

STANDING COMMITTEE MEETINGS

Educational Support Center
Board Meeting Room
3600-52nd Street
Kenosha, WI 53144

June 1, 2021

5:00 P.M. – Personnel Committee
6:00 P.M. – Audit/Budget/Finance Committee
7:00 P.M. – Planning/Facilities Committee
8:00 P.M. – Curriculum/Program Committee

Kenosha Unified School District

Personnel Committee Meeting

June 1, 2021 / 5:00 P.M. | ESC Boardroom & Virtual

Meeting called by	Todd Price	Members: Todd Price, Chair/School Board Member Yolanda Adams, School Board Member Rebecca Stevens, School Board Member Dale Nixon, Community Member Michelle Tucker, Community Member Lucas Steplyk, Student Member Summer Zilisch, Student Member Kristine Coshun, Staff Member Martica Davis, Staff Member Please read: Agenda Packet Please bring: N/A
Type of meeting	Personnel	
Facilitator	Todd Price	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

Topic and Presenter		Outcome	Time allotted
1.	Welcome/Review of Operating Principles – Price (pages 1-2)	Sharing	5 Minutes
2.	Review of April 13, 2021 Minutes - Price (page 3)	Review	2 Minutes
3.	Medical Insurance/Plan Design Discussion – Neir/Hays Rep (pages 4-23)	Sharing/Discussion	33 Minutes
4.	Evaluation of Operating Principles - Price <ul style="list-style-type: none">Fist to FiveWere we successful in achieving the stated outcomes for the meeting?	Evaluating	5 Minutes

Other Information

Observers:

Resources:

Special notes:

Next Meeting: October 12, 2021

**Our Mission:**

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

Our Vision:

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

Operating Principles**Straight Talk**

We believe that we will not get as much out of our joint experience if we don't use straight talk. We also believe that trust is a key element in straight talk.

Therefore, we will be open and honest with each other and use straight talk to increase clarity and focus.

Use of Our Time

The time of each member is a valued resource. We are committed to being efficient and productive in our use of time.

We believe that time is a critical component of our success, good use of time keeps us focused with no needless digression and that time is a non-renewable resource so we must use it wisely.

Therefore, we commit to:

- 1. Start on time and end on time.**
- 2. Assure that purposes for our meetings and interactions are clear with a timeframe in mind**
- 3. Structure our meetings effectively to ensure that we stay on track**

Listening

Each participant brings a unique background, set of experiences, expertise and perspective. Our effectiveness as team members depends on our ability to access and leverage our diversity.

Therefore, we will actively solicit others' ideas/perspectives and listen to each other with the intent of understanding and learning.

Accomplishment and Optimism

It is easy to get caught in the trap of problems, breakdowns and what is not working. This trap has the power to make us feel overburdened and discouraged.

Therefore, agree to interrupt the negativity by periodically:

- **Acknowledging and identifying barriers without fixating on them.**
- **Noting what is working**
- **Speaking what we have accomplished**
- **Acknowledging the contributions and accomplishments of others.**

Responsibility for Self

It is easy to allow past stories, interpretations and relationships to interfere with our present effectiveness.

Therefore, we agree to:

- **Check our alliances, disagreements, unhelpful stories at the door**
- **Assume a positive predisposition towards one another**
- **Be open to discussing how things are going with each other within the meeting**
- **Commit to our own participation**



KENOSHA UNIFIED SCHOOL BOARD
PERSONNEL MEETING
Educational Support Center – Room 110
April 13, 2021
MINUTES

A meeting of the Kenosha Unified Personnel Committee chaired by Mr. Duncan was called to order at 8:00 P.M. with the following committee members present: Ms. Adams, Ms. Stevens, Mr. Steplyk (virtual), Ms. Zilisch (virtual), Ms. Davis (virtual), and Mr. Duncan. Dr. Savaglio-Jarvis, Mr. Barnhart, Mrs. Villont (virtual), and Mr. Neir were also present. Mr. Nixon was excused. Ms. Tucker and Ms. Coshun were absent.

Welcome/Review of Operating Principles

Mr. Duncan welcomed committee members and reviewed the operating principles contained in the agenda.

Review of February 9, 2021 Minutes

There were no suggested changes made to the minutes.

