 96 (Act 96) became effective. Act 96 takes an important step in modernizing the manner by which school boards may be notified of upcoming meetings.

In its previous form, Wis. Stat. § 120.11(2) provided that if a school board planned to hold a special meeting, the board clerk, in the clerk's absence, the board president must notify each school board member, in writing, of the time and the place of a special meeting of the school board at least twenty-four (24) hours before said meeting. Further, these notices were required to be delivered personally to each board member or mailed via first class mail to each board member's residence.

Act 96 updates these notification requirements to provide more commonly utilized means of communication. At its core, Act 96:

- Requires the clerk or, in the clerk's absence, the president to notify each school board member of the meeting in a manner likely to give the member notice of the meeting;
- Specifies that the date, time and place for the meeting must be set by the clerk or, in the clerk's absence, the president; and
- Provides that, if the clerk, or in the clerk's absence, the president determines that providing notice at least twenty-four (24) hours before the meeting is, for good cause shown by the clerk or president, impossible or impractical, the clerk or president may notify each school board member of the date, time, and place of the meeting less than twenty-four (24), but not less than two hours before the meeting.

Policy 8720 – Special School Board Meetings has been revised to reflect the modernization by which school boards may be notified of upcoming meetings pursuant to Act 96.

Recommendation

It is recommended that Policy 8720 – Special School Board Meetings be approved as a first reading at the June 23, 2020 regular school board meeting and as a second reading at the July 28, 2020 regular school board meeting.

Dr. Sue Savaglio-Jarvis Superintendent of Schools

POLICY 8720 SPECIAL SCHOOL BOARD MEETINGS

Special meetings of the School Board shall be held upon written request of any School Board member. The request shall be filed with the School Board Clerk, or in his/her absence, the School Board President. Special meetings shall be scheduled to take place on School District property, except meetings held jointly with other school boards.

Each School Board member shall be notified in writing of the time and place of a special School Board meeting at least 24 hours before such meeting. If the School Board Clerk or, in the School Board Clerk's absence, the School Board President, determines that providing notice at least 24 hours before a special School Board is impossible or impractical, the School Board Clerk or President may notify each School Board member of the date, time, and place of the meeting less than 24 hours, but not less than 2 hours, before the meeting. Notice shall be delivered to Board members in a manner likely to give the member notice of the meeting. A special meeting may be held without prior notice to Board members if all Board members are present and consent or each member consents in writing even if said member does not attend.

<u>·i'</u>, except as otherwise specifically provided by law. Notice shall be delivered to Board members personally or at their place of abode, or by mail.

Advanced public notice shall be given for all special Board meetings in accordance with state law and School Board policy.

Public comments will be held at all Special Board meetings. Comments will follow the same standards set at Regular Board meetings except as provided by Board policy.

Business transacted at special Board meetings shall be confined to the purpose(s) for which it was called. The order of business shall be consistent with that of a regular meeting. A majority of School Board members may determine the adjournment time of a special meeting in advance of or at the start of the meeting in advance of or at the start of the meeting, this time may not be changed except by a majority vote of those School Board members present at the meeting.

LEGAL REF.: Wisconsin Statutes

Sections 19.83 [Meetings of governmental bodies] 19.84 [Public notification requirements] 120.11 [School board meetings and reports]

CROSS REF.: 8711, Public Notification of Board Meetings

8712, Agenda Preparation and Dissemination

8840, Board Minutes

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 8, 1993

REVISED: November 11, 1999

March 28, 2000 July 10, 2001 March 25, 2014 February 24, 2015 July May28 XX., 2020

KENOSHA UNIFIED SCHOOL DISTRICT Kenosha, Wisconsin

June 23, 2020

Open Enrollment Applicants for School Year 2020-2021

Background

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 3, 2020, and closed on May 29, 2020 (revised OE dates due to COVID-19). 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.

Process

At the January 28, 2020, 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 2020-21. <u>The School Board affirmed the availability of a total 191 spaces, 20 of which were designated for selected special education programs/services</u>.

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 May 29, 2020, 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 June 16, 2020, an enrollment lottery was conducted in the Office of Educational Accountability to assign petitioning students to available District spaces. A representative from the Kenosha Unified Information Services Department served as the "unbiased" witness to the student assignment process and drew lots during the lottery process.

