



**Kenosha Unified
School District**

ACADEMICS. OPPORTUNITY. SUCCESS.

REGULAR BOARD MEETING

Tuesday, September 22, 2020

7:00 PM

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

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Regular Board Meeting
Tuesday, September 22, 2020
Educational Support Center
3600 52nd St.
Kenosha, WI 53144
7:00 PM

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Kenosha Unified School District
Kenosha, WI
September 22, 2020

The Office of Human Resources recommends the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE
Appointment	Anderson	Ceanna	Lincoln Middle School	Security	ESP	08/31/2020	1
Appointment	Baldwin	Jeriman	Bradford High School	Special Education	ESP	08/31/2020	1
Appointment	Dare	Tina	Chavez Learning Station	Special Education	ESP	08/31/2020	1
Appointment	Drees	Tyler	Tremper High School	Security	ESP	09/08/2020	1
Appointment	Durfey	Stephanie	Lincoln Middle School	ESL Other Language	Instructional	08/26/2020	1
Appointment	Gardner	Nathan	Indian Trail HS & Academy	Instrumental Music	Instructional	08/26/2020	1
Appointment	Glenn-Larson	Elizabeth	4K Program	4K Program	Instructional	08/26/2020	0.5
Appointment	Goedel	Jean	Bullen Middle School	Cross Categorical	Instructional	08/26/2020	1
Appointment	Hanson	Bergen	Lance Middle School	English	Instructional	09/08/2020	1
Appointment	Henry	Julie	Jeffery Elementary School	C.D.S.	Instructional	08/26/2020	1
Appointment	Horton	Kenneth	Brass Community School	Grade 1	Instructional	09/03/2020	1
Appointment	Iorio	Vincent	Athletics/Health/Physical Ed	Physical Education	Instructional	08/26/2020	1
Appointment	Jones	Jared	Lincoln Middle School	Math	Instructional	08/26/2020	1
Appointment	Kenyon	Jennifer	Jeffery Elementary School	Classroom	ESP	08/31/2020	1
Appointment	Kurklis-Ohnstad	Kristi	Hillcrest School	Information/Health Services	ESP	08/31/2020	1
Appointment	Lapcewich	Kathleen	Department of Special Education	Speech Therapist	Instructional	08/26/2020	1
Appointment	Macareno	Danielle	Indian Trail HS & Academy	Spanish	Instructional	08/26/2020	1
Appointment	Marcelain	Rebekah	Lincoln Middle School	Special Education	ESP	09/08/2020	1
Appointment	McDorman	Seth	Indian Trail HS & Academy	Security	ESP	09/09/2020	1
Appointment	Merritt	Alison	Bradford High School	Art	Instructional	09/04/2020	1
Appointment	Neeson	Robin	Department of Special Education	Social Worker	Instructional	08/26/2020	1
Appointment	Neir	Kevin	Human Resources	Interim Chief HR Officer	AST	08/26/2020	1
Appointment	Niendorf	Alma	Southport Elementary School	Special Education	ESP	08/31/2020	1
Appointment	Nyberg	Eric	Indian Trail HS & Academy	Cross Categorical	Instructional	08/27/2020	1
Appointment	Peterson	Amanda	Lincoln Middle School	Administrative Support (10 MO)	ASP	09/14/2020	1
Appointment	Petkovic	Belinda	Food Service	Food Service Worker	Food Service	08/26/2020	1
Appointment	Phillips	Ashley	Indian Trail HS & Academy	C.D.S.	Instructional	08/26/2020	1
Appointment	Poppy	Tahnee	Student Support/Guidance	Psychologist	Instructional	09/08/2020	1
Appointment	Ramey	Megan	Grant Elementary School	Kindergarten	Instructional	08/26/2020	1
Appointment	Roberts	Abigail	Jefferson Elementary School 4	Grade 4	Instructional	08/26/2020	1
Appointment	Roochnik	Samuel	Indian Trail HS & Academy	Intervention Specialist	Instructional	08/26/2020	1
Appointment	Ruffalo	Annette	Teaching and Learning	Administrative Specialist (12 MO)	ASP	09/01/2020	1

Kenosha Unified School District

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The Office of Human Resources recommends the following actions:

Appointment	Ruiz	Paola	Prairie Lane Elementary	Special Education	ESP	08/31/2020	1
Appointment	Runyard	Tami	Whittier Elementary School	Information/Health Services	ESP	08/31/2020	1
Appointment	Schaefer	Halee	Lincoln Middle School	Social Studies	Instructional	09/04/2020	1
Appointment	Seigworth	Emily	Brass Community School	Grade 3	Instructional	08/26/2020	1
Appointment	Serpe-Becker	Lisa	Grewenow Elementary School	Intervention Specialist	Instructional	08/26/2020	0.75
Appointment	Sheehan	Edward	Indian Trail HS & Academy	English	Instructional	08/26/2020	1
Appointment	Sliger	Kayla	Brass Community School	Grade 4	Instructional	08/26/2020	1
Appointment	Stefferdud	Samantha	Grant Elementary School	Grade 4	Instructional	08/26/2020	1
Appointment	Terry	Scott	Lincoln Middle School	Technology Education	Instructional	09/10/2020	1
Appointment	Timmer	Sara	Indian Trail HS & Academy	Physics	Instructional	08/26/2020	1
Appointment	Trevino	April	Student Support/Guidance	Guidance	Instructional	08/26/2020	1
Appointment	White-Burks	Rhea	Food Service	Unit Manager Middle School	Food Service	08/26/2020	1
Appointment	Wolchuk	Warren	Indian Trail HS & Academy	C.D.S.	Instructional	08/26/2020	1
Appointment	Wroblewski	Jeffrey	Facilities	Environmental Services Worker	Facilities	09/08/2020	1
Appointment	Zurbuchen	Danette	Lance Middle School	Special Education	ESP	08/31/2020	1
Resignation	Ayers	Bianca	Nash Elementary School	Special Education	ESP	08/31/2020	1
Resignation	Baryenbruch	Allie	Bradford High School	Art	Instructional	08/25/2020	1
Resignation	Beaulieu	Jennifer	Indian Trail HS & Academy	ESL Other Language	Instructional	08/17/2020	1
Resignation	Bose	David	Roosevelt Elementary School	Night Custodian - Second Shift	Facilities	09/11/2020	1
Resignation	Bott	Dana	Pleasant Prairie Elementary	Grade 5	Instructional	08/20/2020	1
Resignation	Briggs	Julianna	Indian Trail HS & Academy	Administrative Support (12 MO)	ASP	08/24/2020	1
Resignation	Chapman	Christine	Bullen Middle School	Special Education	ESP	08/27/2020	1
Resignation	Dejno	Kayla	Hillcrest School	Special Education	ESP	08/27/2020	1
Resignation	Fabiano	Deanna	Lance Middle School	English	Instructional	08/31/2020	1
Resignation	Gazarkiewicz	Patrick	Tremper High School	Chemistry	Instructional	08/20/2020	1
Resignation	Gray	Erin	Lincoln Middle School	Social Studies	Instructional	08/18/2020	1
Resignation	Gunther	Dream	Lincoln Middle School	Security	Instructional	08/25/2020	1
Resignation	Henriksen	Shanthi	Indian Trail HS & Academy	English	Instructional	08/24/2020	1
Resignation	Holimon	Megan	Department of Special Education	Special Education	ESP	09/11/2020	1
Resignation	Jenison	Crista	Bradford High School	Special Education	ESP	08/28/2020	1
Resignation	Jones	Dianne	Southport Elementary School	Library Media Specialist	Instructional	08/19/2020	1
Resignation	Kiesler	Jennifer	KTEC East	Science	Instructional	08/26/2020	1
Resignation	Kretchmer	Angela	Indian Trail HS & Academy	Special Education	ESP	09/03/2020	1
Resignation	Marin	Erika	Lincoln Middle School	Special Education	ESP	08/28/2020	1

Kenosha Unified School District
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The Office of Human Resources recommends the following actions:

Resignation	Novak	Meghan	Bradford High School	Physical Education	Instructional	09/08/2020	1
Resignation	Radke	Katherine	Indian Trail HS & Academy	Cross Categorical	Instructional	08/19/2020	1
Resignation	Russell	Elizabeth	McKinley Elementary School	Library Media Specialist	Instructional	09/11/2020	1
Resignation	Zinn	Bradford	Indian Trail HS & Academy	Security	ESP	08/25/2020	1
Retirement	Brems	Lori	Jefferson Elementary School	Special Education	ESP	08/20/2020	1
Retirement	Friday	Colleen	Indian Trail HS & Academy	Spanish	Instructional	06/11/2020	1
Retirement	Guido	Silvana	Bradford High School	Nurse	Instructional	10/09/2020	1
Retirement	Klopstein	Suzanne	Lincoln Middle School	Grade 6	Instructional	12/30/2020	1
Retirement	Masterson	James	Nash Elementary School	Multi-Age 4/5	Instructional	08/14/2020	1
Retirement	Milock	Patricia	Grewenow Elementary School	Special Education	ESP	09/03/2020	1
Retirement	Pelishek	Brigette	EBSOLA CA	Special Education	ESP	10/02/2020	1
Retirement	Schiesser	Heidi	Forest Park Elementary School	Grade 5	Instructional	06/11/2020	1
Retirement	Schofield	Peggy	Department of Special Education	C.C. Program Support	Instructional	08/24/2020	1
Retirement	Short	Deborah	Brass Community School	Grade 1	Instructional	08/24/2020	1
Retirement	Tappa	Wanda	Tremper High School	Administrataive Support (10 MO)	ASP	10/09/2020	1
Separation	Kuehl	Matthew	Tremper High School	Special Education	ESP	09/04/2020	1

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A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD AUGUST 18, 2020

A special meeting of the Kenosha Unified School Board was held on Tuesday, August 18, 2020, at 5:30 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for Views and Comments by the Public, the Return 2020 Virtual Plan, Request to Provide WIAA Fall Sports, Positions-Repurposed/Furloughed Due to Virtual Learning Environment, and the School Transportation Contract.

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

Mr. Duncan, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District No. 1. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Views and comments were made by the public.

Mr. Wade arrived (virtually/by telephone) at 5:49 P.M.

Mrs. Modder moved to extend the 45-minute limit for views and comments to allow for those present to speak and post the views and comments submitted electronically on the district's website. Mr. Garcia seconded the motion. Unanimously approved.

Views and comments by the public continued.

Mrs. Modder noted the views and comments submitted electronically and informed the public that they would be posted on the district's website for review.

Dr. Savaglio-Jarvis introduced the Return 2020 Virtual Plan. Ms. Susan Valeri, Chief of School Leadership; Mrs. Julie Housaman, Chief Academic Officer; Mr. Kristopher Keckler, Chief Information Officer, Information Systems, Data Management and Evaluation; Mrs. Jennifer Hart, Human Resource Coordinator - Recruitment and Retention; Mr. Patrick Finnemore, Director of Facilities; Mr. Scott Plank, Coordinator of Fine Arts; and Mr. Bryan Mogensen, Coordinator of Athletics, Physical Education, Health, Recreation and Senior Center; gave a Return 2020 PowerPoint presentation which covered the following topics: attendance, grading, assessments, early education, elementary, middle and high school virtual schedules, early education lesson components, K-12 Lesson components, fine arts, physical education, staff expectations, instruction expectations, teaching from KUSD buildings, staff self-screening, staff safety and wellness, staff decision tree: symptoms and close contact, substitutes, transportation, meal distribution, custodial operations, PPE and sanitizer update, and board decisions - August 18 and August 25.

Board members shared their views, comments and concerns to the Return 2020 Virtual Plan.

Mrs. Modder moved to rescind the motion made at the July 28, 2020 meeting for students to return to school fully virtual with a return date for in person to be determined. Mr. Wade seconded.

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

Ms. Adams moved to approve the original Return to 2020 plan presented at the July 28, 2020 meeting which offers an in person or virtual learning option with a school start date to be moved to September 14, 2020 and also approve the WIAA's recommendation of a seasonal start date of August 24, 2020 for girls swimming and diving, boys and girls cross country, girls golf and girls tennis and a September 7, 2020 start date for football, boys and girls volleyball and boys soccer. If a COVID surge outbreak shall occur, this issue should be revisited. Mr. Wade seconded the motion.

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

The Board recessed at 8:41 P.M. and reconvened at 8:50 P.M.

Mr. Duncan noted that the Request to Provide WIAA Fall Sports agenda item was addressed in the previous motion, excerpts follow:

"Kenosha Unified School District, Franklin School District, Oak Creek School District and Racine Unified School District make up the Southeastern Athletic conference.

Athletics will adhere to the WIAA sports specific guidance and student athlete participation is strictly voluntary. Each student and parent/guardian will be required to sign the KUSD Extra Curricular Waiver and Release of Claims form (Appendix A). WIAA recommends a seasonal start date of August 17, 2020 for girls swimming and diving, boys' and girls' cross country, girls golf and girls' tennis. Football, boys' and girls' volleyball, and boys' soccer start date of September 7, 2020.

Administration supports moving forward with the WIAA recommended plan for high and low risk sports with the exception that low risk sports will have a start date of August 19, 2020 following School Board approval of the plan.

Administration requests that the Board of Education approve WIAA's recommendation of a seasonal start date of August 19, 2020 for girls swimming and diving, boys' and girls' cross country, girls golf and girls' tennis and September 7, 2020 for football, boys' and girls' volleyball, and boys' soccer."

Ms. Valeri and Mr. Tarik Hamdan, Chief Financial Officer, presented the Positions-Repurposed/Furloughed Due to Virtual Learning Environment submitted by Ms. Valeri, Mr. Hamdan, and Dr. Savaglio-Jarvis, excerpts follow:

"On July 28, 2020 the school board voted to begin the school year with an all virtual learning option. In the virtual learning environment, some staff will need to be re-purposed

to cover needs that will or have arisen due to a virtual environment. The attached spreadsheet (attachment A) lists the positions that may be re-purposed.

Non-FTE Timesheet only employees (attachment B) will be furloughed for the length of the virtual learning environment. Furlough means any reduction in hours for staff. However, budget managers will be allowed to utilize these staff members and assignments on an as needed basis and pay for actual hours worked. For example, noon hour supervisor would normally work approximately 10 hours a week, since lunches are not being served in each building, this position would not be needed. Therefore, pay for those 10 hours of wages would not be supported.

Attachment C is a draft sample of possible duties for identified positions. Administration will continue to work with staff in order to identify other possible duties as an on-going basis due to this the virtual environment and pending needs to support students, staff and families.

Administration is recommending to re-purpose the attached list of full time equivalent staff for the duration of an all virtual learning environment and furlough the list of hourly, part-time staff that will not be used during this time.”

Mr. Battle moved to approve the ability to re-purpose the attached list of full time equivalent staff for the duration of an all virtual learning environment and the ability to furlough the list of hourly, part-time staff that will not be used during this time. Mr. Garcia seconded the motion. Unanimously approved.

Mr. Hamdan presented the School Transportation Contract submitted by Mr. Jeffrey Marx, Transportation Supervisor; Mr. Finnemore; Mr. Hamdan; and Dr. Savaglio-Jarvis, excerpts follow:

“The Kenosha Unified School District (KUSD) utilizes a third-party vendor to provide student bus transportation services. The previous contract was held by First Student, Inc. for a period of five (5) school terms from August 2015 to August 2020 (Attachment A).

Given the pending expiration of the contract, the administration notified Board members and initiated a public request for proposal (RFP) to invite vendors to bid on a new multi-year contract. The RFP was published on March 12, 2020, and closed on May 18, 2020. Based on the RFP response, the incumbent vendor was awarded the bid and contract language negotiations commenced in early June 2020 between KUSD and First Student, Inc. After both sides settled on agreeable contract language, the Board was provided with a summary and overview of the contract by the district negotiators and legal counsel.