Wisconsin Urban Leadership Institute (WULI) Capstone Project Presentations

Dr. Savaglio-Jarvis noted that in response to a request at the last meeting for participants from previous cohorts to share their experience with the project, Mr. Trent Barnhart, Assistant Principal at Harborside Academy, and Mrs. Barbara Villont, Assistant Principal at Bullen Middle School, were present to share their experiences.

Mr. Barnhart and Mrs. Villont gave a PowerPoint presentation entitled “2019-2020 Capstone Presentations” which covered the following topics: phase 1; discovering self as an equity champion, phase 2: developing individual cultural competence; and phase three: building a school culture of excellence with equity.

Evaluation of Operating Principals

Mr. Duncan asked members to use the fist to 5 rating scale to indicate how well the committee accomplished the goals. All ratings noted were 5s.

The next meeting will take place on June 1, 2021 at 5:00 p.m.

Meeting adjourned at 8:57 p.m.

Stacy Stephens
School Board Secretary



Kenosha Unified School District DRAFT Medical Insurance / Plan Design Discussion

June 2021

Table of Contents

- Benefit Information Review
- Medical Plan Benchmarks – School Districts
- Medical Plan Considerations
 - Background
 - Current and Future Considerations
- Proposed Medical RFP Timeline
- Questions

Benefits Review - Definitions

Deductible

- The amount employees owe for health care services each year before the insurance company begins to pay.

Coinsurance

- The share of the costs of a covered health care service calculated as a percent of the allowed amount for the service.

Out-of-Pocket Maximum (OOPM)

- An OOPM is the most you should have to pay for your health care during a year, excluding the monthly insurance premium. After you reach the annual OOPM, your health insurance begins to pay 100% of the allowed amount for covered health care services or items for the rest of the year.

Benefits Review – Narrow Networks

- What is a narrow network?
 - A health plan that offers its subscribers a limited choice in health care providers.
 - Health plans contract with a small group of doctors, specialists and hospitals, and those entities are then considered in-network.
- How can a narrow network reduce costs?
 - Because all plan participants are directed toward certain facilities and physicians, these providers can then reduce the cost for each visit and service which results in lower premiums for the consumer and cost savings for insurers.
 - However, members may be more restricted in provider options because of the narrower network which may be perceived as a disadvantage.

Benefits Review – Insurance Funding Options

- Self-funded vs. Fully-insured Basics
 - Self-funded
 - Employer assumes all or a portion of the financial risk for health benefits
 - Third-party administers claims
 - Stop loss coverage used to reduce risk of large claims
 - Fully-insured
 - Insurance carrier assumes all or a portion of the financial risk for health benefits
 - Employer pays a monthly premium to the insurance carrier

Benefits Review – Self-funding Considerations

- Advantages of Self-funding
 - Able to unbundle and seek least expensive/best service for each component (network, PBM or Pharmacy Benefit Manager, administration, etc.)
 - Improved cash flow as company holds own reserves
 - No margin, premium taxes or fully-insured ACA fees
 - Ability to take advantage of “good” experience within the claims
 - Improved plan design flexibility
- Disadvantages of Self-funding
 - Claims may exceed expected level in a “poor” experience period and negatively impact budget
 - Spikes in claims on a monthly basis could impact cash flow
 - Employer may have ultimate “final say” for claims appeals, perhaps putting the plan administrator in an uncomfortable position
 - Cumbersome to switch administrators due to run out claims
 - Additional internal administration (Human Resources and Finance departments)

Benefits Review – Fully-Insured Considerations

- Advantages of Fully-insured
 - Level premium regardless of “poor” claims experience
 - Ability to switch carriers as reserves are included in paid premium
 - Easy to budget on annual basis
 - Administration is generally simplified (depending on number of locations and plans offered)
- Disadvantages of Fully-insured
 - Unable to retain money when claims experience running better than expected
 - Subject to state mandates which may make plan more expensive
 - Bundled and unable to interchange “broken” parts (network, administration, etc.)
 - Must pay fully-insured fees, taxes and margin on top of administrative and claim expenses
 - Less plan design flexibility