<u>Example:</u> If the highest-ranked lottery student at a particular grade level indicates a preference for a particular school and that school has space available, then the student will be granted their preference. If there is no space available at the preferred school, then the school assignment is randomly drawn from the existing list of school vacancies (provided by School Leadership/Special Education/Early Childhood) available at the applicant's specified grade level.

As indicated earlier, the Office of Educational Accountability (OEA) always provides an independent witness to the lottery process by requesting a Kenosha Unified staff member outside of the managing or affected department(s) draw the lottery ranks and school assignments for each open enrollment applicant.

Important Timelines

Nonresident school districts must mail notices of approval or denial by July 2, 2020. If the application is approved, the school district must notify the parents of the specific school to which the student applicant will be assigned. Resident districts must notify applicants if their application is being denied by July 9, 2020. If an application is denied, parent(s)/guardian(s) have 30 days to file an appeal. Parents of accepted applicants must notify the nonresident district if their student will be attending the non-resident district in the 2020-21 school year by July 31, 2020.

Summary Statistics

298 resident students from the Kenosha Unified School District have applied for admission to schools outside of KUSD under the guidelines of Open Enrollment. Below is a listing of the applicants by grade level.

KUSD Resident Students Applying to Schools Outside the District:

Grade Level	Number of Students
Pre-Kindergarten	31
Kindergarten	36
1	22
2	21
3	10
4	19
5	16
6	24
7	14
8	13
9	51
10	11
11	12
12	18
Total	298

131 non-resident students have applied for admission to the Kenosha Unified School District under the guidelines of Open Enrollment. Below is a listing of the applicants by grade level.

Non-resident Students Applying into Kenosha Unified

Grade Level	Number of Students
Pre- Kindergarten	20
Kindergarten	18
1	8
2	5
3	10
4	6
5	6
6	18
7	3
8	6
9	14
10	5
11	6
12	6
Total	131

The following table provides a listing of the applicants recommended for approval and denial by grade level for School Year 2020-21.

Administrative Recommendation on Non-resident Applicants

Grade Level	Recomm	Approval Recommended (Regular / SPED)		nial nended ·/SPED)	Total Nu Stud (Regular	ents
Pre - Kindergarten	13	2	4	1	17	3
Kindergarten	14	1	3	0	17	1
1	3	1	3	0	6	1
2	3	1	1	0	4	1
3	6	1	2	1	8	2
4	5	1	0	0	5	1
5	2	2	1	1	3	3
6	15	2	1	0	16	2
7	2	1	0	0	2	1
8	4	1	1	0	5	1
9	12	0	0	0	12	0
10	5	0	0	0	5	0
11	4	0	2	0	6	0
12	5	1	0	0	5	1
Category Totals	93	14	18	3	111	17
DISTRICT TOTALS	10	7	21		12	28

Administration Recommendation:

Administration recommends **approval** of applicants identified as numbers: 3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,26,27,28,29,30, 31,33,34,35,36,37,38,39,40,42,43,44,46,49,50,51,52,53,54,55,56,57,58,59,60,61,63,64,65,66,67,68,69,70,71,72,73,74,75,76,78,81,82,83,86,87,88,89,90,91,92,94,95,96,97,98, 103,104,106,107,108,109,110,111,112,113,114,116,117,118,119,120,121,123,124,127, 128,129,130,131 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: 1,2,25,32,41,45,47,48,62,77,79,84,85,93,100,101,102,122,125,126 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.