Administration recommends that the Board approve the attached School Transportation Contract with First Student, Inc. (Attachment B) for a period of six (6) school terms from August 2020 to August 2026.”

Ms. Stevens moved to approve the School Transportation Contract with First Student, Inc. (Attachment B) for a period of six (6) school terms from August 2020 to August 2026. Mr. Battle seconded the motion. Unanimously approved.

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

Meeting adjourned at 8:57 P.M.

Stacy Schroeder Busby
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD SEPTEMBER 3, 2020

A special meeting of the Kenosha Unified School Board was held on Thursday, September 3, 2020, in 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 5:06 P.M. with the following members present: Mr. Battle, Ms. Stevens, Mrs. Modder, Mr. Garcia, Ms. Adams, Mr. Wade (virtually), and Mr. Duncan. Dr. Savaglio-Jarvis and Attorney Warren Buliox from MWH Law Group, LLP were also present. Mr. Brian Knee, Litigation Manager at Community Insurance Corporation, arrived later.

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, Personnel: Problems, and Personnel: Position Assignments.

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

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

1. Personnel: Position Assignments

Dr. Savaglio-Jarvis updated board members on two position assignments.

2. Personnel: Problems and Litigation

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

Mr. Knee arrived at 5:12 P.M.

Dr. Savaglio-Jarvis was excused from the meeting at 5:15 P.M.

Ms. Busby was excused from the meeting at 5:18 P.M.

Attorney Buliox and Mr. Knee updated board members on a pending employee relations matter and sought direction from the board.

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

Meeting adjourned at 6:18 P.M.

Stacy Schroeder Busby
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD SEPTEMBER 3, 2020

A regular meeting of the Kenosha Unified School Board was held on Thursday, September 3, 2020, at 6:00 P.M. in the Board Room of the Educational Support Center. Mr. Duncan, President, presided.

The meeting was called to order at 6:23 P.M. with the following Board members present: Mr. Battle, Ms. Stevens, Mrs. Modder, Mr. Garcia, Ms. Adams, Mr. Wade (virtually), 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.

There were no awards or recognitions.

Dr. Savaglio-Jarvis presented the following two Administrative Appointments: Mrs. Susan Mozinski as Principal at Bose Elementary School and Mr. Kevin Neir as the Interim Chief Human Resources Officer.

Mrs. Adams moved to approve the two Administrative Appointments as presented. Mr. Garcia seconded the motion. Unanimously approved.

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

Mrs. Modder gave the legislative report.

Ms. Stevens moved to extend the timeframe allotted for views and comments beyond the 45 minutes. Mr. Garcia seconded the motion. Unanimously approved.

Views and comments were made by the public.

Mrs. Modder noted the names of individuals who submitted views and comments electronically.

Board members recessed at 8:46 PM and reconvened at 8:52 P.M.

Remarks by the President were made by Mr. Duncan.

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 7/28/20 Special Meeting and Executive Session and 7/28/20 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. Sue Savaglio-Jarvis, excerpts follow:

“It is recommended that the July 2020 cash receipt deposits totaling \$212,573.65, and cash receipt wire transfers-in totaling \$4,998,155.43, be approved.

Check numbers 594573 through 595403 (net of voided batches) totaling \$9,483,517.84, and general operating wire transfers-out totaling \$6,753,751.07, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the July 2020 net payroll and benefit EFT batches totaling \$18,776,470.97, and net payroll check batches totaling \$1,998.21, be approved.”

Consent-Approve item X-D – Revision of School Board Policy 1520 – Distribution of Marketing Materials to Students submitted by Mrs. Tanya Ruder, Chief Communications Officer, and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 1520 was developed to give the superintendent or his/her designee guidance in approving materials that are distributed to students by schools from outside organizations. Currently, the policy requires review of the materials which, if approved, are then copied and delivered to schools by organizations where school administrative support professionals who then distribute to classroom staff who distribute to students via weekly folders.

To alleviate this unnecessary burden for our staff and community members, we would like to move to a virtual backpack system. This will allow organizations to submit fliers for review that, if approved, will be posted on the Community Connection portion of the website. Schools will then share a “Virtual Backpack” link in their weekly e-newsletters so families are aware of what is being offered by our community partners, organizations and others. Per policy, we will require organizations to provide fliers in English and Spanish, as well as to drop off at least 20 hard copies in both English and Spanish to have on hand in the school office for families that may not have access to technology.

In addition, schools should not have to run fliers through the district office for approval for events being held by their buildings (e.g. assembly, spirit week, etc.). As such, the internal request section has been removed so they may communicate with families as they see fit.

The overall goal for this change is to alleviate burden on our schools, streamline the process of approval to distribution for our community partners, and reduce the amount of paperwork parents/guardians receive through the use of technology.

Administration recommends that Board approve revised Policy and Rule 1520 as a second reading on Sept. 3, 2020.”

Ms. Adams moved to approve the consent agenda (Items X-A – A-D). Mr. Battle seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the Reconsideration/Discussion/Action – School 2020 Reopening Plan, Including Virtual and In-Person Instruction and Fall 2020 Return to WIAA Sports submitted by Mr. Hamdan; Mr. Kristopher Keckler, Chief Information Officer; Mrs. Ruder; Mrs. Julie Housaman; Chief Academic Officer; Ms. Susan Valeri, Chief of School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“As the nation is responding to the unprecedented challenges brought upon us by the COVID-19 pandemic, thousands of schools were forced to shut down and create virtual learning experiences. Meeting these challenges requires leadership from all entities, including educators, medical professionals, parents, community members, boards of education and other vital stakeholders. Schools across the nation found themselves having to reinvent end-of-year learning and summer learning.

Many districts are realizing there is little reason to believe that a “normal” school year is within reach. In an effort to develop a plan for fall of 2020, the District created dedicated teams of experts to determine how to best educate students in the safest ways possible. The core work teams recognized that there is not a one-size-fits-all answer, and as such the Return 2020 plan was created. It took creativity and a great deal of planning to ensure the needs of all students could be met.

The RETURN 2020 core workgroups spent countless hours researching, meeting, writing, presenting, adjusting and finalizing this plan to get it to its current state. This was done in conjunction with staff, Board members, parents, students and others who provided feedback during reactor group meetings or listening sessions.

At its July 28, 2020, board meeting, the board considered the attached report (Attachment A). The following motions were voted on at the July 28, 2020, regular school board meeting:

Mr. Battle moved to approve the Return 2020 plan which gives the option of virtual or in person learning. Mr. Wade seconded the motion.

Roll call: Ayes: Mr. Battle and Mr. Wade. Noes: Ms. Stevens, Mrs. Modder, Mr. Garcia, Ms. Adams, and Mr. Duncan. Motion failed.

Ms. Adams moved to return to school as fully virtual for students with a return date for in person to be determined. Ms. Stevens seconded the motion.

Roll call: Ayes: Ms. Stevens, Mrs. Modder, Mr. Garcia, Ms. Adams, and Mr. Duncan. Noes: Mr. Battle and Mr. Wade. Motion carried.

The following motions were voted on at the August 18, 2020, special school board meeting:

Mrs. Modder moved to rescind the motion made at the July 28, 2020, meeting for students to return to school fully virtual with a return date for in person to be determined. Mr. Wade seconded.

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

Ms. Adams moved to approve the original Return 2020 plan presented at the July 28, 2020 meeting which offers an in person or virtual learning option with a school start date to be moved to September 14, 2020, and also approve the WIAA's recommendation of a seasonal start date of August 24, 2020, for girls swimming and diving, boys and girls' cross country, girls golf and girls' tennis and a September 7, 2020, start date for football, boys' and girls' volleyball and boys' soccer. If a COVID surge outbreak shall occur, this issue should be revisited. Mr. Wade seconded the motion.

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

August 21, 2020, the Wisconsin Education Association Council (WEAC) submitted a letter claiming that the notice for the August 18, 2020, School Board meeting did not provide notice "in such a form as is reasonably likely to apprise members of the public" of the subject matter of the meeting as required in Wis. Stat. 19.84(2). In order to comply with the requirements of state statute, the Return 2020 plan, which includes virtual and in-person learning, as well as a return to WIAA fall sports is being revisited to allow the board to reconsider the motions made at the August 18, 2020, special school board meeting and new motions to be made and voted upon.

Administration recommends that the Board of Education approve the School 2020 reopening plan, including virtual and in-person instruction as well as the fall 2020 return to WIAA sports as contained in the following links."

Mr. Patrick Finnemore, Director of Facilities; Mrs. Valeri ; Mrs. Ruder; and Attorney Lori Lubinsky (virtually) from Axley Brynelson, LLP answered questions from Board members.

Ms. Adams moved to continue the board meeting past 10 PM in accordance with Policy 8710. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Modder moved to rescind all prior decisions of the Board regarding (1) virtual and in-person return to the 2020-21 school year; and (2) return to fall 2020 WIAA sports. Ms. Stevens seconded the motion.

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

Mr. Battle moved to approve the School 2020 Reopening Plan, which includes both virtual and in-person instruction, and the Fall 2020 Return to WIAA Sports. If a COVID surge outbreak should occur, this agenda item should be revisited. Mr. Wade seconded. Roll call.

Roll call: Ayes: Mr. Battle, Mrs. Modder, Mr. Garcia, Mr. Wade and Mr. Duncan. Noes: Ms. Stevens and Ms. Adams. Motion carried.

Dr. Savaglio-Jarvis presented the Before and After School Activities, Clubs and Other Sports submitted by Mrs. Kimberly Fischer, Regional Coordinator of School Leadership; Ms. Valeri; Mr. Scott Plank, Coordinator of Fine Arts; Mrs. Cheryl Kothe, Coordinator of Career and Technical Education; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“Kenosha Unified School District provides a wide variety of before and after school activities for students. Due to health and wellness concerns related to the spread of COVID 19 before and after school activities, clubs and events will not offer in-person meetings, performances or attend competitions for the duration of the public health crisis, unless those groups are able to provide a health safety plan to mitigate risks for students, directors, advisors and club leaders. All activities, clubs and other sports, if offered, may begin on or after September 14, 2020.

For activities, clubs and other sports in which a virtual option is not possible, advisors for all before and after school activities, clubs and other sports shall develop a written health safety plan in collaboration with like activity, club or sports advisors or coaches to offer in-person activities, clubs or other sports for students. Health safety plans shall include the following information: health screening requirements prior to gathering, activity, club or sport specific information, protocols for all meetings, guidelines for safe sharing of equipment or materials and when applicable procedures for hydration. The plans shall also include the specific responsibilities for all advisors, coaches, etc. to ensure the health safety plan is implemented accordingly.

This is an informational report.”

Dr. Savaglio-Jarvis presented Revision to School Board Policy 8850 – School Board Committees, excerpts follow:

“As a follow up to the October 15, 2019 special school board meeting, October 21, 2019 reminder included in the board calendar document, and the June 19, 2020 email where board members were asked to share thoughts and recommendations in regards to Policy 8850 – School Board Committees, attached is the proposed revised policy to be considered as a first reading.

Initial suggested additions to the policy included:

- An addition of two District staff members added to the committees;
- Committee meetings will be held quarterly each school year on the second Tuesday - October, February, April and June, unless otherwise noted, instead of monthly; and
- Attendance expectation of committee members will be changed from 80% expectancy to missing no more than one meeting per year.

The policy was approved as a first reading at the July 28, 2020 regular school board meeting and the following suggested changes made at that meeting have been incorporated into the revised policy:

- In the first paragraph of the policy, remove “as” from the added language “engage as stakeholders in issues”;

- In the second paragraph of the policy, do not remove “with option of renewal at the chair’s discretion”;
- In the sixth paragraph of the policy, change the word “intermediary” to “avenue” or “liaison”;
- Above the last paragraph of the policy, insert the following sentence: “Minutes shall be kept of all standing committee meetings.”;
- In the last paragraph of the policy, change “Board committee meetings” to “Board standing committee and ad hoc committees”;
- In A-2 of the Rule, include “teachers”;
- In B-3 of the Rule, do not remove “The committee chairs”; and
- In the Personnel Committee organizational chart, keep the last strikeout with the exception of removing “or policy”.

It is recommended that Policy 8850 – School Board Committees be approved as a second reading at the September 3, 2020 regular school board meeting.”

Ms. Adams moved to approve Policy 8850 – School Board Committees as a second reading. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the 2020-2023 Integrated Library Media and Technology Plan submitted by Mrs. Annie Fredriksson, Coordinator for Instructional Technology and Library Media; Mrs. Housaman; Mr. Keckler; and Dr. Savaglio-Jarvis, excerpts follow:

“Over the past three years, Kenosha Unified has worked to implement various components of the previous Integrated Library Media and Technology Plan. Some of the identified areas include: large expansion of the network infrastructure, including increased security with firewall and content filter replacements and increased instructional resources for teacher training. Additional technology purchases allowed a move to a more equitable distribution of technology among the student population with a comprehensive 1:1 mobile device program. Increased accuracy of device tracking and usage reporting with inventory controls. A KUSD technology leadership committee (Appendix A) has reviewed the existing plan, and provided updated revisions for the new three-year cycle. Though the state requirement for this process changed in 2013, DPI strongly encourages Local Education Agencies (LEAs) to continue the process for awareness and alignment to strategic goals and initiatives. These plans are inclusive of the required planning expectations related to funds and projects for school libraries. KUSD has supported and previously signed the Future Ready District Pledge (http://futureready.org/about-the-effort/take-thepledge/?search=&field_56d9bc8f9f5a0=Wl). This pledge presents a commitment to improving the technology integration and overall support for quality digital learning. To date, over 3,400 school district superintendents have signed this pledge. This represents over 20 million students and more than 2 million educators who are working to establish quality technology integration into the learning environment. Based on a desire to define evidence-based approaches to manage this process, the U.S. Department of Education and the American Institutes for Research (AIR) published a rubric on the characteristics of Future Ready Leadership (<https://tech.ed.gov/leaders/research/>). Kenosha Unified leadership will continue to review and integrate the strategies for improved digital learning when possible.

Administration recommends that the Board of Education review and accept the 2020-2023 Integrated Library Media and Technology Plan at the September 3, 2020, regular Board meeting.”

Mr. Battle moved to approve the 2020-2023 Integrated Library Media and Technology Plan. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Gang Prevention Education Program submitted by Ms. Valeri and Dr. Savaglio-Jarvis, excerpts follow:

“The Boys & Girls Club of Kenosha (BGCK) and the Kenosha Unified School District (KUSD) have enjoyed a partnership for more than 20 years working collaboratively to address the issue of gang involvement and delinquency issues in our community. The district provides financial support the BGCK needs to monitor, supervise and mentor youth in gang prevention groups, while working on anger management, team building, job skills development, gang resistance, and social and delinquency issues.

The Boys and Girls Club of Kenosha has supervised and mentored 50 youth in gang prevention programs at our middle and high schools. The Year End Report (Attachment A) is included in this report. Even through the pandemic, the staff at the Boys and Girls Club continued to connect with our students and staff through home visits, Zoom meetings, Face-time and Google Duo.

The goals for the Gang Prevention Education Program (Attachment B) also include a plan for virtual connections with students and staff if needed. The partnership with KUSD, the juvenile justice office and the Boys and Girls Club is invaluable.

The Boys and Girls Club has included the staff names, titles, position that they hold and a brief summary of their job responsibilities (Attachment C).

The final document in this report is the Memorandum of Understanding (Attachment D) between Boys and Girls Club of Kenosha and the Kenosha Unified School District.

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

Mr. Jake McGhee, CEO of Boys & Girls Club of Kenosha, was present (virtually) and answered questions from board members.