Medical Plan – Benchmark Overview

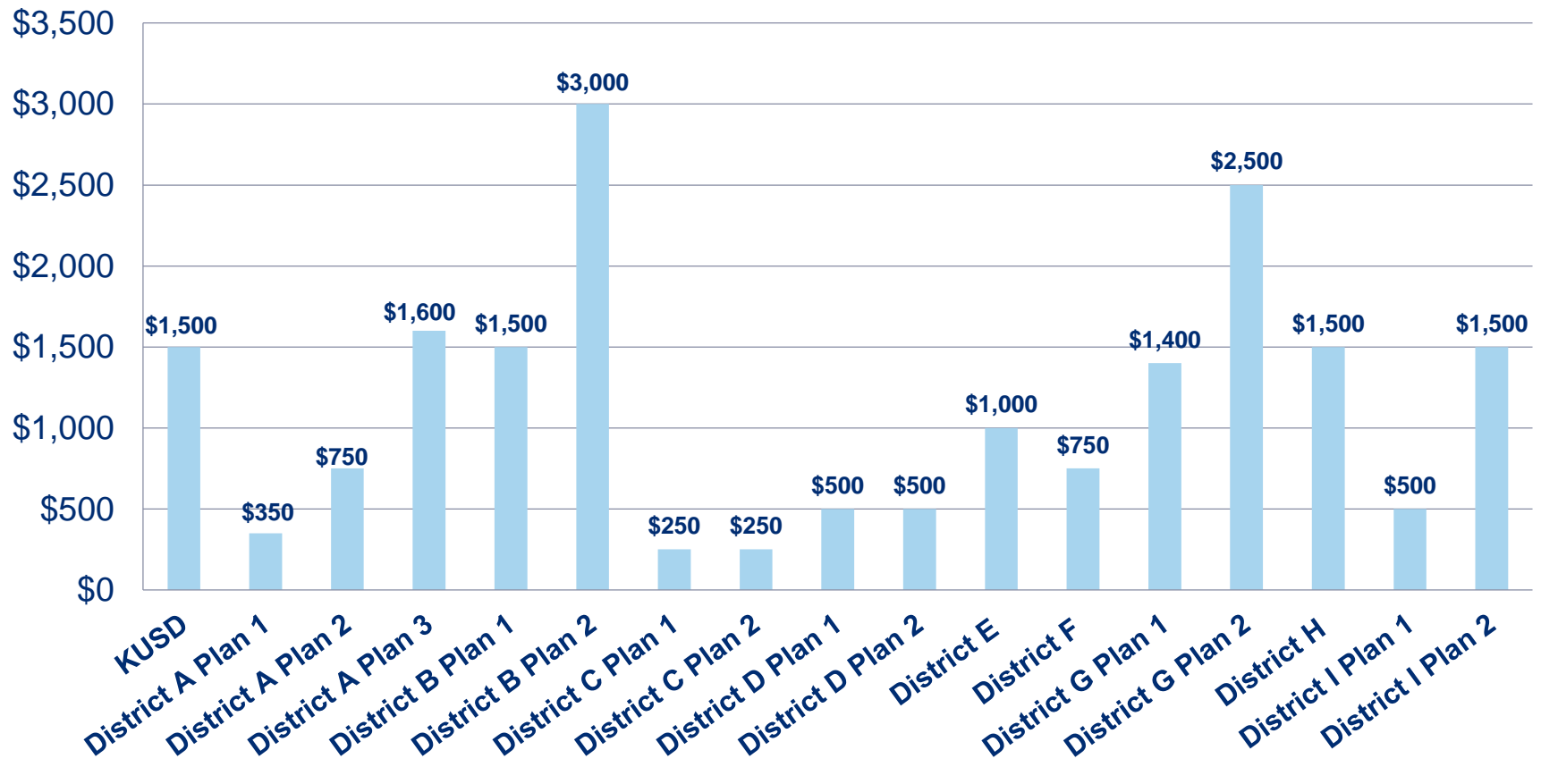
- Background
 - KUSD compared to 9 SE Wisconsin School Districts
 - Individual benchmarks important, but plan designs, employee contributions and salary should be considered in totality
- Summary
 - KUSD medical plan design on par with benchmarks (some above or below)
 - Some districts offer medical plan choice, while others do not
 - Continued Trends
 - Plan designs to promote consumerism
 - High(er) Deductible health plans
 - Increasing employee benefit cost share