Dr. Sue Savaglio-Jarvis Kristopher Keckler Superintendent of Schools Chief Information Officer

Julie Housaman Susan Valeri
Chief Academic Officer Chief of School Leadership

Bridget Kotarak Luann Rohde
Director of Special Education and Student Director of Early Education Programs

Support

KENOSHA UNIFIED SCHOOL DISTRICT Kenosha, Wisconsin

June 23, 2020

1:1 Mobile Device and Access Program

The Kenosha Unified School District has a long history of quality integration of technology within the learning environment. From a hardware and software standpoint, this integration covers the ability for students to access various technology devices such as computer labs, mobile devices, tablets, interactive boards and tables, and curriculum specific modules. From the instructional standpoint, KUSD teachers and technology integrators have expanded the capacity of teachers and students to gain comfort and value for addressing their different learning needs and styles. To this end, Kenosha has allocated an annual technology refresh fund of \$1 MM, though every school has supplemented this amount with other funds to build an overall inventory of nearly 30,000 devices. As the amount of mobile devices has increased, the technology support and network and infrastructure has also increased in scale and design to meet those needs for safe and secure access to resources. The use of building funds and allocations were aligned to building specific plans, with technology design teams of different stakeholders providing input and guidance. To address the overall district equity and access, the district is now working to migrate to a comprehensive 1:1 mobile device program to ensure each student and instructional staff member can interact and educate regardless of physical location. Positive expectations are the overall opportunities for continuance of learning, increased digital learning and technology skillsets, greater collaboration, and compliance of federal filtering and online safety regulations.

With the emergence of the COVID pandemic, the federal government approved the CARES Act on March 27, 2020. Aside from the economic stimulus to areas of business and healthcare, a major tenant of the CARES Act focused on "Education Stabilization", providing funds through the Governor's Emergency Education Relief (GEER) Program and the Elementary and Secondary School Emergency Relief (ESSER) program. The Wisconsin Department of Public Instruction is administering the ESSER funds that were established by the Legislative Joint Finance Committee on May 13, 2020, and approved by the United States Department of Education (USDE) on May 20, 2020 (https://drive.google.com/file/d/loqg7k3fHCOS0 d9cWGzc596IRrpWgilC/view). This generated more than \$158 MM in available state funds, of which Kenosha Unified is expected to receive nearly \$5 MM. Some of the technology allowable costs that may be addressed for these funds would include:

- Preparedness and response to COVID-19 or other pandemics/events where a district or building has to be shut down.
 - o Guaranteeing the ability of teachers to teach from a remote site for continuity of learning.
 - o Guaranteeing the ability for all students to access the educational environment.
- Addressing long-term closures/Education Technology.

- Purchase of mobile devices for each student and include Internet access (built in hotspots) or similar devices and access to the Internet.
- Provide quality internet connectivity for students that is portable in case of frequent moves. Solutions for this need may include purchasing the access for the student, sending home a hotspot, or working to get internet access in areas where there currently is no access.
- o Improve and/or update infrastructure to support staff and students working from remote locations. This might include updates to existing systems like content filtering or a move to a secure video conferencing platform.
- With the increased reliance on the Internet, the Local Educational Agency (LEA) may need to implement systems that improve upon cyber and data security.

In March, every district in the United States had to address a major shift from in-person education to remote teaching and learning in a rapid and reactionary manner, usually with multiple weeks between releasing the students and launching remote and virtual instruction. For KUSD, a parent survey was provided in English and Spanish at the end of March to gauge the need for a device and internet access. In the short duration before and after the Spring Break period, nearly 6,800 mobile devices were assigned and distributed to KUSD students upon request. This covers approximately one-third of the student population, as most parents chose not to respond or request a device for their child. Moving ahead, all school districts must adhere to federal filtering and security requirements, addressing the learning needs of the students and the curriculum. The majority of students would be issued a Chromebook, with a small amount of others assigned devices for specific curriculum requests. Though most students have dedicated internet at home, the equity of this project would oblige the district to provide access for those in need. Students that do not have internet at home will be provided a "hotspot" which allows for access to an unlimited monthly data plan. Surveys to families have been administered and will use multiple means to better identify this need. In the plan, KUSD will offer a device, charger, carrying bag and hotspot (if needed) to each and every student in KUSD. Information Services will provide for an off-hour support helpdesk for families (English and Spanish) who may need technical assistance during the school day as well as after hour support.

With the objective to provide a mobile device for each student and internet access for those in need, the following cost assumptions would be as follows:

- Based on student enrollment projections, the approximate cost estimate for devices alone would be \$5.0 MM/ \$1.25 MM annually. Bags for each device would cost approximately \$225,000.
- Instructional staff devices would be estimated at \$1.1 MM/ \$275,000 annually.
- Mobile Hotspots annual costs could range from \$500,000 \$600,000 for 2,500 hotspots. (this would fluctuate based on finalization of the RFP and plan design and demand). This cost represents an approximate demand for 15% of the student population who currently don't have access.