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

Dr. Savaglio-Jarvis resented the Provisions Governing the Transportation of Students Attending Public and Private Schools for the 2020-2021 Year submitted by Mr. Jeff Marx, Transportation Supervisor; Mr. Finnemore; and Dr. Savaglio-Jarvis, excerpts follow:

“Administration recommends that the school board approve the Provisions Governing the Transportation of Students Attending Public and Private Schools for the 2020-2021 year as contained in this report. These provisions relate to Board Policies 3511 and 3514.”

Ms. Stevens moved to approve the Provisions Governing the Transportation of Students Attending Public and Private Schools for the 2020-2021 year. Mr. Battle seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented the Expulsion Independent Hearing Officer submitted by Ms. Valeri and Dr. Savaglio-Jarvis, excerpts follow:

“Administration brings forth a recommendation concerning the appointment of Hearing Officers to assist the District with any expulsion hearings for the upcoming school year. Hearing Officers are paid \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 for each hearing.

Hearing Officers are part time employees that are called upon when needed for expulsion hearings. The two people being recommended for the 2020-2021 school year are: Ms. Wheeler who is returning to us for another year and Ms. Zimmerman who is new to us this year. She will be going through some training by Von Briesen & Roper attorneys for the position of Hearing Officer.

Administration recommends that the Board of Education authorize the appointment of Nancy Wheeler and Jacalyn Zimmerman as Hearing Officers for the purpose of expulsion hearings during the 2020-2021 school year at the rate of \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 per hearing. It is also recommended that the Board approve Resolution 364 – Resolution to Authorize Independent Hearing Officers to Determine Pupil Expulsions During the 2020-2021 School Year.”

Ms. Adams moved to appoint Nancy Wheeler and Jacalyn Zimmerman as Hearing Officers for the purpose of expulsion hearings during the 2020-2021 school year at the rate of \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 per hearing. Mr. Wade seconded the motion. Unanimously approved.

Mrs. Modder presented Resolution 364 – Resolution to Authorize Independent Hearing Officers to Determine Pupil Expulsions During the 2020-2021 School Year which read as follows:

“WHEREAS, pursuant to Section 120.13(1)(e) of the Wisconsin Statutes, a school board may adopt a resolution authorizing independent hearing officers appointed by the school board to determine pupil expulsions from school under Wis. Stat. §§ 120.13(1)(e)2. through 120.13(1)(e)4.; and

WHEREAS, such a resolution authorizing the use of an independent hearing officer to determine pupil expulsion is effective only during the school year in which it is adopted; and

WHEREAS, the Board of Education of the Kenosha Unified School District desires to authorize the use of independent hearing officer to determine pupil expulsions for the 2020-2021 school year;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE KENOSHA UNIFIED SCHOOL DISTRICT that, pursuant to Wis. Stat. § 120.13(1)(e), the Board of Education authorizes independent hearing officers appointed by the Board of Education to determine pupil expulsion matters for the 2020-2021 school year; and

BE IT FURTHER RESOLVED that the Board of Education shall, by motion, appoint one or more individuals who, in the judgment of the Board, are qualified to serve in the capacity of an independent hearing officer under Section 120.13(1)(e) of the Wisconsin Statutes; and, thereafter, the Superintendent or any administrative designee of the Superintendent may select any individual who has been so appointed to hear and determine, subject to the Board of Education's review of any expulsion order, any pupil expulsion matter that arises in the school year in which this Resolution is effective.

BE IT FURTHER RESOLVED that the officers, employees, and agents of the Kenosha Unified School District are authorized and directed, to the extent consistent with applicable law and Board of Education policy, to do any and all things reasonably necessary to accomplish the purposes of this Resolution.

BE IT FURTHER RESOLVED that the Kenosha Unified School District Board of Education approve Nancy Wheeler and Jacalyn Zimmerman as Expulsion Independent Hearing Officers for the 2020-2021 school year as filed with the secretary to the Board of Education. This Resolution was adopted by the Board of Education and is recorded in the minutes of the Board of Education meeting held on the 3 day of September, 2020."

Ms. Stevens moved to approve Resolution to Authorize Independent Hearing Officers to Determine Pupil Expulsions During the 2020-2021 School Year. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced Mrs. Maria Kotz, Principal at Reuther Central High School; Mr. Jennifer Folkers, Coordinator of Professional Development; Mrs. Jennifer Hart, Coordinator of Human Resources – Recruitment and Retention; and Ms. Bethany Ormseth, Principal at LakeView Technology Academy and they gave a Commitment to Equity PowerPoint presentation which covered the following topics: equity mission, equity vision, equity core values, Wisconsin data review, state wide achievement data - all students, state wide concern - African American and Hispanic, 2019-2020 exploration, seven commitments, leading the work, equity analysis, equitable access, culture of excellence, diversity/racism/inclusive-equity trainings, welcoming environment, equitable workforce, partnerships, and next steps.

Dr. Savaglio-Jarvis introduced the KUSD Policy and Related Waiver Items for School Year 2020-21 submitted Mrs. Housaman, Ms. Valeri, Mr. Keckler, and Dr. Savaglio-Jarvis, excerpts follow:

"On April 27, 2020, the Kenosha Unified School Board approved a series of requests for local and state accountability waivers. These waivers were a direct result of the COVID19

Pandemic. On August 18, 2020 the School Board voted to start the 2020-21 school year with students attending either in-person or fully virtual, with other operational and instructional conditions still under revision and refinement. As the pandemic continues to cause school districts to develop and adjust plans with very little lead time, some of these waivers will have variable impact depending on the allowable conditions and other external factors (i.e. legislative orders).

Chapter 118.38 of the Wisconsin State Statutes outlines the legal authority for school boards to request and for DPI to grant waivers from certain state laws and administrative rules. Under this provision, school boards can request a waiver from DPI of any school board or school district requirement outlined in Chapters 115 to 121 of the State Statutes or in related administrative rules, with the following important exceptions: the health or safety of pupils, pupil discrimination under s. 118.13, the pupil assessment program under s. 118.30 and the standardized reading test required under s. 121.02 (1) (r), pupil records under s. 118.125, the collection of data by the department, the uniform financial fund accounting system under ss. 115.28 (13) and 115.30 (1) and audits of school district accounts under s. 120.14, licensure or certification under s. 115.28 (7) or (7m) other than the licensure of the school district administrator or business manager, the commencement of the school term under s. 118.045, and the requirements established for achievement guarantee contracts under s. 118.43 and for achievement gap reduction contracts under s. 118.44.

The law requires the local school board to hold a public hearing (virtually if needed) in the school district and requires the school board to specify in its request for a waiver its reason for requesting the waiver. Once approved, waivers will be effective for one year, and renewable for additional one year periods. At this time, administration would ask the KUSD School Board to endorse waiver considerations for the following state regulations: kindergarten as a prerequisite for first grade - 118.33 (6)(cm), length of school day - 120.12(15), and hours of instruction - PI 8.01(2)(f)."

Ms. Stevens read Resolution 365 – School Board Resolution for the Waiver of Certain School Board or School District Requirements Pursuant to Wis. Stat. §§ 118.38(1) and (1m) which read as follows:

"WHEREAS, Wis. Stat. §118.38(1) and Wis. Admin. § PI 8.01(4) authorize school boards to request the Department of Public Instruction to waive any school board or school district requirement in Wis. Stat. chs. 115 to 121 or in the administrative rules promulgated by the Department under the authority of those chapters; and

WHEREAS, Wis. Stat. §118.38(1)(b) requires that before requesting a waiver, a school board shall hold a public hearing in the school district on the request for a waiver of any requirement in Wis. Stat. chs. 115 to 121; and

WHEREAS, Wis. Stat. §§ 120.12(1) and 12.44(2) authorize the Board of Education to have the possession, care, control and management of the property and affairs of the school district; and

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic; and WHEREAS, since Mid-March, 2020, pursuant to Wis. Stat. § 323.10, Wisconsin Governor Tony Evers has issued multiple executive orders declaring a

public health emergency in all counties of the state as a result of the coronavirus pandemic (COVID19) while also attempting multiple initiatives to address, reduce, and prevent further spread of the coronavirus pandemic.

NOW, THEREFORE BE IT RESOLVED, that:

1. On September 3, 2020, the Kenosha School Board of Education held a public hearing, in satisfaction of Wis. Stat. §118.38(1)(b), concerning requests for waivers of the requirements identified herein; and

2. In compliance with Wis. Stat. §§ 118.38(1) and (1m), and for the reasons set forth herein, the Board of Education hereby directs the District Administrator or her designee to apply, on behalf of the Board, to the Office of the Superintendent for Public Instruction (OSPI) for the waiver of the following:

a. Waiver of the requirement of Wis. Stat. § 118.33(6)(cm) and the administrative rules promulgated by the department regarding Kindergarten as a prerequisite for first grade for the 2020-21 school year only due to the COVID-19 public health emergency.

b. Waiver of the requirement of Wis. Stat. § 120.12(15) and the administrative rules promulgated by the department regarding 135 Length of the School Day for the 2020-21 school year only due to the COVID-19 public health emergency.

c. Waiver of the requirement of Wis. Stat. § 121.02(1)(f) and Wis. Stat. § 121.006(2)(a) and the administrative rules promulgated by the department regarding the hours of instruction for the 2020-21 school year only due to the COVID-19 public health emergency.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board of Education's approval of this action and of the authority granted herein at a duly-noticed meeting of the Board held on September 3, 2020."

Mr. Battle moved to approve Resolution 365 – School Board Resolution for the Waiver of Certain School Board or School District Requirements Pursuant to Wis. Stat. §§ 118.38(1) and (1m). Mr. Garcia seconded the motion. Unanimously approved.

Ms. Adams presented the Donations to the District.

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

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

Meeting adjourned at 11:30 P.M.

Stacy Schroeder Busby
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
September 22, 2020

CASH RECEIPTS	reference	total
August 2020 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 5,376,986.14
District Municipalities	<i>tax settlement - August payment</i>	18,786,808.21
WI Department of Justice - Office of School Safety	<i>School Safety Grant</i>	113,304.83
Johnson Bank	<i>account interest</i>	214.56
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	887.26
Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	114,516.93
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	31,965.37
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	19,520.13
Total Incoming Wire Transfers		24,444,203.43
August 2020 Deposits to Johnson Bank - All Funds:		
General operating and food services receipts	<i>(excluding credit cards)</i>	173,061.68
TOTAL AUGUST CASH RECEIPTS		\$ 24,617,265.11

CASH DISBURSEMENTS	reference	total
August 2020 Wire Transfers-Out, from Johnson Bank to:		
<i>Payroll & Benefit wires</i>		
Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 7,226,612.02
WI Department of Revenue	<i>state payroll taxes</i>	133,736.13
WI Department of Revenue	<i>state wage attachments</i>	503.24
IRS	<i>federal payroll taxes</i>	683,258.71
Delta Dental	<i>dental insurance premiums</i>	226,844.26
Diversified Benefits Services	<i>flexible spending account claims</i>	4,555.85
Employee Trust Funds	<i>wisconsin retirement system</i>	344,174.24
NVA	<i>vision insurance premiums</i>	20,957.25
Optum	<i>HSA</i>	345,331.60
Various	<i>TSA payments</i>	91,135.73
<i>Subtotal</i>		<i>9,077,109.03</i>
<i>General Operating Wires</i>		
US Bank	<i>purchasing card payment-individuals</i>	161,160.34 *
Aegis	<i>workers' compensation payment</i>	200,000.00
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	16,666.67
Johnson Bank	<i>banking fees</i>	895.56
<i>Subtotal</i>		<i>378,722.57</i>
Total Outgoing Wire Transfers		\$ 9,455,831.60

August 2020 Check Registers - All Funds:

Net payrolls by paper check	<i>Register# 01016DP, 01017P</i>	\$ 1,242.82
General operating and food services	<i>Check# 595404 thru Check# 595906 (net of void batches)</i>	5,892,224.76
Total Check Registers		\$ 5,893,467.58

TOTAL AUGUST CASH DISBURSEMENTS **\$ 15,349,299.18**

*See attached supplemental report for purchasing card transaction information

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

Billing Cycle Ending August 17, 2020

Merchant Name	Total
IN *GROHS ELECTRIC LLC	\$ 12,025.01
EASYGENERATOR	\$ 7,425.00
HALLMAN LINDSAY PAINTS -	\$ 6,600.33
KITCHEN CUBES LLC	\$ 5,443.04
INDUSTRIAL SAFETY GEAR .C	\$ 5,160.00
JMB & ASSOCIATES	\$ 4,739.94
PROVANTAGE	\$ 4,468.43
MENARDS KENOSHA WI	\$ 4,316.07
3654 INTERSTATE	\$ 4,238.98
CONNEY SAFETY	\$ 4,120.74
SAN-A-CARE	\$ 3,217.64
PRAIRIE SIDE TRUE VALUE	\$ 2,894.68
ULINE *SHIP SUPPLIES	\$ 2,747.37
KIMBALL MIDWEST PAYEEZY	\$ 2,594.00
PROJECT LEAD THE WAY, INC	\$ 2,530.00
GRANITE VALLEY FOREST PRO	\$ 2,299.19
IN *TRIED & TRUE TREE CAR	\$ 2,200.00
TABLEAU SOFTWARE, LLC	\$ 2,100.00
GIH*GLOBALINDUSTRIALEQ	\$ 2,041.99
TRANE SUPPLY-116407	\$ 2,035.80
GOPHER SPORT	\$ 2,003.56
WASDA	\$ 1,950.00
NASSP PRODUCT & SERVICE	\$ 1,910.72
VEHICLE MAINT. & FUEL	\$ 1,774.82
HAJOCA KENOSHA PC354	\$ 1,744.92
JOHNSTONE SUPPLY	\$ 1,715.40
SQ *PAUL A. ZUZINEC	\$ 1,662.50
TRUGREEN *LOCKBOX	\$ 1,638.00
L AND S ELECTRIC INC	\$ 1,596.00
HIGHWAY C SERVICE INC	\$ 1,526.93
PAYPAL *IDSTECHNOLO EBAY	\$ 1,495.99
CUSTOMINK LLC	\$ 1,482.90
HOTEL	\$ 1,430.55
FIRST SUPPLY LLC #2033	\$ 1,376.34
SPOTIFY AD STUDIO	\$ 1,355.85
FILTRATION CONCEPTS INC	\$ 1,328.11
INPRO CORPORATION	\$ 1,323.77
OFFICE FURNITURE WRH	\$ 1,265.00
MARRIOTT DRYWALL MATERIAL	\$ 1,238.69
WRIGHT PRINTING	\$ 1,192.50
HALOGEN SUPPLY COMPANY IN	\$ 1,163.00
ALL STAR SPORTSWEAR	\$ 1,115.00
MARK'S PLUMBING PARTS	\$ 1,095.98
WILEY BOOK PUBLISHERS	\$ 1,015.48
USMARKERBOARD	\$ 983.63
WASBO FOUNDATION	\$ 980.00
LYNCH CHEVROLET OF KENOSH	\$ 925.40