Current Medical Plan

In-Network Plan Design	Current Plan
Annual Deductible	\$1,500 / \$3,000
Coinsurance	10%
Maximum Out-of-Pocket	\$3,000 / \$6,000
Preventive / Wellness Care	Covered at 100%
Physician/Specialist Visits	Subject to Deductible and Coinsurance
Urgent Care Visit	Subject to Deductible and Coinsurance
Emergency Room Visit	Subject to Deductible and Coinsurance
Inpatient Hospital Care	Subject to Deductible and Coinsurance
Pharmacy Benefits Tier 1, 2, 3, Specialty	Subject to Deductible and Coinsurance
KUSD HSA Contributions	\$750 / \$1,500

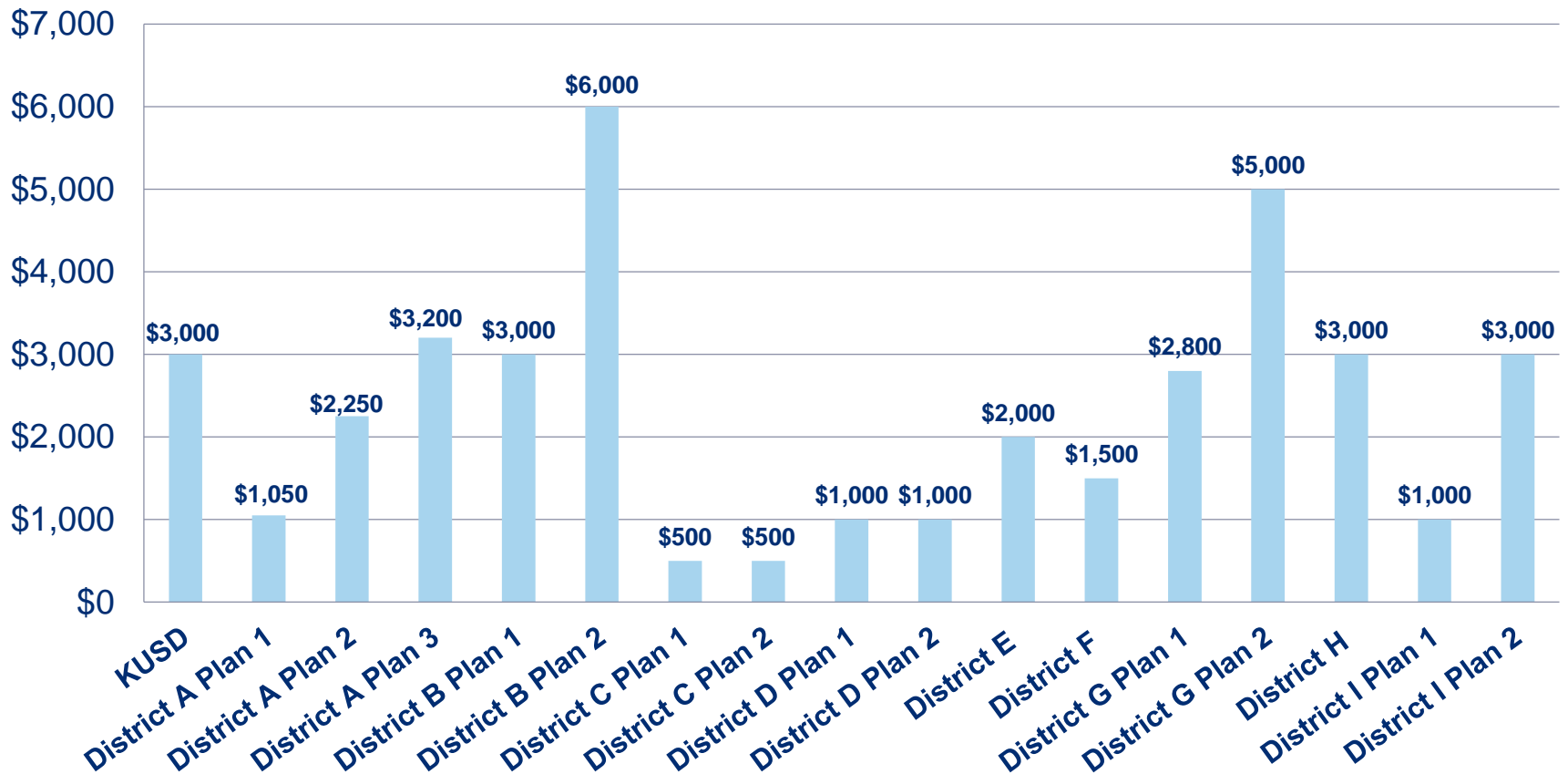
Benefit Benchmarks – Medical Plan Design