The initial annual cost to operate a comprehensive 1:1 program is estimated to be \$2 MM. Half of this amount would be covered by the current technology refresh allocation, and the

ESSER funds would cover the cost difference for the 2020-21 school year while other funding sources are identified and established. A common option for other districts that have launched a similar program have implemented a student consumable charge (ex. annual \$50 fee and then after four years the device is given to the student). Current district inventory would be utilized as much as possible, based on current location and lifespan of the device. Those devices with categorical funding sources would only be temporarily used until additional inventory is obtained. Current purchase timelines are at least a month from date of purchase order, with additional time needed for preparation and configuration and deployment. Other cost considerations could be related to extra chargers for in school use, extended warranties, replacement plans, secure storage, etc.

Administration Recommendation:

Administration recommends the Kenosha Unified School Board support the expansion to a centrally managed 1:1 student device initiative to provide a mobile device for each KUSD student, respective support for students in need of internet access outside of the physical school location, and related instructional and infrastructure support. Use of allocated ESSER funds would be targeted to address the program launch.

Dr. Sue Savaglio-Jarvis Superintendent of Schools Kristopher Keckler Chief Information Officer

Tarik Hamdan Chief Finance Officer

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KENOSHA UNIFIED SCHOOL DISTRICT

June 23, 2020

Studer Employee Engagement Survey Summary

In the fall of 2019, Kenosha Unified implemented an annual organizational survey related to employee engagement. This survey was delivered by the Studer Education Group. KUSD has a series of projects that the Studer Education Group supports, including the parent and student surveys for School Leadership. The Studer Education Group supports school districts and higher education institutions with improving leadership practices and employee engagement services.

The survey was comprised of 19 select response questions and three open ended questions. For the select response portion, the first ten questions related to the perceptions of how a principal/supervisor supports the work environment. Four questions asked about how the district overall supports the work environment. There were four questions about the communication practices from the district and then a final question about the cleanliness of the working environment. The three open ended questions allowed the respondent to elaborate on what was working well, what areas could be improved upon, and anyone that could be recognized for good work.

2019 Survey Participation

	2019
Survey Window	November 11-25
Surveys Sent	2,520
Responses	755
Response Rate	30.0%
Comments & Improvement Ideas	Over 100 pages

The Studer survey was distributed to staff via a secure email link to allow for anonymous delivery and feedback. A school or department needed a minimum of five responses to generate a score and report. There were six locations that did not generate a report due to less than five responses. 26 locations had less than 15 responses. Responses may depend on size of a location.

The scores referenced below are based on a 5.0 Likert scale, with a point distribution assigned for each response. The responses were averaged to obtain the mean score and provided in the Appendix A tables. The results in Appendix A also display the "Top Box" percentage. That is the determined by the number of responses that selected the highest option of Strongly Agree".

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1.0	2.0	3.0	4.0	5.0

KUSD achieved an overall mean of 3.50 for the supportive based select response questions (#1-14), with one in five responders (19.95%) selecting the "Strongly Agree" option.

2019 Top Challenges:

The areas with the lowest mean scores were related to the effective management of finances (2.74), making decisions in the best interest of the district (2.89), open and honest communication (2.98) and supporting honest two-way communication (3.07). Though these were noted as the statements with the lowest overall scores for KUSD, they still achieved an approximate "Neutral" level on the scale score. None of these four statements achieved a "Top Box" value beyond the single digits, with the survey responders nearly evenly split on their level of agreement or disagreement.

2019 Top Celebrations:

KUSD staff noted high scores for principal and supervisory support, including providing quality resources (3.86), demonstrating general concern (3.81) and setting clear expectation (3.73). Principals and supervisors also provided the support needed for staff to accomplish their work (3.68) and recognizing good performance (3.67). Approximately 25% - 35% of responders selected "Strongly Agree" for each of these areas. According to Studer, research suggests that the top box designation suggests a difference in loyalty and satisfaction, and that the top box score provides more focused data to better understand employee engagement and loyalty.