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

Billing Cycle Ending August 17, 2020

Merchant Name	Total
WRIST-BAND.COM	\$ 908.23
FACEBK GJT3LTA882	\$ 900.00
COLUMBIA PIPE & SUPPLY	\$ 892.98
I KNOW IT	\$ 850.00
MANHATTAN COLLEGE PAYPATH	\$ 850.00
MIRAVIA, LLC	\$ 833.58
REVERE ELECTRIC SUPPLY CO	\$ 801.25
SQ *MASTERS BUILDING SOLU	\$ 785.99
RESTAURANTS & CATERING	\$ 759.19
FACEBK HAVEJSN782	\$ 750.00
FACEBK LSX32S6882	\$ 750.00
DROPBOX*8GF59Q9DLJPY	\$ 700.00
REINDERS BRISTOL	\$ 685.79
CALIFORNIA DOWEL AND TURN	\$ 666.55
WISCONSIN CENTER FOR EDU	\$ 654.00
FIRST STUDENT20714	\$ 635.50
AUTOMATIC BUILDING CONTRO	\$ 632.25
WOLF RINKE ASSOCIATES INC	\$ 624.85
DASH MEDICAL GLOVES	\$ 619.00
WALMART.COM	\$ 603.39
BRIGHT MORNING	\$ 595.00
MCMASTER-CARR	\$ 580.67
USPS PO 5642800260	\$ 567.10
FASTENAL COMPANY 01WIKEN	\$ 551.14
SOUTHERN CALIFORNIA AP S	\$ 550.00
CENTRAL SAW & MOWER	\$ 538.92
TARGET PLUS	\$ 512.71
GOLF TEAM PRODUCTS	\$ 453.00
OTC BRANDS INC	\$ 451.97
KEEPER GOALS	\$ 450.00
LOWES #02560*	\$ 425.29
IN *THE LITTLE SIGN COMPA	\$ 420.00
TECHNITROL,INC.	\$ 417.60
WOODWORKERS HARDWARE I	\$ 415.95
KELLYMAHLER	\$ 407.74
LG ZIPLINES	\$ 400.99
STEINHAFELS-KENOSHA	\$ 399.99
LEARNING WITHOUT TEARS	\$ 399.12
AIRGAS USA, LLC	\$ 374.36
LANDS END	\$ 367.20
PAYPAL *DIRECTRUBBE	\$ 367.00
LINCOLN CONTRACTORS SUPPL	\$ 359.93
ZOOM.US	\$ 357.17
BEST BUY 00011916	\$ 356.91
VIKING ELECTRIC-MILWAUKEE	\$ 353.69
TEACHERSPAYTEACHERS.COM	\$ 310.18
SMARTSIGN	\$ 310.00

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending August 17, 2020

Merchant Name	Total
SAMSClub.COM	\$ 306.85
THE HITTING VAULT	\$ 299.00
BATTERIES PLUS #0561	\$ 289.90
SAMS CLUB #6331	\$ 286.18
GRAINGER	\$ 284.69
SHIFFLER EQUIPMENT	\$ 283.69
SAMSClub #6331	\$ 280.43
HARBOR FREIGHT TOOLS 358	\$ 279.96
ASSOC FOR MIDDLE LEVEL E	\$ 264.98
V BELT GLOBAL SUPPLY	\$ 264.37
FOUNDATION BLDG 045	\$ 262.48
FERGUSON ENT #1020	\$ 259.09
FACEBK ZH96RSS882	\$ 257.87
DICKOW CYZAK TILE CARP	\$ 254.04
ADOBE *800-833-6687	\$ 253.07
AMZN MKTP US*MM5U13081	\$ 252.08
FLUKE CORPORATION	\$ 244.00
WALMART.COM AU	\$ 242.41
SQ *SKYPRINT	\$ 238.70
SMORE.COM - EDUCATOR	\$ 237.00
FARM & FLEET STURTEVANT	\$ 234.96
MY BATTERY SUPPLIER	\$ 231.71
IN *SQUARE SCRUB LLC	\$ 226.25
AT&T*BILL PAYMENT	\$ 225.68
AMAZON.COM*MV4JA8F32	\$ 213.38
BLAIN'S FARM & FLEET	\$ 209.98
WALMART.COM AY	\$ 209.74
LEADING EQUITY LLC	\$ 199.99
SOLUTION TREE INC	\$ 199.75
HEAT & POWER PRODUCTS INC	\$ 192.07
CLASSCRAFT STUDIOS INC	\$ 192.00
CITY SUPPLY	\$ 184.78
SCIENCEKITSTORE.COM	\$ 183.43
PAYPAL *SQUARETRADE EBAY	\$ 179.99
DBC*BLICK ART MATERIAL	\$ 179.80
IN *AMERICAN LASER MARK I	\$ 165.00
PROGRESSIVE BUSINESS PUB	\$ 164.00
WWW COSTCO COM	\$ 163.85
CLEANFREAK.COM	\$ 155.68
AMZN MKTP US*MF59I9601	\$ 153.77
SHERWIN WILLIAMS 703180	\$ 150.65
SMORE.COM	\$ 149.00
TEACHERCODE	\$ 147.00
DOVER FLAG	\$ 145.95
WM SUPERCENTER #1167	\$ 139.83
SPECTRUM	\$ 135.66
PHI DELTA KAPPA INTERNATI	\$ 124.95

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending August 17, 2020

Merchant Name	Total
AMAZON.COM*MV1A46031 AMZN	\$ 123.53
TOWN & COUNTRY GLASS INC	\$ 122.00
WIRIS (MATHTYPE)	\$ 119.85
FIELDPRINT INC	\$ 117.00
WALMART.COM AX	\$ 114.36
MONSTER JANITORIAL LLC	\$ 114.08
WAL-MART #1167	\$ 113.48
ZOOM.US 888-799-9666	\$ 110.71
WAL-MART #2668	\$ 104.76
AMZN MKTP US*MV2WV2750	\$ 101.24
COSTCO WHSE #1198	\$ 101.10
ALLIED ELECTRONICS INC	\$ 96.72
HP *HP.COM STORE	\$ 92.83
PBBS EQUIPMENT CORP	\$ 92.62
HOLLAND SUPPLY INC	\$ 88.10
AMAZON.COM*MV7X37J20 AMZN	\$ 86.78
NATIONAL COUNCIL OF SUPER	\$ 85.00
AMZN MKTP US*MF54R0AZ2	\$ 81.02
WAL-MART #5438	\$ 76.88
NEOPOST	\$ 73.88
MENARDS OAKDALE MN	\$ 71.85
REALLY GOOD STUFF	\$ 67.94
WALMART.COM AA	\$ 66.24
ADOBE STOCK	\$ 63.28
MUSIC&ARTS.COM	\$ 63.25
MAILCHIMP	\$ 59.99
DOLLAR TREE, INC.	\$ 59.99
NATL CCL TEACHERS OF MATH	\$ 59.00
AMZN MKTP US*MF70U3IA1	\$ 58.54
STAINED GLASS EXPRESS	\$ 57.76
HARDWARE DISTRIBUTORS I	\$ 53.87
AMAZON.COM*MV2GC7TO2	\$ 51.60
ADMINISTRATIVE PROFESS	\$ 50.64
MACGILL SCHOOL NURSE SUPP	\$ 46.70
AMERICAN RED CROSS	\$ 45.00
SQ *EPRO GASKET & BOILER	\$ 40.72
AMZN MKTP US*MF7Y003S2	\$ 39.99
EDUCATION WEEK	\$ 39.00
SMK*WUFOO.COM CHARGE	\$ 39.00
THE WEBSTAURANT STORE	\$ 35.83
SAGE PUBLICATIONS	\$ 34.71
MEIJER # 284	\$ 34.61
AMZN MKTP US*MV9WO2MC1	\$ 30.97
ROCKLER	\$ 30.95
SIMPLEINOUT.COM	\$ 29.99
STICKER MULE	\$ 29.00
WALGREENS #9363	\$ 28.56

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending August 17, 2020

Merchant Name	Total
TN SERV FEE MANHATTAN COL	\$ 24.23
APSTYLEBOOK.COM	\$ 22.00
CALENDLY	\$ 20.00
APPLE.COM/BILL	\$ 15.59
OSI*ONLINESTORES.COM	\$ 13.03
AMAZON.COM*MV8PV2EP1 AMZN	\$ 10.42
MARSHALLS #155	\$ 10.00
B&H PHOTO 800-606-6969	\$ 5.99
DOLLAR TREE ECOMM	\$ (3.42)
AMAZON.COM	\$ (23.06)
SP * PACKAGINGSUPPLIES	\$ (145.35)
TARGET.COM *	\$ (379.08)
US Bank Purchasing Card Payment - Individuals	\$ 161,160.34

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

September 22, 2020

Administrative Recommendation

It is recommended that the August 2020 cash receipt deposits totaling \$173,061.68, and cash receipt wire transfers-in totaling \$24,444,203.43, be approved.

Check numbers 595404 through 595906 (net of voided batches) totaling \$5,892,224.76, and general operating wire transfers-out totaling \$378,722.57, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the August 2020 net payroll and benefit EFT batches totaling \$9,077,109.03, and net payroll check batches totaling \$1,242.82, be approved.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa M. Salo, CPA
Accounting Manager

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

September 22, 2020

**ADMINISTRATION REGULATION 4229 – EMPLOYEE FACE COVERINGS AND
SCRUBS**

At the September 3, 2020 Board meeting, it was recommended that the District provide employees written guidelines in regards to face coverings, disciplinary measures and the wearing of scrubs.

ADMINISTRATIVE RECOMMENDATION

Administration recommends the newly created Administrative Regulation 4229 – Employee Face Coverings and Scrubs be approved at the September 22, 2020 Regular Board meeting.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

ADMINISTRATIVE REGULATION

ADMINISTRATIVE REGULATION 4229 EMPLOYEE FACE COVERINGS AND SCRUBS

The following Administrative Rule is effective September 22, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Thus, even if State of Wisconsin Office of Governor Emergency Order #1 (Order #1) <https://evers.wi.gov/Documents/COVID19/EmO01-FaceCoverings.pdf> expires, this Administrative Rule will continue in full force and effect until the District decides to rescind or modify it.

This Administrative Rule is in addition to, not in place of, Board Policy and Rule 4229 – Employee Dress and Grooming: <https://www.kusd.edu/sites/default/files/document-library/english/4229.pdf>

The District requires that all KUSD employees wear face coverings, as that term is defined in Order #1¹, while the employee is present in a facility(ies) owned or operated by the District, while the employee is in attendance at a District-sponsored event or activity, and/or while the employee is performing work for the District. Employees may remove his/her face covering when the circumstance(s) meets one of the exceptions set forth in Section 3.a. of Order #1.²

KUSD employee face coverings worn while the employee is present in a facility(ies) owned or operated by the District, while the employee is in attendance at a District-sponsored event or activity, and/or while the employee is performing work for the District must not include slogans, inappropriate or offensive language, or political messaging as outlined in Policy and Rule 4229 – Employee Dress and Grooming.

The District will consider employee requests for an exemption from requirement to wear face coverings for medical or religious reasons. Such exemption requests should be directed to the employee's immediate supervisor or the Office of Human Resources. To the extent permitted by

1 “[A] piece of cloth or other material that is worn to cover the nose and mouth completely. A ‘face covering’ includes but is not limited to a bandana, a cloth face mask, a disposable or paper mask, a neck gaiter, or a religious face covering. A ‘face covering’ does not include face shields, mesh masks, masks with holes or openings, or masks with vents.”

2 “Individuals who are otherwise required to wear a face covering may remove the face covering in the following situations:

- i. While eating or drinking.
- ii. When communicating with an individual who is deaf or hard of hearing and communication cannot be achieved through other means.
- iii. While obtaining a service that requires the temporary removal of the face covering, such as dental services.
- iv. While sleeping.
- v. While swimming or on duty as a lifeguard.
- vi. While a single individual is giving a religious, political, media, educational, artistic, cultural, musical, or theatrical presentation for an audience, the single speaker may remove the face covering when actively speaking. While the face covering is removed, the speaker must remain at least 6 feet away from all other individuals at all times.
- vii. When engaging in work where wearing a face covering would create a risk to the individual, as determined by government safety guidelines.
- viii. When necessary to confirm the individual's identity, including when entering a bank, credit union, or other financial institution.
- ix. When federal or state law or regulations prohibit wearing a face covering.”

law, if an employee requests an exemption, the District shall require that an employee submit written documentation (completed and signed by the individual's health care provider or religious entity/representative) to the District to support the exemption request. Please note that all such exemption requests will be considered and evaluated on a case by case basis; that the District may not be able to grant all such requests.

Employees may also wear "scrubs³" while the employee is present in a facility(ies) owned or operated by the District, while the employee is in attendance at a District-sponsored event or activity, and/or while the employee is performing work for the District.

If a KUSD employee violates this Administrative Rule, the District shall impose progressive disciplinary action up to and including suspension or termination, as applicable and in accordance with Board Policy 4362, Section 7, of the Employee Handbook, and any applicable contract provision.

KUSD employee should direct questions about this Administrative Rule with regard to a specific face covering or scrubs to the employee's immediate supervisor or the Office of Human Resources.

3 Scrubs are the sanitary clothing typically worn by surgeons, nurses, physicians and other workers involved in patient care in hospitals.

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KENOSHA UNIFIED SCHOOL DISTRICT

September 22, 2020

Substitute Teacher Support Plan

Substitute Teacher Qualifications

To be a substitute teacher at the district an individual must meet the following criteria:

- Must have a current Wisconsin teacher certification or substitute teaching license
- Must provide transcripts confirming an Associate or Bachelor's degree from a college or university

At the time of hire a substitute teacher is asked to commit to one of two classifications; Limited or Unlimited.

Limited substitute teachers are substitutes who, for a variety of reasons, restrict the locations (school buildings) and days of which they are available to work. They will pick up short term (one or two day assignments) as their schedule allows. The hourly pay rate for a limited sub is \$18.23/hr.

Unlimited substitute teachers have no limitations or restrictions. These substitutes commit to and are expected to work a minimum of 8 days in a two-week period to maintain the higher hourly pay rate of \$21.27/hr. The increase in pay from limited to unlimited is to ensure more classrooms have coverage in order to provide as little disruption to the classroom and provide students continuity for learning and substitute.

The District, over time, has noted that tracking and monitoring unlimited substitute teachers who are not working the required 8 days in a two-week period is time consuming and inefficient. Substitute teachers can work several assignments at the higher, unlimited pay rate before Human Resources reports reveal that the substitute teacher is not working the required hours and still being paid at the higher rate. Conversely, limited substitute teachers often will work 8 days in a two-week period and are only being paid at the limited rate as that was the classification they selected when hired.

The variable rates also pose a challenge for HR in producing automated payroll reports for Finance. Substitute payroll needs to be manually manipulated to ensure accurate pay rates. This is a time consuming and inefficient process for Human Resources and Finance.

Historical Pay Data – Limited Substitute Teacher

Historically, substitutes have not received stipends. However, substitutes hourly pay rates have increased through base wage increases.

Year	Hourly pay rate (Limited Subs)	Percent Increase
2012-2013	\$17.53	
2013-2014	\$17.89	2.07% increase
2014	\$18.23	1.9% increase
2015-2020	\$18.23	0%

**Other WI school district short term subs earn between \$18-22 depending upon the district.*

Historical Pay Data – Unlimited Substitute Teacher

Year	Hourly pay rate (Unlimited Subs)	Percent Increase
2012-2013	20.45	
2013-2014	20.87	2.07% increase
2014-2020	21.27	1.9% increase
2015-2020	21.27	0%

Long-Term Substitute

A long term substitute teacher is a substitute that has accepted an assignment for a teacher that will be absent 10 consecutive days or longer. The long term substitute typically is classified as an unlimited sub, however, when that individual accepts a long term assignment the rate of pay changes to \$27.57/hr. to compensate the substitute teacher for the long term commitment, lesson planning and additional responsibilities that come with a long term assignment.

Historical Pay Data – Long term Substitute Teacher

The long term substitute teacher rate has not been increased since 2014.

Year	Hourly pay rate (Long term Subs)	Percent Increase
2012-2013	26.50	
2013-2014	27.05	2.07% increase
2014-15	\$27.57	1.9% increase
2015-2020	\$27.57	0%

** Long term sub pay is equitable to other districts.*

Overall, variable pay rates pose a challenge in producing automated payroll reports for Finance. Substitute payroll needs to be manually manipulated to ensure accurate pay rates. This is a time consuming and inefficient process for Human Resources and Finance.