- In-network Deductible - SINGLE



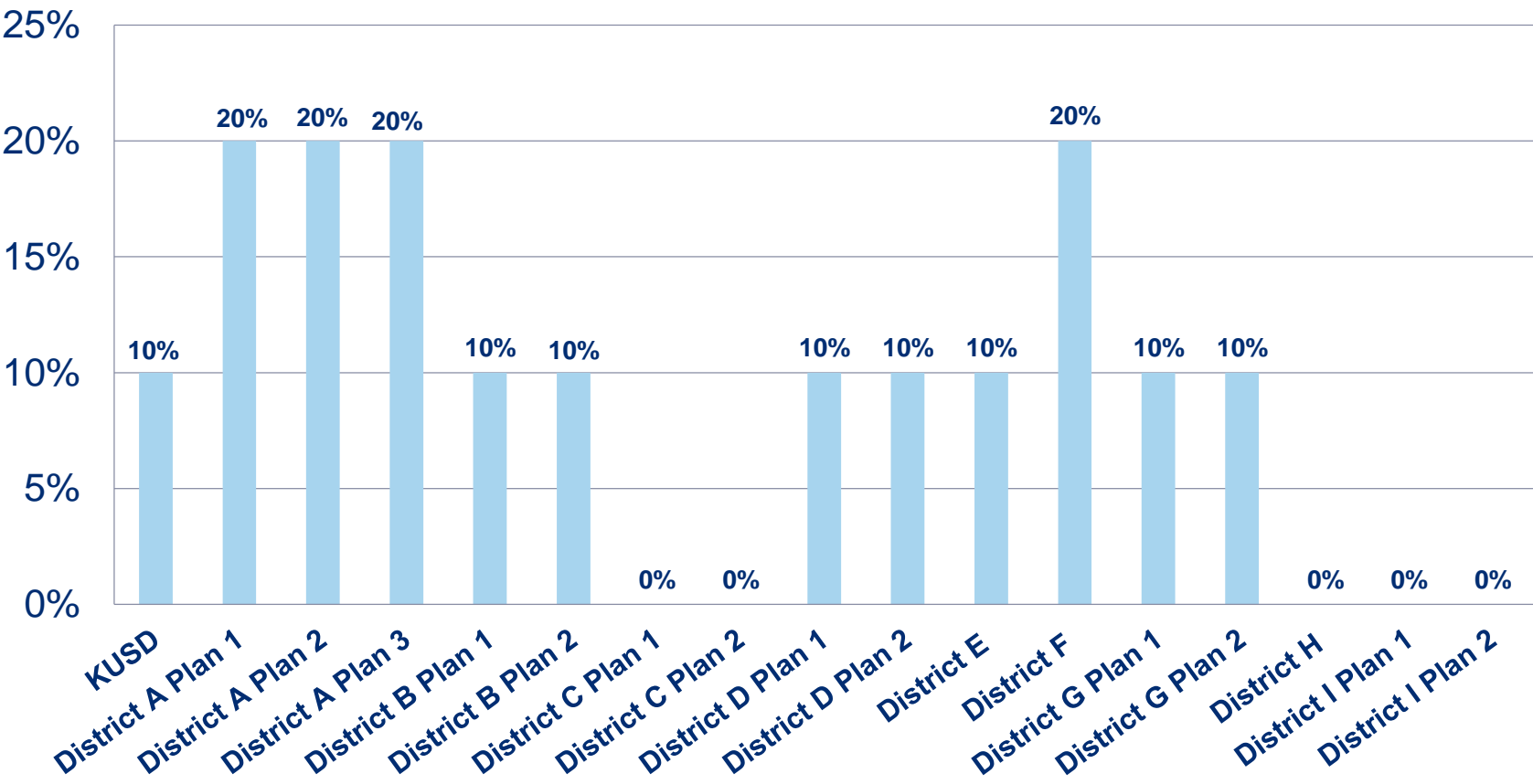
Benefit Benchmarks – Medical Plan Design