Summary

This survey was issued by Studer Education Group. Each school and department that generated a report were provided those results and resources to share among their respective locations. Annual goals and action steps are being developed with staff ideas, input and feedback. The results of these goals/actions steps will be monitored as a measure of continuous improvement by the fall 2020 survey for progress tracking.

This is an informational report.

Dr. Sue Savaglio-Jarvis Superintendent of Schools Mr. Kristopher Keckler Chief Information Officer

Appendix A: KUSD Employee Engagement Statement Scores 2019

Table 1A. Principal / Supervisor Items: Total Responses, Item Mean, Top Box Percentage

	Mean	Count	Top Box
1. My principal/supervisor provides me with good processes and resources to do my job.	3.86	752	29.12%
2. My principal/supervisor provides feedback on my strengths as an employee.	3.63	754	24.93%
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.52	754	22.81%
4. My principal/supervisor recognizes good performance.	3.67	752	24.34%
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.81	753	34.53%
6. My principal/supervisor makes the best use of available funds.	3.64	752	25.66%
7. My principal/supervisor consults me on the decisions that affect my job.	3.42	752	22.21%
8. My principal/supervisor sets clear expectations for judging my performance.	3.73	754	23.61%
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.68	754	25.07%
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.65	753	19.65%

Table 1B. Principal / Supervisor Items: Frequency Distribution of Response Categories

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Total
1. My principal/supervisor provides me with good processes and resources to do my job.	26	76	96	335	219	752
2. My principal/supervisor provides feedback on my strengths as an employee.	37	123	113	293	188	754
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	48	130	127	277	172	754
4. My principal/supervisor recognizes good performance.	36	96	133	304	183	752
5. My principal/supervisor demonstrates a genuine concern for my welfare.	44	83	105	261	260	753
6. My principal/supervisor makes the best use of available funds.	36	67	218	238	193	752
7. My principal/supervisor consults me on the decisions that affect my job.	64	125	162	234	167	752
8. My principal/supervisor sets clear expectations for judging my performance.	32	78	132	334	178	754
9. My principal/supervisor provides the support needed to accomplish my work objectives.	31	101	136	297	189	754
10. My principal/supervisor provides feedback concerning areas for improving my performance.	23	87	169	326	148	753

Table 2A. District Items: Total Responses, Item Mean, Top Box Percentage

	Mean	Count	Top Box
11. The district manages district finances effectively.	2.74	752	3.86%
12. The district uses a variety of methods to promote effective communication throughout the district.	3.40	752	9.18%
13. The district makes decisions in the best interest of the district.	2.89	752	4.52%
14. If given a choice, I would recommend that a parent select this district for his or her child.	3.31	752	9.71%

Table 2B. District Items: Frequency Distribution of Response Category

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Total
11. The district manages district finances effectively.	96	200	287	140	29	752
12. The district uses a variety of methods to promote effective communication throughout the district.	42	123	150	368	69	752
13. The district makes decisions in the best interest of the district.	88	193	215	222	34	752
14. If given a choice, I would recommend that a parent select this district for his or her child.	43	123	215	298	73	752

Table 3A. Communication: Total Responses, Item Mean, Top Box Percentage

	Mean	Count	Top Box
C1. My school district supports honest two-way communication between supervisors and employees.	3.07	747	6.83%
C2. My school district supports an environment where employees regularly share and exchange ideas.	3.23	747	8.57%
C3. Open and honest communication is an important part of the culture in my school district.	2.98	746	8.98%
C4. I have a clear understanding of the mission and goals of my school district.	3.51	747	11.78%

Table 3B. Communication: Frequency Distribution of Response Categories

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Total
C1. My school district supports honest two-way communication between supervisors and employees.	69	187	163	277	51	747
C2. My school district supports an environment where employees regularly share and exchange ideas.	48	167	163	305	64	747
C3. Open and honest communication is an important part of the culture in my school district.	73	210	187	209	67	746
C4. I have a clear understanding of the mission and goals of my school district.	30	93	176	360	88	747

Table 4A. District Item: Total Responses, Item Mean, Top Box Percentage

	Mean	Count	Top Box	
D1. My work environment is clean and well maintained.	3.46	746	19.44%	

Table 4B. District Item: Frequency Distribution of Response Categories

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Total
D1. My work environment is clean and well maintained.	55	156	72	318	145	746



Employee Engagement Survey Summary June 23, 2020

KUSD Mission: Provide excellent, challenging learning opportunities and experiences that prepare each student for success.