Elimination of variable pay rates for substitute teachers and the move to one pay rate of \$21.27/hr. for all substitute teachers (except for long term sub assignments) will alleviate the need for manual tracking of substitute hours and additional manual manipulation of payroll reports. It will lead to increased productivity and efficiencies within the Human Resources Department as well as increased accuracy in payroll reporting. Also, an increased hourly rate for the limited/short term sub will allow the district to retain desperately needed substitute teachers as well as attract more teachers that we anticipate needing the current state of the global pandemic.

Substitute Data

As of August 12, the district has:

- 250 available substitute teachers.
- 173 are classified as unlimited substitute teachers (55% of substitute teachers)
- 77 are limited so currently (45% of substitute teachers)

Financial Impact

Financial Impact for in house rate change from \$18.23/hr. to \$21.27/hr.

<u>OCT 10, 2018 PAYROLL</u>	Hours	Cost	New rate \$21.27	Difference (savings)
55 \$21.27/hr. UNLIMITED	2201	\$46,815.27	\$46,815.27	\$0
46 \$18.23/hr. LIMITED	1138.5	\$20,754.86	\$24,215.90	\$3,461.04
31 \$27.57/hr. LONG TERM	1877.75	\$51,769.57	\$51,769.57	\$0
TOTALS		\$119,339.70	\$122,800.74	\$3,461.04
<u>OCT 24, 2018 PAYROLL</u>				
56 \$21.27/hr. UNLIMITED	2279	\$48,474.33	\$48,474.33	\$0
64 \$18.23/hr. LIMITED	1480	\$26,980.40	\$31,479.60	\$4,499.20
30 \$27.57/hr. LONG TERM	1862	\$51,335.34	\$51,335.34	\$0
TOTALS		\$126,790.07	\$131,289.27	\$4,499.20
<u>MARCH 13, 2019 PAYROLL</u>				
70 \$21.27/hr. UNLIMITED	2847.5	\$60,566.33	\$60,566.33	\$0
53 \$18.23/hr. LIMITED	1148	\$20,928.04	\$24,417.96	\$3,489.92
37 \$27.57/hr. LONG TERM	2588	\$71,351.16	\$71,351.16	\$0
TOTALS		\$39,638.29	\$36,148.37	\$3,489.92
<u>MARCH 27, 2019 PAYROLL</u>				
83 \$21.27/hr. UNLIMITED	3427.5	\$72,902.93	\$72,902.93	\$0
62 \$18.23/hr. LIMITED	1377.5	\$25,111.83	\$29,299.43	\$4,187.60
44 \$27.57/hr. LONG TERM	2587.5	\$71,337.38	\$71,337.38	\$0
TOTALS		\$169,352.14	\$173,539.74	\$4,187.60

The financial impact to the district based on historical substitute payroll records shows a minimal increase in cost to the district around \$3,900 per month on average.

In House Teacher Subs

A teacher in house substitute is a current Full time equivalent staff member of KUSD. Current Certified teachers receive \$18.23/hr. to cover for another teacher during their own prep time typically within the same building. This amount is the same amount paid to substitute teachers (non-certified) who hold a 3-year substitute provisional license. The District has difficulty enticing teachers to substitute for other teachers during their prep time due to this low wage.

In review of the 2018-19 school calendar year, the District paid approximately 4,921 in house sub hours at an hourly rate of \$18.23/hr. for a total of \$89,709 with an enhanced cost including eligible benefits of \$104,000.

If the teacher sub pay rate was increased to \$25/hr. the estimated pay for the same number of hours would increase to \$123,025 with an enhanced cost including benefits of \$142,000. This increase will likely increase the number of certified teachers willing to sub for another colleague. This has student achievement benefits such as:

- Consistency in teaching methodology
- Consistency in content being taught
- Continuity of learning vs. sub plans that may or may not align with current classroom work
- Minimal disruption to student learning
- Increases communication between teachers
- Knowledge of student, families and relationship³⁵

Substitute Shared Costs

From a budget impact perspective, not all of the \$38,000 difference would be allocated to the District sub budget. Costs may be shared between the district site budget and grant monies.

- 70% of \$38,000 would be \$26,600 towards the district sub budget for regular sick time
- 30% of \$38,000 would be \$11,400 towards site budgets and grants for professional development

Recommendations:

Administration recommends the following:

1. Elimination of the variable rate substitute teacher pay rate of \$18.23/hr. for limited substitutes and \$21.27/hr. for unlimited substitutes and recommend a single rate of \$21.27/hr. for all substitute teachers.
2. An increase in pay rate for in-house certified instructional teacher substitute pay from \$18.23/hr. to \$25/hr.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Jennifer Hart
Human Resources Coordinator, Recruitment and Retention

Tarik Hamdan
Chief of Finance

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

September 22, 2020

School Year 2021-22 Instructional Calendars

The proposed 2021-22 instructional calendars were developed based on the current organizational model, state requirements and previous survey data for the greater KUSD population of parents and staff. The following are some of the prominent data points for the optional calendar items as noted from the Spring 2019 survey:

- Regarding the support for the current instructional day format, the majority of responders preferred no change. 58.7% for the elementary format, 56.2% for the middle school format, and 52.4% for the high school format.
- The current Friday early release options also had the inclination to continue the current formats. 50.2% for the elementary, 45.8% for middle school, and 50.9% for high school. These figures are all at least 18 percentage points higher than the next preferred option.
- 60.0% of the responders wish to keep the four professional learning days for the secondary calendar. The 2021-22 elementary calendar will now also account for these four professional learning days.
- The majority of responses prefer to keep the current parent teacher conference time allocations. 65.9% for elementary schools, 60.6% for middle schools, and 51.7% for high schools.
- 47.3% prefer to hold the Spring Break for the full week after Good Friday. None of the other options reached the 20.0% mark.
- KUSD currently has two half days (the Wednesday prior to Thanksgiving and the Friday before Memorial Day). The responders preferred to keep those formats, with 88.3% and 77.0% respectively.
- 63.9% wish to continue to keep the MLK Jr. day as a full day off.
- If calendar adjustments are necessary, nearly three quarters (73.4%) prefer to alter the early release schedule rather than add days at the end of the school year.

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

On April 27, 2020, the KUSD School Board approved a local waiver resolution and endorsement for the state waiver application related to the current COVID pandemic. DPI has provided updated communication that a school district would need to apply for this waiver for each year. KUSD has already applied for this waiver for the 2020-21 school year. Depending on COVID conditions as they develop, administration may request this waiver for the 2021-22 school year if deemed necessary.

Attached are the proposed KUSD calendars for the following areas:

- 2021-22 Instructional Calendar Description
- 2021-22 Elementary Instructional Calendar
- 2021-22 Extended Year Elementary (Frank & Wilson) Instructional Calendar
- 2021-22 Middle School Instructional Calendar
- 2021-22 High School Instructional Calendar

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

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

At this time, the Department of Instruction and ACT have not finalized their contract regarding the 2022 Spring Grade 11 ACT assessment date. Similar to recent years, the High School Instructional Calendar will reflect that date once the state contract is completed and communicated.

Recommendations

Administration recommends that the School Board review and accept the proposed 2021-22 Instructional Calendars at its September 22, 2020, meeting.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mr. Kristopher Keckler
Chief Information Officer

2021-2022 SCHOOL YEAR INSTRUCTIONAL CALENDAR

August 23-25 (Monday-Wednesday)	New Instructional Staff Orientation
August 26 (Thursday).....	All Instructional Staff Report
September 1 (Wednesday).....	Students Report
September 6 (Monday).....	Labor Day, District Closed
October 29 (Friday).....	First Quarter Ends, Staff Workday, No Students Report
November 24 (Wednesday).....	½ Day for Students & Instructional Staff
November 25-26 (Thursday-Friday)	Thanksgiving Recess
December 22 (Wednesday).....	Winter Recess Begins, District Closed
January 3 (Monday - Schools Reopen)	Students Report
January 17 (Monday).....	Dr. Martin Luther King, Jr. Day, District Closed
January 21 (Friday).....	Second Quarter Ends, Staff Workday, No Students Report
March 25 (Friday).....	Third Quarter Ends, Staff Workday, No Students Report
April 15 (Friday).....	Spring Recess Begins, District Closed
April 25 (Monday - Schools Reopen)	Students Report
May 27 (Friday).....	½ Day for Students & Instructional Staff
May 30 (Monday).....	Memorial Day, District Closed
June 8 (Tuesday).....	Fourth Quarter Ends, End of Year for Students
June 9 (Wednesday).....	Staff Workday

Please reference the KUSD Employee Handbook for identified paid holidays.

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

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

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

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

Revised 09/22/20

KUSD Elementary School Year Instructional School Calendar 2021-22

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

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

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

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

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

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

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

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

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

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

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

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

First Day for Students September 1	Student Quarter 1: Sept. 1 to Oct. 28	Elementary School Student Conferences
New Instructional Staff Orientation August 23-25	Student Quarter 2: Nov. 1 to Jan. 20	October 20 & February 23 Normal full student day, only evening conferences
Instructional Staff Return Session August 26-31	Student Quarter 3: Jan. 24 to Mar. 24	October 21 & February 24 Early release for students, then conferences
Staff Workday: No Students Report 10/29, 1/21, 3/25, 6/9	Student Quarter 4: Mar. 28 to Jun. 8	October 22 & February 25 Morning Conferences (no students)
Early Release (11/24 & 5/27) for students & instructional staff	40	4K Students Start on September 7, 2021
Student Early Release Staff Collaboration Time/Prep Time		School Closed
EL - No Students Report - Professional Learning (10/8, 11/12, 2/11, 4/1)		

KUSD Extended Year (Frank & Wilson) Elementary Year Instructional Calendar 2021-22

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

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

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

October-21						
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First Day for Students August 4	Student Quarter 1: Aug. 4 to Sept 30	Elementary School Student Conferences
Enrichment Weeks	Student Quarter 2: Oct. 18 to Dec. 21	9/2, 11/23, and 2/24
Instructional Staff Return Session July 29 - August 3	Student Quarter 3: Jan. 3 to Mar. 9	Normal full student day, only evening conferences
Staff Workday: 10/1, 12/17 (Half), 1/7 (Half), 3/4, 6/9	Student Quarter 4: Mar. 28 to Jun. 8	9/3, 11/24, & 2/24 Morning Conferences (no students)
Early Release (5/27) for students & instructional staff	41	4K Students Start TBD
Student Early Release Staff Collaboration Time/Prep Time		School Closed
EL - No Students Report - Professional Learning (11/12, 2/11, 4/1)		

KUSD Middle School Year Instructional Calendar 2021-22

July-21						
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June-22						
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First Day for Students September 1	Student Quarter 1: Sept. 1 to Oct. 28	Middle School Student Conferences
New Instructional Staff Orientation August 23-25	Student Quarter 2: Nov. 1 to Jan. 20	October 5, 7 evenings only, February 22, 24 evenings only,
Instructional Staff Return Session August 26-31	Student Quarter 3: Jan. 24 to Mar. 24	MS - No Students Report - Professional Learning (am) Prep Time (pm) (10/8, 11/12, 2/11, 4/1)
Staff Workday: No Students Report 10/29, 1/21, 3/25, 6/9	Student Quarter 4: Mar. 28 to Jun. 8	School Closed
Early Release (11/24 & 5/27) for students & instructional staff		
Early Release for students only June 7		

Updated

09/22/20

KUSD High School Year Instructional School Calendar 2021-22

July-21						
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November-21						
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February-22						
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April-22						
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May-22						
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June-22						
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First Day for Students September 1	Student Quarter 1: Sept. 1 to Oct. 28	High School Student Conferences
New Instructional Staff Orientation August 23-25	Student Quarter 2: Nov. 1 to Jan. 20	November 3, 4 evenings only, March 15, 17 evenings only
Instructional Staff Return Session August 26-31	Student Quarter 3: Jan. 24 to Mar. 24	HS - No Students Report - Professional Learning (am) Prep Time (pm) (10/8, 11/12, 2/11, 4/1)
Staff Workday: No Students Report 10/29, 1/21, 3/25, 6/9	Student Quarter 4: Mar. 28 to Jun. 8	ACT Assessment. TBD, Juniors only with early release. No school for grades 9, 10, 12.
Early Release (11/24 & 5/27) for students & instructional staff		School Closed
HS Final Exams- Early Release		
Last day for graduating seniors June 1		

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KENOSHA UNIFIED SCHOOL DISTRICT

September 22, 2020

Update on Student & Staff Technology Acceptable Use Policies

As Kenosha Unified has expanded its technology inventory over the last several years, the instructional model has also expanded to allow for a variety of teaching methods and support. Looking at the mobile device stock district-wide, KUSD was very close to operating a 1:1 program. Allowing students to interact and gain comfort and value using technology for educational benefit has been a major tenet of the KUSD landscape. With the growth of the COVID pandemic from this past Spring and the realization that students would need to be able to access their curriculum and tools regardless of physical location, the KUSD School Board approved a dedicated 1:1 program in May, 2020. Starting with the 2020-21 school year, each student enrolled in KUSD will be assigned a dedicated mobile laptop, as well as supporting Internet access for those students who do not have dedicated Internet at home. To help support this program, the related policies listed below have proposed revisions to communicate the expectations and objectives for KUSD staff and students.

- Policy and Rule 4226 Staff Technology Acceptable Use Policy
- Policy and Rule 6633 Student Technology Acceptable Use Policy

Moving ahead, the primary objective is to develop the necessary technological and instructional support structure that will continue to build capacity and positive impact on student learning.

Administrative Recommendation:

Administration recommends that the Board of Education review and approve the listed revisions as a first reading at the September 22, 2020, regular School Board meeting and a second reading at the October 27, 2020, regular School Board meeting:

- Policy and Rule 4226 Staff Technology Acceptable Use Policy
- Policy and Rule 6633 Student Technology Acceptable Use Policy

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Kristopher Keckler
Chief Information Officer

Annie Fredriksson
Coordinator of Instructional Technology

Angela Becker
Network Manager

Travis Ciesielski
Technology Support Program Manager

POLICY 4226

STAFF TECHNOLOGY ACCEPTABLE USE POLICY

Technology may be used for instruction, research, communication and other educational or professional purposes. Employee use of technology shall be consistent with the educational goals and objectives of the District and shall comply with applicable Board policies and rules.

The District will maintain a District website and use social media for the purpose of collaborating, communicating and disseminating District information. Content posted on the District's website and social media pages is the property of the District.

The District's electronic communication system, which includes telephones, copy/scan/fax machines, desktop computers, laptop computers, mobile devices, email and the network, is the property of the District. All messages, information and data sent, received or stored on the District's electronic communication system is the property of the District. The District reserves the right to monitor employee and student use of technology and inspect any messages, information or data sent, received or stored on the District's electronic communication system.

Failure to comply with this policy and its implementing rule may result in discipline, up to and including termination.