- In-network Deductible - FAMILY



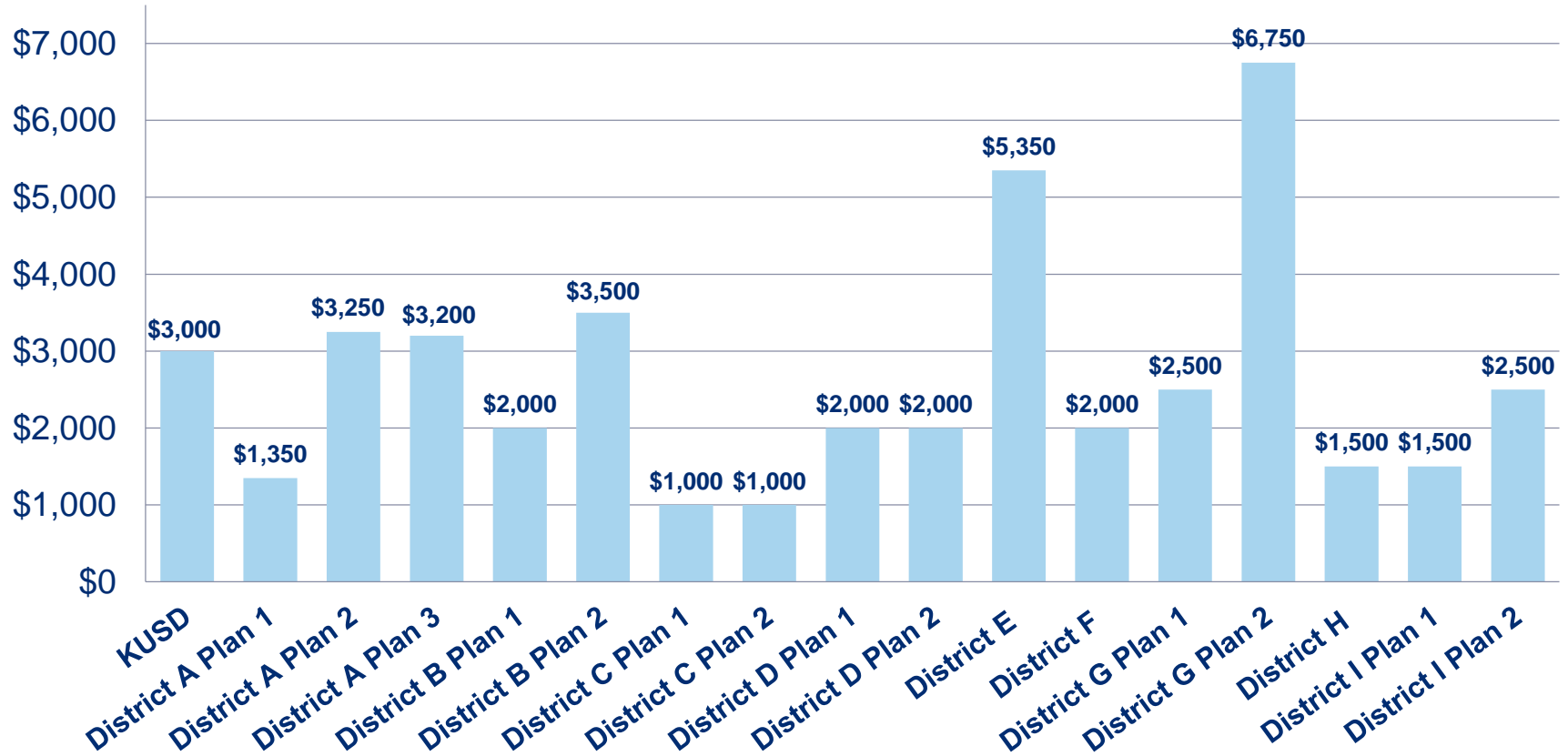
Benefit Benchmarks – Medical Plan Design