Implemented with Studer Education?

- They work side-by-side with organizations to help establish, measure, accelerate, and hardwire the necessary changes to create a culture of performance excellence.
- They help create better alignment and consistency of leadership practices, engage employees working toward common goals, at the highest levels of service.
- They work with 75+ school districts, higher education institutions, and other organizations across the country.
- 2019-2020, Studer provided the Employee Engagement, Parent Satisfaction, and Student Engagement Surveys.



Employee Engagement Survey

- Aligned to the support that supervisors and managers provide to staff to address their professional responsibilities.
- Administration Process
 - Open for 2 weeks
 - Anonymous Studer Education holds all data and no identifying information (except for location of supervisor) which is linked to the results/reports back to KUSD.



Overall Survey Participation

Survey Input	2019		
Survey Window	Nov. 11-25		
Surveys Sent	2,520		
Responses	755		
Response Rate	30.0%		

KUSD is looking to increase the overall participation rate for the annual Employee Engagement survey for the 2020-21 school year.



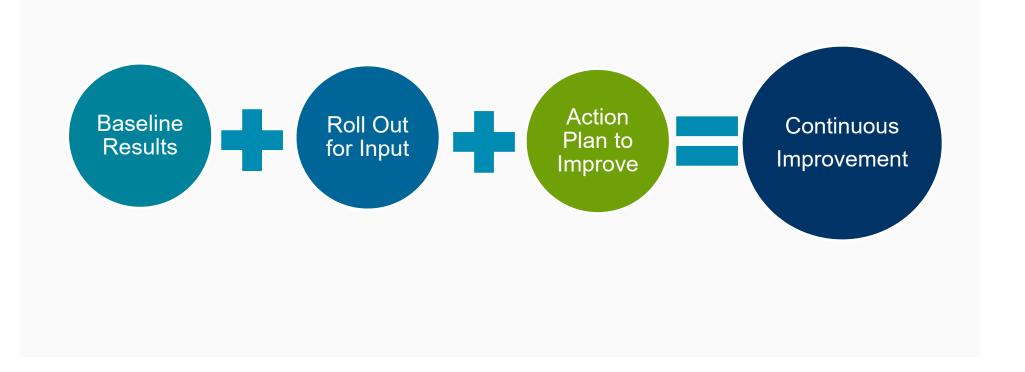
Employee Engagement Survey

Survey measures 19 items in 4 categories

- #1-10: Perceptions about how my leader supports a best place to work environment.
- #11-14: Perceptions of how the district supports a best place to work environment.
- #C1-C4: Perceptions about communication practices.
- #D1: District item on "clean and well-maintained" working environment.



Achieving Continuous Improvement



Result	2019
Location Overall Mean (#1-14)	3.50
Top Box Percentage	19.95%

*Top Box % is the percentage of responses that were "Strongly Agree" or 5 out of 5. This is a signal of the highest employee engagement and loyalty.

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree



ltem	Overall Mean	Top Box %
1. My principal/supervisor provides me good processes and resources to do my job.	3.86	29.12%
2. My principal/supervisor provides feedback on my strengths as an employee.	3.63	24.93%
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.52	22.81%
4. My principal/supervisor recognizes good performance.	3.67	24.34%
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.81	34.53%

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree



ltem	Overall Mean	Top Box %
6. My principal/supervisor makes the best use of available funds.	3.64	25.66%
7. My principal/supervisor consults me on the decisions that affect my job.	3.42	22.21%
8. My principal/supervisor sets clear expectations for judging my performance.	3.73	23.61%
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.68	25.07%
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.65	19.65%