LEGAL REF	Wis. Stat. § 118.001[Duties and powers of school boards]
	Wis. Stat. § 120.12 School board duties
	Wis. Stat. § 120.13 School board powers
	Wis. Stat. § 943.70 Computer crimes
	Wis. Stat. § 947.0125 Unlawful use of computerized communication systems
	Wis. Stat. §§ 19.31 - 19.39 Declaration of policy
	Wis. Stat. § 115.31 License or permit revocation; reports; investigation
	Wis. Stat. §§ 19.62 - 19.80 Definitions
	Children's Internet Protection Act
	Neighborhood Children's Internet Protection Act
	Children's Online Privacy Protection Act

CROSS REF	1210	Communicating with Parents/Guardians
	1240	Access to Public Records
	1510	Advertising/Promotions
	3531.1	Copyrighted Materials
	4111	Employee Harassment
	4224	Employee Code of Ethics
	4260	Personnel Records
	4362	Employee Discipline
	6100	Mission, Vision, Core Values and Strategic Goals

POLICY 4226
STAFF TECHNOLOGY ACCEPTABLE USE POLICY
PAGE 2

6470 Student Records
6633 Student Technology Acceptable Use Policy
Employee Handbook

AFFIRMED July 20, 2010

REVISED March 22, 2016
September 24, 2019
October 27, 2020

RULE 4226

GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE

For the purposes of this document, an electronic communications system is defined as the District's technology offerings, including but not limited to telephones, mobile phones, fax/scan/copy machines, Internet, Wi-Fi, the network computing devices and other technology tools available to staff.

1. Responsibility: Employees are responsible for the proper use of any District electronic communication accounts that are issued under their name or that the employee is charged with managing. Employees are responsible for ensuring proper use of technology by students under their supervision. Responsible use of the Internet includes such items as abiding by copyright laws and terms and condition policies. Understanding unethical and unlawful activities include unauthorized access to any data or communications equipment, "hacking", or unauthorized disclosure, use, or dissemination of anyone's personal information. The administration shall take steps to ensure that instruction or training activities and reasonable structural and systemic supports are in place to facilitate and enforce individual user's compliance with the District's policies, rules, and procedures that govern the acceptable, safe, and responsible use of the District's technology-related resources
2. Passwords and security: All KUSD staff are expected to protect and update their electronic access and credentials. All users that have access to District technology resources must comply with the following rules for maintaining and securing District property and resources.
 - **KUSD utilizes an email security campaign for educating staff with periodic phishing simulations and training resources. Staff that demonstrate a repeated concern from these tests will receive additional support and education.**
 - Employees are prohibited from sharing their password for any electronic communication accounts that are issued under their name. Employees may, however, share their password with a member of the IT staff if necessary. In that case, the employee shall change his or her password immediately after the IT staff member has completed all support.
 - Employees must maintain a password for accounts and change passwords periodically as directed by the District.
 - Any computer or similar device should be secured whenever it is not in use by invoking the password on the computer and/or logging off the device. Leaving a computer open or logged in while away enables others to potentially access e-mail and other sensitive files; and All District technology should be physically secured according to standards set by building administrators or their designees when not in use.
 - Employees are prohibited from accessing another user's account without permission. If an employee identifies a security problem associated with the network or his or her user account, the employee shall notify IT staff.

RULE 4226

GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE

PAGE 2

3. Privacy: All KUSD user accounts are owned by KUSD and therefore are not private. Passwords are for the purpose of preventing unauthorized access to the District's electronic communication system only; employees have no expectation of privacy when using the District's electronic communication system, even for personal use. The electronic communication system is the property of the District, and the District reserves the right to monitor and inspect any messages, information and data sent, received or stored on the District's electronic communication system. Documents or messages created, sent, received or stored on the District's electronic information system may be considered a public record and subject to disclosure under the Public Records Law. The administration may access any message for reasons including, but not limited to:
- finding lost messages;
 - assisting employees in their performance of job duties;
 - studying the effectiveness of the communication system;
 - complying with investigations into suspected criminal acts or violation of Board policies or work rules;
 - recovering from systems failures and other emergencies;
 - complying with discovery proceedings or to be used as evidence in legal actions; and/or may otherwise be required or permitted by state or federal law

Prohibited use of the District's electronic communication system: Employees' use of the District's Electronic Communication System must reflect the District's standards for professionalism. The district's computer network and Internet system do not serve as a public access service or a public forum. Employees shall not use the District's electronic communication system for:

- Accessing, sending, viewing or storing messages, images, websites or other materials which are sexually explicit, obscene, pornographic, or harmful to minors;
- Soliciting for personal commercial activities or non-District related organizations or activities, unless approved by the District pursuant to the procedures in Board Policy 1500;
- Accessing or disclosing confidential information without authorization. Any access to or disclosure of confidential student information must comply with the Family Educational Rights and Privacy Act, Section 118.125 of the Wisconsin statutes and the District's student records policy; or
- Any other purpose which would violate law or Board policy (including harassment policies).

4. Use of District technology equipment off District premises: Employees may use District-owned technology equipment off District premises with appropriate administrator approval. Technology equipment may not be removed from a District building if its removal in any way causes disruption to the learning environment or decreases access to technology for District staff. Any technology assigned to staff for both on and off premises must be reflected in the KUSD Asset Manager system. **A virtual private network (VPN) solution allows staff to work on their district assigned device outside of the KUSD network. This scenario ensures proper security and access to internal resources for job responsibilities. Staff that utilize a VPN will be filtered and protected as if they were physically operating behind the KUSD firewall.**

Employees who use District equipment off District premises will accept full and unconditional responsibility for any equipment damage or loss and will reimburse the District within a reasonable time for the applicable repair/replacement cost. Further, the responsible party agrees to hold the District harmless for damages caused to any individual or others by the use of this equipment.

5. Personal use of the District's electronic communication system: Incidental and occasional personal use of the District's electronic communication system is permitted, but such use is subject to this policy. Personal use of technology must be limited to break time and time outside the work day. Personal use must not interfere with student instruction, the performance of an employee's job duties or District business. Employees shall not use their District email address for personal commercial purposes. ~~Employees may connect personal technology devices to the District's network, as long as this does not interfere with the operation, integrity or security of the District's network.~~ The District is not responsible for the safety or security of personal technology devices or the software on them that employees choose to bring into the District. The District does not provide technology support for personal devices.
6. Personal/off-duty use of social media and personal Web pages: Even if an employee is off-duty and not using the District's electronic communication system, an employee's personal use of technology or social media may be subject to this policy and regulated by the District if: the employee chooses to identify himself/herself as a District employee; the use affects the employee's job performance or the performance of other District employees or the use involves or relates to the District, District students/families or District employees. Unless authorized to do so by the superintendent or his/her designee, employees shall not: represent themselves as a spokesperson for the District or create or post content to a personal/non-authorized website that purports to be an official/authorized website of the District. Employees shall not use their District email address to register for a personal social media account and shall not post photos of students or other personally identifiable or confidential student information on personal

pages and/or sites without the written consent of the adult student or the minor student's parent/guardian.

7. Electronic communication with students: Employees shall use their District email address when communicating with students. Unless authorized to do so by the superintendent or his/her designee, employees shall not communicate with students via their personal email addresses, social media accounts, home phones, cellphones or other application not authorized by the District for communication with students. Employees also should use discretion when communicating with parents on social media (e.g., accepting "friend" or "follower" requests). **Staff have KUSD approved communication options for authorized use. Staff provided email and resources should be used as the communication portal for interacting virtually with students. Guidance, training and support for currently available technologies and future utilities will be shared and integrated when possible.**
8. Personally identifiable information relating to individual students or their families, except as permitted by the Family Educational Rights and Privacy Act, Section 118.125 of the Wisconsin statutes, and the District's student records policy. Elementary (4K-5) students only may be identified by their first name and last initial. Note: Regardless of age, photos, videos, names, artwork or other likenesses cannot be used if a student has a media restriction on file. Home telephone numbers, home addresses and email addresses of students and their family members shall not be posted or shared.

The District's website/social media pages: The superintendent or his/her designee reserve the right to approve content posted on the District's website and social media pages. All school-level Web editors must communicate with the District Web Specialist for information and assistance. The editors are responsible for ensuring accurate information is shared by maintaining the website and requesting updates be made by the Web specialist. The social media administrators are responsible for ensuring accurate and timely information is shared/posted. The Web editors and social media administrators are expected to ensure accurate spelling and grammar.

The following content shall not be posted or shared on the District's website or social media pages:

- Content that is sexually explicit, obscene, pornographic or depicts alcohol, drug or tobacco use.
- Copyrighted material without the written consent from the owner and proper attribution.
- Any photos, videos, names, artwork or other likenesses of students with a media restriction on file.
- Links to personal or commercial websites.
- Content that violates Board policy or rules.

The staff directed use of digital applications: Educators need to be aware of how data privacy, confidentiality and security practices affect students. When engaging with online educational

service providers, educators must review the privacy policies prior to having students create accounts in selected applications. The Children’s Online Privacy Protection Act (COPPA) governs online collection of personal information from children under age 13. Educators can act in the capacity of a parent to provide consent to sign students up for online education programs that are COPPA compliant at the school for the use and benefit of the school, and for no other commercial purpose.

POLICY 6633
STUDENT TECHNOLOGY ACCEPTABLE USE POLICY

The Kenosha Unified School District expects students to use technology in ways that promote a productive educational environment. For the purpose of this policy, technology shall be defined as district ~~and student-owned~~ electronic devices, digital resources, private and public networks and electronic communication systems managed within Kenosha Unified School District. Primary responsibility for appropriate use of technology resides with students. **KUSD manages a 1:1 device for each student enrolled. Based on curriculum needs, each student will be issued a mobile device (laptop) and charger for use while enrolled in KUSD. The assigned device is to be used solely for educational benefit and will be properly filtered and monitored to ensure compliance with federal guidelines on and off the KUSD network. Students may also receive a dedicated Hotspot for Internet access. The Hotspot provides a “best effort” cellular data signal based on the coverage from the carrier.**

It is the duty of the district to maintain system integrity and ensure that the network is used in a responsible manner. While the district respects the privacy and security needs of all individuals, authorized district representatives may review, audit, intercept, access and/or disclose all communications created, received or sent using district technology. All communication, including text and media files, may be disclosed to authorized third parties (e.g. law enforcement, legal counsel, etc.) without prior consent of the sender or receiver.

In accordance with requirements of the Children’s Internet Protection Act (CIPA), technology protection measures shall be used, to the extent practical, to promote the safety and security of users. The district makes every reasonable effort to filter inappropriate content with the understanding that digital information is dynamic, which makes it challenging to predict or reliably control what information students may encounter. Notwithstanding reasonable efforts at prevention, there is still a risk that a student may, at some time, be exposed to particular content or participate in particular activities or communications that the District would consider harmful, deceptive, or otherwise inappropriate, or that a parent or guardian may find objectionable. Parents/Guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

Filtering, blocking or other protective technologies will also be used to decrease the likelihood that student users of the District systems and equipment might access materials or communications, other than visual depictions, that are inappropriate for students. KUSD invests multiple resources with regards to current internet and network filtering technologies, adjusting filter rules to best serve the users in a safe and appropriate manner.

For technology tools, including online interaction, KUSD may act as the authorizer only for educationally valid and appropriate online resources. Student under the age of 13 may be asked to create user accounts on digital applications for educational purposes as they relate to classroom instruction. The account creation will be under the direction or supervision of the classroom teacher. Student information required to create such an account is typically limited to school email address, user name, or birthdate for age verification. No other personal information will be shared with these digital applications.

The district values digital citizens who safely and responsibly use digital tools while recognizing the rights, responsibilities and opportunities of living in an interconnected digital world. Aligned with the Protecting Children in the 21st Century Act, Kenosha Unified School District will reinforce the instructional practices, such as:

- Safety and security while using email, ~~chat~~ **virtual learning** rooms, social media, and other forms of direct electronic communications.
- Dangers inherent with the online disclosure of personally identifiable information.
- Consequences of unauthorized access (e.g., "hacking", "harvesting", digital piracy", "data mining", cyberbullying, etc.) and other unlawful or inappropriate activities by students online.
- Unauthorized disclosure, use, and dissemination of personally identifiable information regarding minors.

Review and agreement of this Student Acceptable Use policy is an annual expectation for students and parents/guardians.

LEGAL REF.: Wisconsin Statutes

- Sections 118.258 [Electronic communication devices prohibited]
- 120.12(1) [School board duties]
- 120.13 [School board powers]
- 943.70 [Computer crimes]
- 947.0125 [Unlawful use of computerized communication systems]
- U.S.C. 17, Federal Copyright Law [Use of copyrighted materials]

POLICY 6633

STUDENT TECHNOLOGY ACCEPTABLE USE POLICY

Children's Internet Protection Act [Online safety]
Neighborhood Children's Internet Protection Act [Online safety]
Children's Online Privacy Protection Act [Online privacy protection]
Family Educational Rights and Privacy Act [FERPA]
Broadband Data Improvement Act Title II, Section 215 [Internet safe use]
Protecting Children in the 21st Century Act

CROSS REF.: 3531.1, Copyrighted Materials
4226, Staff Technology Acceptable Use
5111, Anti-Bullying/Harassment/Hate
5430, Student Conduct and Discipline
5437, Threats/Assaults
5473, Suspensions
5474, Student Expulsion
5475, Discipline of Students with Exceptional Educational Needs
6100, Mission, Vision, Core Values and Strategic Goals
6470, Student Records
6600, Instructional Resources
6610, Selection of Instructional Materials
6620, Library Resources
6634, Assistive Technology

AFFIRMED: November 28, 1995

REVISED: January 29, 2002
May 22, 2007
July 28, 2009
June 28, 2011
June 25, 2013
March 22, 2016
February 27, 2018
September 24, 2019
October 27, 2020

RULE 6633
STUDENT ACCEPTABLE USE POLICY

General school rules for behavior and communications apply, including the district's harassment policies. Students shall abide by district guidelines governing acceptable use of technology. Misuse of technology may result in loss of access privileges and disciplinary action may be taken. Appropriate legal action may also be taken against students performing illegal activities using technology.

Guidelines for acceptable technology use:

- **All KUSD students will be issued a KUSD district device to be used in both in person and remote/virtual learning environments. It is the expectation that the student has a fully charged device for each day they attend school. Even though this device is assigned to the student, it is considered property of the Kenosha Unified School District and should remain free of any personal markings or graffiti (including stickers, markers, glitter).**
- Students shall not use any technology in a manner that poses a threat to academic integrity, disrupts the learning environment or violates the privacy right of others. Students shall not send, share, view or possess pictures, text messages, emails or other material depicting sexually explicit or offensive content in electronic communications of any other form using technology while on school grounds, at school sponsored events, or on school buses or vehicles provided by the district. Technology used to “bully” or post derogatory statements about district students or staff via text message, social media or other electronic platforms ~~may~~ **will** result in disciplinary action.
- Students must abide by all applicable copyright and licensing laws when using technology within the district.
- Students shall maintain confidentiality of their usernames and passwords and shall not utilize usernames and passwords of others.
- All school related electronic publications are subject to approval and ongoing review by staff. All publications should reflect the mission and cores values of the school and district.
- Students shall not breach or disable network security mechanisms or compromise network stability or security in any way. **This includes access to KUSD district issued Hotspots and mobile devices. District issued Hotspots may only be used to provide wireless Internet access to the assigned KUSD mobile device. Connecting a Hotspot to a non-KUSD device is a violation of KUSD Policy.** Students shall refrain from utilizing proxy gateways to bypass monitoring or filtering.
- Students are responsible for reporting any inappropriate media or resources they encounter, regardless of who owns the technology involved.
- Students shall not use any technology for any purpose that would violate law or Board policies.

- Students shall not use district technology resources for personal commercial activities not related to instruction. Personal purchase or sale of products or services is prohibited.

Additional guidelines specific to the use of student technology (**i.e. Cell Phones**):

- Each user is responsible for his/her personal technology and should use it responsibly and appropriately.
- The district is not responsible for damaged, lost or stolen student-owned technology.
- The district is not responsible for the support or security of student-owned technology.
- Staff may grant permission to use student-owned technology in the classroom in accordance with communicated instructional guidelines and must adhere to the guidelines set forth in this policy/rule.
- **Students that are granted permission to use their own device will not be able to connect to the KUSD wireless network, and would have to rely on their own cellular/wireless data plans.**
- Student-owned technology must not interfere with the operation and integrity of the district's internal wired and wireless network.
- Student-owned technology may be used before and after school, including while utilizing district transportation. High School students may use student owned technology during their designated lunch period.
- In emergency situations where the safety of students, staff, chaperones or bus drivers are in jeopardy, use of student-owned technology is permitted.
- Student-owned technology should be charged prior to school and run on battery power while at school.
- ~~Student owned technology may only be used to connect to the district infrastructure when authorized.~~
- Students will refrain from use of peer-to-peer sharing for non-educational purposes.

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KENOSHA UNIFIED SCHOOL DISTRICT

Kenosha, Wisconsin

September 22, 2020

Building Our Future Partnership Affirmation

On February 28, 2017, the Kenosha Unified School District (KUSD) Board of Education unanimously voted to approve the recommended proposal to establish a new program within the KUSD Community Services (Fund 80). This program was the five-year proposal (Attachment A) with the corresponding five-year budget assumption (Attachment B) to support a partnership with the Building Our Future (BOF) organization established through the United Way of Kenosha.

The approved financial commitment was established as \$50,000 per year for five years beginning in the fiscal year 2017-18 and ending in the fiscal year 2021-22.

Year #	Fiscal Year	Amount
1	2017-18	\$50,000
2	2018-19	\$50,000
3	2019-20	\$50,000
4	2020-21	\$50,000
5	2021-22	\$50,000
		\$250,000

The district has received the pledge letter and invoice for the fourth installment to cover the 2020-21 fiscal year (Attachment C). As part of an annual review process, the Superintendent's office shared the BOF information with the Board of Education in an email dated July 29, 2020, and followed up with a reminder dated August 8, 2020, asking Board members to review the information and ask questions or make comments by August 7, 2020. There were no questions, concerns, or comments offered by Board members.

Administrative Recommendation

The administration recommends that the Board review and affirm the continuation of the partnership/funding for Building Our Future and approve the \$50,000 payment as the fourth installment for the 2020-21 fiscal year.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Kenosha Unified School District No. 1
Kenosha, Wisconsin

February 28, 2017

Building Our Future Partnership (StriveTogether)

The Kenosha Unified School District (KUSD) currently operates a Community Program and Services Fund often referred to as fund 80. With the support of the taxpayers, districts are allowed to adopt a separate tax levy for this fund which is used to account for activities such as adult education, community recreation programs such as evening swimming pool operation and softball leagues, elderly food service programs, non-special education preschool, day care services, and other programs which are not elementary and secondary educational programs but have the primary function of serving the community.

Access to Community Service Fund activities cannot be limited to pupils enrolled in the district's educational programs. Any programs which are associated with academic subjects and extra-curricular activities available only to pupils enrolled in the district are unallowable in fund 80. Valid programs usually take place outside of the regular instructional time periods so that they do not create barriers for non-district students and also have additional costs for operating the programs.

Per school board policy/rule 3110, the district will account for all eligible activities within fund 80 and the eligible services/programs will be designated annually.

KUSD has been approached with a proposal for a partnership with the Building Our Future organization which is based on the StriveTogether initiative. The administration has reviewed the proposal and believes that the program would be allowable in the Community Program and Services Fund should the Board choose to accept this proposal and that the costs could be absorbed within the current tax levy without a need to increase it.

In 2016, Kenosha County created its own unique partnership Building Our Future using the StriveTogether framework to ensure the success of every child, from cradle to career. Building Our Future is a partnership that works to align efforts, outcomes, and help all students attain academic excellence by providing an all-inclusive solution based on the StriveTogether Theory of Action. A collective impact approach centered around four principles:

- Engage the community by uniting all sectors around a single goal
- Focus on eliminating locally defined disparities by identifying best practices
- Develop a culture of continuous improvement by using data to drive decisions
- Leverage existing assets by expanding what works

By adopting collective impact as a guide, the partnership will assist the community in developing a cradle to career civic infrastructure which will ultimately support the strategic direction of the school district. The partnership will foster and strengthen community partnerships by working with a broad array of community voices to create a common language, and identify best practices to increase students learning from the time they are born until the first day of their career, and into their future community engagement.

The Networks established by the community will enhance the leadership and expertise of all members involved in the process of analyzing local data, and national research to identify more impactful ways to align resources. Network members will develop skills in collecting and interpreting data and expanding community-wide programs with proven results. As a result, of this collaboration, invested community members, such as teachers, parents, and business owners will help close the gaps in student learning by respectfully incorporating data-driven strategies.

By using data to drive decisions, the basis of the partnership, it will inspire a high degree of trust among the cross-sectors and education system. High trusting schools will lead to highly engaged teachers, parents, and youth, and cross-sector leaders will have a greater appreciation for everyday issues facing each child, from cradle to career. The community will be accountable to holding a higher standard for all students in achieving their personal potential.

In conjunction with Kenosha Unified School District (KUSD), Building Our Future will be a support and resource to every child in the City of Kenosha, Village of Pleasant Prairie, and Village/Town of Somers. This program will support all children and families residing in our communities regardless of attendance at a KUSD school. The partnership will encourage a collective impact approach to be adopted by the community to address structural inequities that are detrimental to students' success from cradle to career.

Building Our Future, in partnership with KUSD, will facilitate a more productive education ecosystem by uniting the community around a single purpose, identifying best practices, using data to drive decisions, and expanding what works from the time of birth until the first day of career. By adhering to a continuous improvement framework, the collaboration will leverage tools and resources for all students to achieve personal potential. The community will be called to action to share a common language to create a vibrant workforce.

The partnership is beginning to pave the path of continuous improvement by bringing together cross-sector leaders dedicated to the outcome areas of Community Engagement, Kindergarten Readiness, School Success (reading and math), High School Graduation and Post-Secondary Education/ Career Prep. The community will initially join forces around two outcome areas, Community Engagement and Kindergarten Readiness. Together the community will collect and interpret local data, and identify best practices to make sure every child is ready for school, and create a community environment wherein all can contribute and excel.

Influential leadership from across all sectors will help shape the success of all young people, by becoming knowledgeable and ultimately pave the path for how the community will direct their support and resources to have the greatest impact. All of these influences (efforts) will help support a high performing school district, greater satisfaction among teachers, parents, and students, and a robust workforce. In addition to expanding what works, the partnership will be able to better influence contributing indicators to a child's success, such as quality childcare, developmental screenings, "Birth to 3" interventions, and food security.

Building Our Future is committed to working jointly with schools and across local sectors to ensure all students are achieving their personal potential from cradle to career. Schools can't do it alone, and they don't have to. Together we rise.

Administrative Recommendation

This report was presented at the February 14, 2017, Audit/Budget/Finance Committee meeting. Due to lack of a quorum, no action was taken. Administration recommends that the School Board approve the partnership/funding proposal for Building Our Future as presented.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer



BUDGET ASSUMPTION SUMMARY - EXPENDITURE

Title:	Building Our Future Partnership (StriveTogether)	Budget Year:	2017 - 2018
Department:	Community Services	Budget Manager:	

REQUEST

We are requesting \$50,000 per year for five years, to support the staffing and operations budget for 'Building Our Future' (Strive).

RATIONALE/ INSTRUCTIONAL FOCUS

In 2016, Kenosha County created its own unique partnership Building Our Future using the StriveTogether framework to ensure the success of every child, from cradle to career. Building Our Future is a partnership that works to align efforts, outcomes, and help all students attain academic excellence by providing an all-inclusive solution based on the StriveTogether Theory of Action. A collective impact approach centered around four principles:

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The Networks established by the community will enhance the leadership and expertise of all members involved in the process of analyzing local data, and national research to identify more impactful ways to align resources. Network members will develop skills in collecting and interpreting data and expanding community-wide programs with proven results. As a result, of this collaboration, invested community members, such as teachers, parents, and business owners will help close the gaps in student learning by respectfully incorporating data-driven strategies.

By using data to drive decisions, the basis of the partnership, it will inspire a high degree of trust among the cross-sectors and education system. High trusting schools will lead to highly engaged teachers, parents, and youth, and cross-sector leaders will have a greater appreciation for everyday issues facing each child, from cradle to career. The community will be accountable to holding a higher standard for all students in achieving their personal potential.

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IMPACT

Building Our Future, in partnership with KUSD, will facilitate a more productive education ecosystem by uniting the community around a single purpose, identifying best practices, using data to drive decisions, and expanding what works from the time of birth until the first day of career. By adhering to a continuous improvement framework, the collaboration will leverage tools and resources for all students to achieve personal potential. The community will be called to action to share a common language to create a vibrant workforce.

The partnership is beginning to pave the path of continuous improvement by bringing together cross-sector leaders dedicated to the outcome areas of Community Engagement, Kindergarten Readiness, School Success (reading and math), High School Graduation and Post-Secondary Education/ Career Prep. The community will initially join forces around two outcome areas, Community Engagement and Kindergarten Readiness. Together the community will collect and interpret local data, and identify best practices to make sure every child is ready for school, and create a community environment wherein all can contribute and excel. Influential leadership from across all sectors will help shape the success of all young people, by becoming knowledgeable and ultimately pave the path for how the community will direct their support and resources to have the greatest impact. All of these influences (efforts) will help support a high performing school district, greater satisfaction among teachers, parents, and students, and a robust workforce. In addition to expanding what works, the partnership will be able to better influence contributing indicators to a child's success, such as quality childcare, developmental screenings, "Birth to 3" interventions, and food security.

Building Our Future is committed to working jointly with schools and across local sectors to ensure all students are achieving their personal potential from cradle to career. Schools can't do it alone, and they don't have to. Together we rise.

BUDGET ASSUMPTION

Object Level	Descriptive	Amount
100's	Salaries	\$0
200's	Fringes	\$0
300's	Purchased Services	\$50,000
400's	Non-Capital Objects	\$0
500's	Capital Objects	\$0
	TOTAL*	\$50,000.00

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

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

FUNDING SOURCES

This request is for a \$50,000 per year commitment for the next 5 years coming from the KUSD Community Services budget (Fund 80).

Other funding sources secured by Building Our Future are as follows:

Foundations	\$107,500
Business	40,000
Individual	5,000
County	<u>50,000 (to be increased to 100k in 2017)</u>
Total	\$202,500



Community unites. Students succeed. Everyone prospers.

July 28, 2020

Dr. Sue Savaglio-Jarvis
Kenosha Unified School District
3600 52nd Street
Kenosha, WI 53144

Dear Dr. Sue:

On behalf of Building Our Future, I am requesting your annual contribution of \$50,000. This is the fourth installment of your five-year, \$250,000 commitment to this initiative. Your investment will empower us to continue and expand our efforts to align every Kenosha County sector around the cradle to career success of our children.

This past year, Building Our Future's Collaborative Action Networks involved over 150 partners from various sectors of the community. I am happy to share some of the bright spots from our community partners working to support our children and youth with you.

The [2019 Impact Report](#) bright spots:

- In response to research and firsthand accounts indicating that many families find it difficult to keep books in the home, our Community Engagement Network organized events that amounted to over 1,000 books being collected for Lincoln Middle and Brass Community Schools.
- The Wisconsin Department of Public Instruction selected Building Our Future and Kenosha Public Library as one of 20 community partner/public library teams for its Wisconsin Libraries Transforming Communities project. The 18-month project's goals include preparing library staff and community partners for community engagement efforts; collecting community needs, wants and aspirations; creating and building sustainable community partnerships; and measuring the success of community engagement activities.
- A team from our Smart Beginnings Network was accepted into the Early Learning Nation Cohort, a national learning cohort led by our national partner, StriveTogether, and the Center for the Study of Social Policy. This team will lead the community through a self-assessment process focused on the four Building Blocks, defined by CSSP and the National League of Cities; that make up Early Learning:
 1. Community leadership commitment, and public will to make early childhood a priority
 2. Quality services that work for all young children and their families
 3. Neighborhoods where families can thrive
 4. Policies that support and are responsive to families
- A team from our Early Grade Reading Network (involving KUSD and Kenosha Public Library) was selected to participate in StriveTogether's Equitable Results Series, an intensive 10-month training program in Results Count and continuous improvement methodologies, with an emphasis on racial equity. The team is focusing on supporting efforts at Curtis Strange and Grant elementary schools and identifying opportunities to leverage the library's outreach capacity and literacy expertise in support of these student populations.
- Our Education, Career, and College Readiness Network laid plans to continue its path of exploring pilots, including expanding transportation options to students and providing families and school staff with more mental health information and access.

- We re-evaluated our approach to racial equity. In January, we co-hosted a two-day workshop with the Kenosha Area Business Alliance led by the Racial Equity Institute with 40 community partners. The workshop is beginning to build a common language around racial equity and direct focus on systems change work.

In looking forward, we pledge to build upon the early success in reducing gaps delineated by race/ethnicity and socioeconomic status, so that every child can truly live up to their full potential. The need for transformational change has never been more apparent.

With this letter are two additional documents that require your signature and must be enclosed with your investment.

On behalf our team, thank you for your financial support and for being part of this awesome community.

Sincerely,



Tatjana Bicanin
Executive Director



Community unites. Students succeed. Everyone prospers.

July 28, 2020

Dr. Sue Savaglio-Jarvis
Kenosha Unified School District
3600 52nd Street
Kenosha, WI 53144

Dear Dr. Sue:

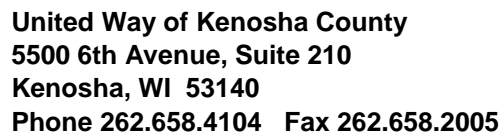
The Kenosha Unified School District agreed to pay \$50,000 per year over five years for a total of \$250,000 to the Building Our Future program. The funds shall be held and used for the tax-exempt purposes of the Building Our Future Initiative and shall be subject to the following paragraphs:

1. Payment. Kenosha Unified agrees to make annual payments to the Building Our Future Initiative equal to **\$50,000** each year for five years beginning in 2017. The payments will be subject to the following terms:
2. Purpose. The purpose of the funds shall be to allow Building Our Future to continue its educational activities by funding the contract with Strive, staff support, and long-term initiatives.
3. Conditions. The annual payment from Kenosha Unified is subject to the following conditions:
 - a) The Building Our Future Initiative program is operating, and a report detailing program activity is provided to Kenosha Unified.
 - b) The Building Our Future Initiative program remains adequately funded with commitments, pledges, and other funding sources to continue the program.
 - c) The fund-raising goals are being met on an annual basis.
 - d) The payment is subject to annual review and approval by Kenosha Unified during its annual budget process.

Enclosed is the invoice for the 2020 commitment of \$50,000. Please sign and return both these documents in the enclosed envelope at your earliest convenience.

By _____
Kenosha Unified School District
Dr. Sue Savaglio-Jarvis





DATE:
7/28/2020

**Bill To: Kenosha Unified School District
c/o Dr. Sue Savaglio-Jarvis
3600 52nd Street
Kenosha, WI 53144**

Make all checks payable to **United Way of Kenosha County**

If you have any questions concerning this invoice, contact:
Sherry Westhoff @ 262-658-4104 ext. 12 or swesthoff@kenoshauntedway.org

Thank you for your support!

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

September 22, 2020

**INSTRUCTIONAL MATERIAL FOR
ELEMENTARY READING**

Background

Learning A-Z has a product that provides teachers with a number of resources for instruction: Raz-Kids. Raz-Kids is a digital product that includes: twenty-nine levels of books, online and printable books, comprehension questions for each book, tools for assessment, and a process for documenting student progress. These features make Raz-Kids an effective support for teachers, one that allows many options for reading instruction.