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree

ltem	Overall Mean	Top Box
11. The district manages district finances effectively.	2.74	3.86%
12. The district uses a variety of methods to promote effective communication throughout the district.	3.40	9.18%
13. The district makes decisions in the best interest of the district.	2.89	4.52%
14. If given a choice, I would recommend that a parent select this district for his or her child.	3.31	9.71%

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree



ltem	Overall Mean	Top Box %
C1. My school district supports honest two-way communication between supervisors and employees.	3.07	6.83%
C2. My school district supports an environment where employees regularly share and exchange ideas.	3.23	8.57%
C3. Open and honest communication is an important part of the culture in my school district.	2.98	8.98%
C4. I have a clear understanding of the mission and goals of my school district.	3.51	11.78%
D1. My work environment is clean and well maintained.	3.46	19.44%

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree KENOSHA UNIFIED **SCHOOL DISTRICT**



Annual Goal Setting for Surveys

- If your current score is 4.30 to 5.00 then your annual goal is to maintain your current score.
- If your current score is 4.00 to 4.29 then your annual goal is to increase your current score by + .05.
- If your current score is 3.75 to 3.99 then your annual goal is to increase current score by + .10.
- If your current score is 3.50 to 3.74 then your annual goal is to increase current score by +.15.
- If your current score is below 3.50 then your annual goal is to increase by +.20.



Greatest Opportunities

Lowest Rated Items

- 1. Lowest from #1-14 (2.74) The district manages district finances effectively.
- 2. Second lowest from #1-14 (2.89) The district makes decisions in the best interest of the district.
- 3. Third lowest from #1-14 (2.98) Open and honest communication is an important part of the culture in my school district.

Processing Questions with staff:

- What do I do or not do that contributes to these results?
- What could I do differently to improve?

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree



Greatest Strengths

Highest Rated Items

- 1. Highest from #1-14 (3.86) My principal/supervisor provides me with good processes and resources to do my job.
- 2. Second highest from #1-14 (3.81) My principal/supervisor demonstrates a genuine concern for my welfare.
- 3. Third highest from #1-14 (3.73) My principal/supervisor sets clear expectations for judging my performance.

Processing questions with staff:

- What do I do as your leader that led to these results?
- What could I do to enhance the current score?
- What practices make me more effective as a leader?

1=Strongly Disagree, 2=Disagree, 3=Neutral, 4=Agree, 5= Strongly Agree



Next Steps

- Each school and department presented their respective findings with their staff.
- Based on collaborative ideas, feedback and input goals are being developed and will be monitored for continuous improvement on the next annual survey.
- KUSD will continue efforts to increase the communication of district resources and how they are allocated.

Big Thanks

Kenosha Unified and the administration appreciate all of the quality ideas, feedback and input that was provided for the annual employee engagement survey.

This data is crucial to help increase the overall engagement and support for the employees of Kenosha Unified.

THANK YOU

Any questions?













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June 23, 2020

DONATIONS TO THE DISTRICT

The District has received the following donations:

- 1. Aruba donated 2 outdoor Wi-Fi Solution kits for small sites. The value of this donation is \$5,351.
- 2. Mr. James T. Duncan, Jr. donated \$1,000 to the Bradford High School Planetarium.
- 3. Mr. & Mrs. James T. Duncan, III donated \$200 to the Tremper High School Baseball Team.
- 4. Mr. & Mrs. James T. Duncan, III donated \$100 to Washington Middle School for their 100th Anniversary.

Administrative Recommendation

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

Dr. Sue Savaglio-Jarvis Superintendent of Schools

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KENOSHA UNIFIED SCHOOL DISTRICT Kenosha, Wisconsin

June 23, 2020

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

<u>June</u>

- June 10, 2020 Fourth Quarter Ends, End of Year for Students
- June 11, 2020 Staff Workday
- June 18, 2020 Special School Board Meeting 6:30 P.M. in ESC Boardroom & Virtual
- June 23, 2020 Regular School Board Meeting –7:00 P.M. in ESC Boardroom & Virtual

<u>July</u>

- June 3, 2020 Fourth of July Observance District Closed
- July 28, 2020 Regular School Board Meeting 7:00 P.M. in ESC Boardroom & Virtual

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