Philosophical Statement about Reading Instruction

Effective reading instruction encompasses several teaching practices. These practices include:

- **Shared reading:** listening to texts that have interesting story lines, rich language and are available in a range of genres.
- **Guided reading:** explicit instruction in a small group setting using texts at the students' reading levels.
- **Independent reading:** the opportunity to engage in the reading process and think deeply about a book students self-select. Independent reading is also known as "volume reading" because the more students read, the better readers they become.

Rationale for Purchase

The request to purchase the product Raz-Kids from Learning A-Z aligns with the practices for effective reading instruction (Appendix A). There is also evidence both from the virtual instruction provided in the spring as well as teachers who have used the product in the past, that the resources motivate students and provide a vehicle for teachers to individualize book selection for each student.

How is Raz-Kids used? Student reading levels vary within each grade level, particularly in grades K through 2. Students in these grade levels typically read books that have a few lines of print on each page. During a 15 minutes independent reading time, students may read up to one

book every two to three minutes. While rereading a book is important, students need to have a variety of books available so they are not reading the same books every day. It is reasonable to expect a first grade student, reading at a good pace (no matter the reading level) to need about 5 books a day per day, thus 25 books per week. (The number of books for Kindergarten and Grade 2 students would be similar.) In grades 3-5 reading a balance of fiction and non-fiction books supports the shift from learning to read to reading to learn. Teachers will have access to a books on many topics with a variety of reading levels making it possible to focus on grade level appropriate comprehension skills. At the elementary level the goal is to increase the number of books in a variety of genres and reading levels to engage all K-5 learners; moreover, the purchase of Raz-Kids provides access to hundreds of books that can be accessed on-line or printed significantly decreasing the time teachers currently spend locating appropriate reading materials for every student.

Implementation

Purchase of the Raz-Kids resource will allow students to:

- Self-select books from hundreds of titles to read independently.
- Listen to books (shared reading) that model fluency and then practice the books themselves.
- Read books in Spanish, if elected.
- Practice reading anytime, anywhere because books are available 24/7.

Purchase of the Raz-Kids resource will allow teachers to:

- Assess students using running records.
- Assign texts to students and keep track of their comprehension using online quizzes.
- View reports for individual students as well as their entire classroom.

Recommendation

Administration recommends that the Board of Education approve the purchase of Raz-Kids from A-Z Learning for an estimated purchase cost of \$59,489.50.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

Mrs. Susan Mirsky
Coordinator of Literacy

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: Learning A-Z

Purchased Good/Program: Elementary (Grades K-5) Reading

Start Date/Date Needed: September 28, 2020

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

The purpose of the purchase is to provide elementary teachers with an online resource to support reading instruction. The purchase is for the product Raz-Kids and includes leveled books (for independent reading), online books and teachers support for small group instruction (guided reading) and assessment products with record keeping.

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

Total cost for an annual subscription is \$59,489.50. The effectiveness of this tool will be evaluated annually in the spring and recommendation for renewal will be based on feedback from elementary teachers and data collected on product usage.

Funding source is Teaching and Learning budget.

3. **REQUEST FOR PROPOSAL (RFP)** – indicate if an RFP has been completed **YES**

☒ **NO** ☐ If no, please request an RFP packet

An RFP was completed and the bids were reviewed August 25, 2020. Three companies: Houghton Mifflin, Scholastic, and Learning A-Z submitted quotes.

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

Last spring, when school closed and instruction took place virtually, the Literacy Office made daily literacy plans available to teachers. The lesson plans used texts available from Learning A-Z. Teachers praised the resources and reported they were able to supply students with texts at their reading level so students could read independently. These online texts are part of a large, diverse library. The library's variety has the capacity to motivate students to read more, which is a major factor in reading achievement. This

purchase will allow teachers to access not only the library, but other resources such as materials for small group instruction and reading assessments.

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

September 28, 2020

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

Appropriate Leadership Signature Julie Hanamak Date 9-10-2020

KENOSHA UNIFIED SCHOOL DISTRICT

Kenosha, Wisconsin

September 22, 2020

POLICY 6100 – MISSION, VISION, CORE VALUES AND STRATEGIC GOALS

Background

Policy 6100 was developed to outline the focus of the district. Throughout the years this policy has been adjusted to align with the district's current goals and initiatives. The current strategic planning process began in February 2015. The district's Pathway to Success is a plan where work continues around the Mission, Vision, Core Values and Strategic Goals set forth by the board of education. KUSD's Pathway to Success continued throughout the next several years. The initial work focused on developing the mission, vision, core values and strategic goals. The five goals were created to drive the work of the district. The board of education approved revised Policy 6100 on Sept. 22, 2015.

In July 2017, the Board updated Policy 6100 to include the addition of the district's core values. Subsequently it was noted that Policy 6120 already existed and outlined the core goals. To align all policies and reduce replication, in July 2018 the board approved elimination of Policy 6120 so the district's mission, vision, core values and strategic goals are now outlined together in Policy 6100 as one Policy.

In July 2019, Policy 6100 was presented for affirmation by the board of education. There were no recommended updates at that time due to the fact that the District was developing a partnership with StuderEducation. The district's partnership with StuderEducation outlined the implementation of a system-wide continuous improvement model. The kick off for this model started late fall 2019. This work resulted in redesigning the current strategic goals contained in Policy 6100.

During this past year, 2019-2020, strategic goal teams and reactor groups have been working on developing scorecards that contain objectives, initiatives, measures and an implementation plan. Once the scorecards are finalized, the District will seek Board approval; these new goals will guide the work of the district for the next five years.

Refreshing KUSD Goals Timeline

When	Who	What
January - March 2020	Leadership Council	Gathered a set of key data points to represent a high level look at organizational health and needs assessment
February - June 2020	District Data Team	Consider the right district-wide goals for student academic achievement
May 2020	Workforce workgroup: 15 teachers, district staff and principals	Considered which measures represent areas that, if improved, will bring KUSD closer to achieving District's Mission, Vision and which strategies that are working to achieve success
June 2020	Fiscal responsibility and efficiency workgroup: 15 teachers, district staff and principals	Same as above
June 2020	Family and community engagement workgroup: 15 teachers, district staff and principals	Same as above
September 2020	Leadership Council	Review and discuss draft goals and strategies for refinement
October – November 2020	Reactor Groups <ul style="list-style-type: none"> • Standing Committee • Staff 	Engage with small groups of staff to gather feedback on draft goals and revise for improvement
December - January 2021	Leadership Council	Finalized refreshed goals, measures and strategies
February - March 2021	School Board	Review refreshed goals for approval

The following are the current Board approved goals and draft goals created for feedback during the 2020 school year.

Current Board approved strategic goals	Refreshed draft goals for feedback
Increase academic achievement for all students by prioritizing, planning and implementing recommendations from the curriculum audit.	Provide excellent, challenging, learning opportunities and experiences that prepare each student.
Implement transparent fiscal management practices that prioritize and align resources.	Recruit, retain, and develop a highly effective and diverse staff that ensures the success of every students.
Retain and recruit highly qualified staff who work to ensure the success of every student.	Foster and strengthen community partnerships and family engagement to positively impact student engagement and learning.
Enhance the leadership and expertise of all staff through professional learning and collaboration.	Align resources to achieve efficiency and positive impact on student achievement, while communicating transparency to all stakeholders.
Foster and strengthen community partnerships to increase student learning and family engagement.	

Administration Recommendation:

Administration recommends that the board affirm Policy 6100 - Mission, Vision, Core Values and suspend the current 5 Strategic Goals while seeking feedback and input for the proposed refreshed draft goals as noted in the chart, as a first and second reading on September 22, 2020.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

MISSION, VISION, CORE VALUES AND STRATEGIC GOALS

MISSION:

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

VISION:

To be Wisconsin's top performing urban school district that is highly regarded for continuously exceeding all expectations.

CORE VALUES:

- Safety – providing a safe learning and working environment
- Teamwork – collaborating respectfully to meet goals
- Unity – being united among staff, students, families and all other stakeholders
- Diversity – being inclusive of all individuals
- Equity – treating all in a fair and just manner
- Nurturing – providing a caring and encouraging environment
- Trust – building confidence through transparency
- Stability – building organizational capacity to adapt to change successfully

STRATEGIC GOALS:

1. Increase academic achievement for all students by prioritizing, planning and implementing recommendations from the curriculum audit.
2. Implement transparent fiscal management practices that prioritize and align resources with strategic goals.
3. Retain and recruit highly qualified staff who work to ensure the success of every student.
4. Enhance the leadership and expertise of all staff through professional learning and collaboration.
5. Foster and strengthen community partnerships to increase student learning and family engagement.

LEGAL REF.: Wisconsin Statutes

Sections 118.01	[Educational Goals and Expectations]
118.13	[Pupil Discrimination Prohibited]
118.30	[Pupil Assessment]
120.13	[School Board Powers]
121.02(1)	[School District Standards]

POLICY 6100
MISSION, VISION, CORE VALUES AND STRATEGIC GOALS
Page 2

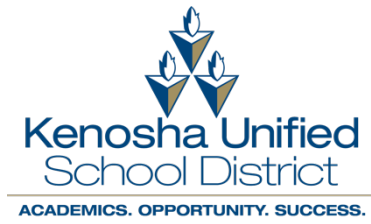
CROSS REF.: 1120, Parent/Guardian/Caregiver Involvement
2110, Benchmarks
2720, Shared Decision Making
3600, School Safety
4370, Professional Learning
5110, Equal Educational Opportunity/Discrimination Complaint
5430, Student Conduct and Discipline
6456, Graduation Requirements
8520, Board Goal Setting

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: September 24, 1991
October 6, 2016
July 23, 2019

REVISED: October 10, 2000
January 29, 2002
December 13, 2005
June 28, 2011
September 22, 2015
July 25, 2017
August 28, 2018

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In recognition of National Hispanic Heritage Month 2020

WHEREAS, in 1968 President Lyndon B. Johnson first proclaimed National Hispanic Heritage Week to pay tribute to the contributions of Latinos and Latinas in American culture and the work of early Spanish explorers and settlers; and

WHEREAS, this timeframe included the anniversaries of independence for the Latin American countries of Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua on September 15, as well as Mexico's independence on September 16; and

WHEREAS, the recognized contributions grew and as such Hispanic Heritage Week was expanded to National Hispanic Heritage Month, which has been celebrated from September 15 through October 15 since 1989; and

WHEREAS, Kenosha Unified takes great pride in its diverse student population, with Hispanic students playing a vital role and representing nearly 29% of the total student population (2019-20 school year); and

WHEREAS, by observing National Hispanic Heritage Month, we raise awareness of and celebrate the culture and traditions of people whose ancestry can be traced to Spain, Mexico, Central America, and the Caribbean islands; and

WHEREAS, corresponding school activities held in September and October, as well as throughout the school year, will educate students about Hispanic cultures, traditions and contributions that have impacted business, law, education, politics, science, the arts and more.

NOW, THEREFORE, BE IT RESOLVED that Kenosha Unified School District's Board of Education does hereby adopt this resolution to proclaim September 15 to October 15 as National Hispanic Heritage Month.

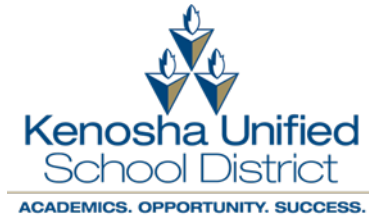
BE IT FURTHER RESOLVED, that a true copy of this resolution be spread upon the official minutes of the Board of Education.

President, Board of Education

Superintendent of Schools

Secretary, Board of Education

Members of the Board:



En reconocimiento al Mes Nacional de la Herencia Hispana 2020

CONSIDERANDO, que en 1968 el presidente Lyndon B. Johnson proclamó por primera vez la Semana Nacional de la Herencia Hispana para rendir homenaje a las contribuciones de los latinos y latinas a la cultura estadounidense y al trabajo de los primeros exploradores y colonos españoles; y

CONSIDERANDO, que este plazo incluyó los aniversarios de la independencia de los países latinoamericanos de Costa Rica, El Salvador, Guatemala, Honduras y Nicaragua el 15 de septiembre, así como la independencia de México el 16 de septiembre; y

CONSIDERANDO, que las contribuciones reconocidas crecieron y, como tal, la Semana de la Herencia Hispana se expandió al Mes Nacional de la Herencia Hispana, que se celebra del 15 de septiembre al 15 de octubre desde 1989; y

CONSIDERANDO, que el Distrito Escolar Unificado de Kenosha se enorgullece de su diversa población estudiantil, con los estudiantes hispanos desempeñando un papel vital y representando casi el 29% de la población estudiantil total (año escolar 2019-20); y

CONSIDERANDO, que, al observar el Mes Nacional de la Herencia Hispana, damos a conocer y celebramos la cultura y las tradiciones de personas cuya ascendencia se remonta a España, México, América Central y las islas del Caribe; y

CONSIDERANDO, las actividades escolares correspondientes que se llevan a cabo en septiembre y octubre, así como durante todo el año escolar, educarán a los estudiantes sobre las culturas, tradiciones y contribuciones hispanas que han impactado los negocios, las leyes, la educación, la política, las ciencias, las artes y más.

AHORA, POR LO TANTO, SE RESUELVE que la Junta de Educación del Distrito Escolar Unificado de Kenosha por lo presente adopta esta resolución para proclamar del 15 de septiembre al 15 de octubre como el Mes Nacional de la Herencia Hispana.

SE RESUELVE, ADEMÁS, que se distribuya una copia fiel de esta resolución en las actas oficiales de la Junta de Educación.

Presidente, Junta de Educación

Superintendente de Escuelas

Secretario, Junta de Educación

Miembros de la Junta:



National Bullying Prevention Month 2020

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

WHEREAS, bullying occurs throughout our community, including in neighborhoods, on playgrounds, at schools and through technology, such as the internet, social media and cellphones; and

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

WHEREAS, bullying can have lifelong negative consequences for both those who are victims of bullying and those who bully others; and

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

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

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

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

President, Board of Education

Superintendent of Schools

Secretary, Board of Education

Members of the Board:

*Resolution 368
September 22, 2020*

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**Wisconsin School Board Appreciation Week
October 4-10, 2020**

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

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

WHEREAS, school board members are charged with representing our local education interests by serving as the voice of our community while ensuring compliance with state and federal law; and

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

NOW, THEREFORE, be it resolved that Kenosha Unified School District recognizes and salutes the members of the Kenosha Unified Board of Education by proclaiming October 4-10, 2020, as Wisconsin School Board Appreciation Week.

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

President, Board of Education

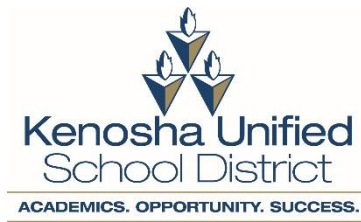
Superintendent of Schools

Secretary, Board of Education

Members of the Board:

*Resolution 369
September 22, 2020*

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September 22, 2020

DONATION TO THE DISTRICT

The District has received the following donations:

1. The Mockingbird Foundation donated \$3,000 to the Washington Middle School Band Program.
2. Benjamin Gentile donated \$500 to Whittier Elementary School. The donation is to be used to purchase picnic tables.

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

September 22, 2020

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board
August-September**

September

- September 1, 2020 – Regular School Board Meeting –7:00 P.M. in ESC Boardroom & Virtual
- September 7, 2020 – Labor Day – District Closed
- September 14, 2020 – First day of school for students
- September 15, 2020 - Public Hearing on Budget, Annual Meeting of Electors, and Special School Board Meeting – 7:00 P.M. in the Indian Trail High School and Academy Auditorium
- September 22, 2020 – Regular School Board Meeting – 7:00 P.M. in ESC Boardroom & Virtual

October

- October 13, 2020 – Quarterly Standing Committee Meetings
- October 27, 2020 – Regular School Board Meeting – 7:00 P.M. in ESC Boardroom & Virtual

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