- In-network Coinsurance



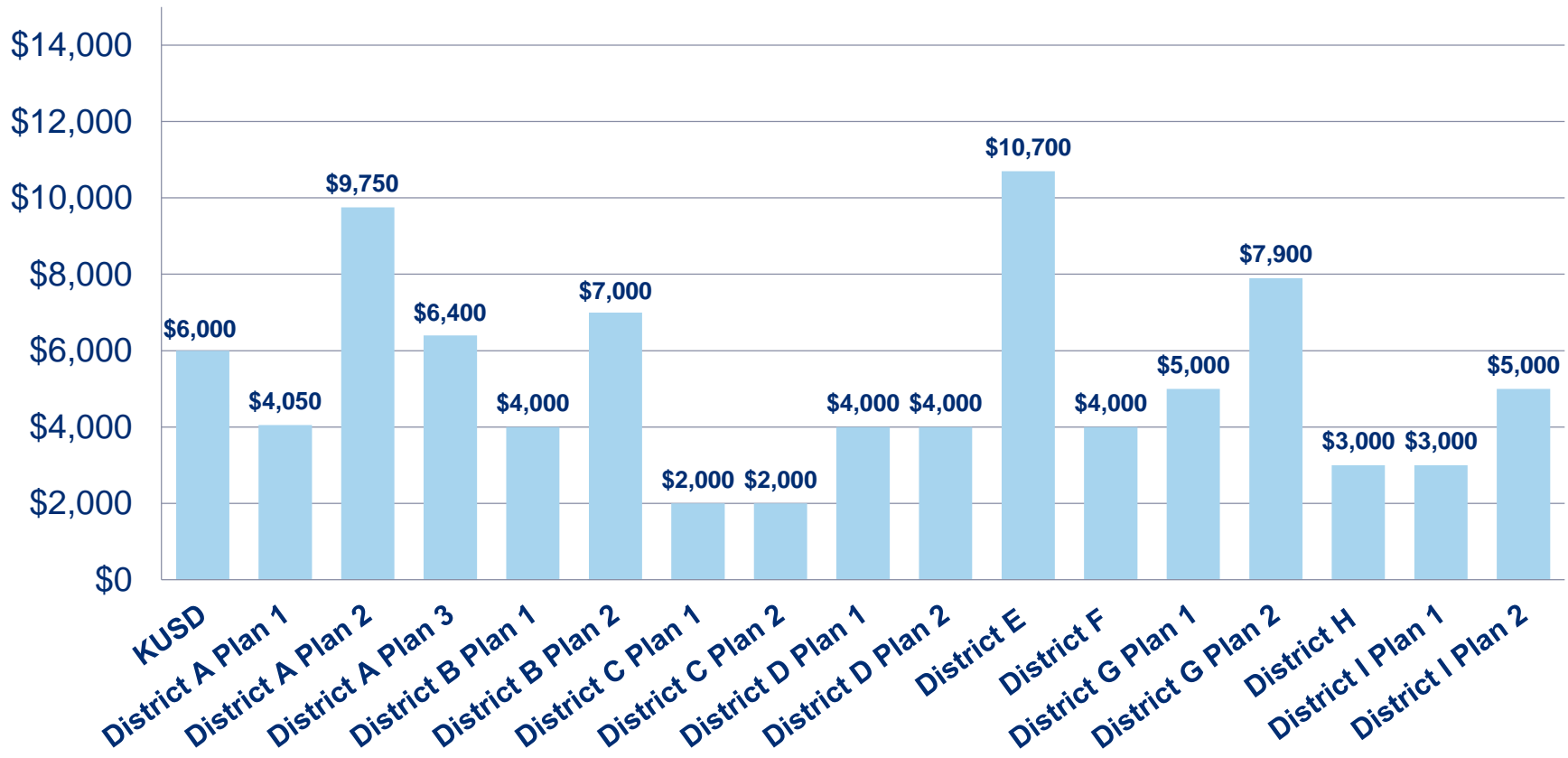
Benefit Benchmarks – Medical Plan Design

- In-Network Out-of-Pocket Maximum - SINGLE



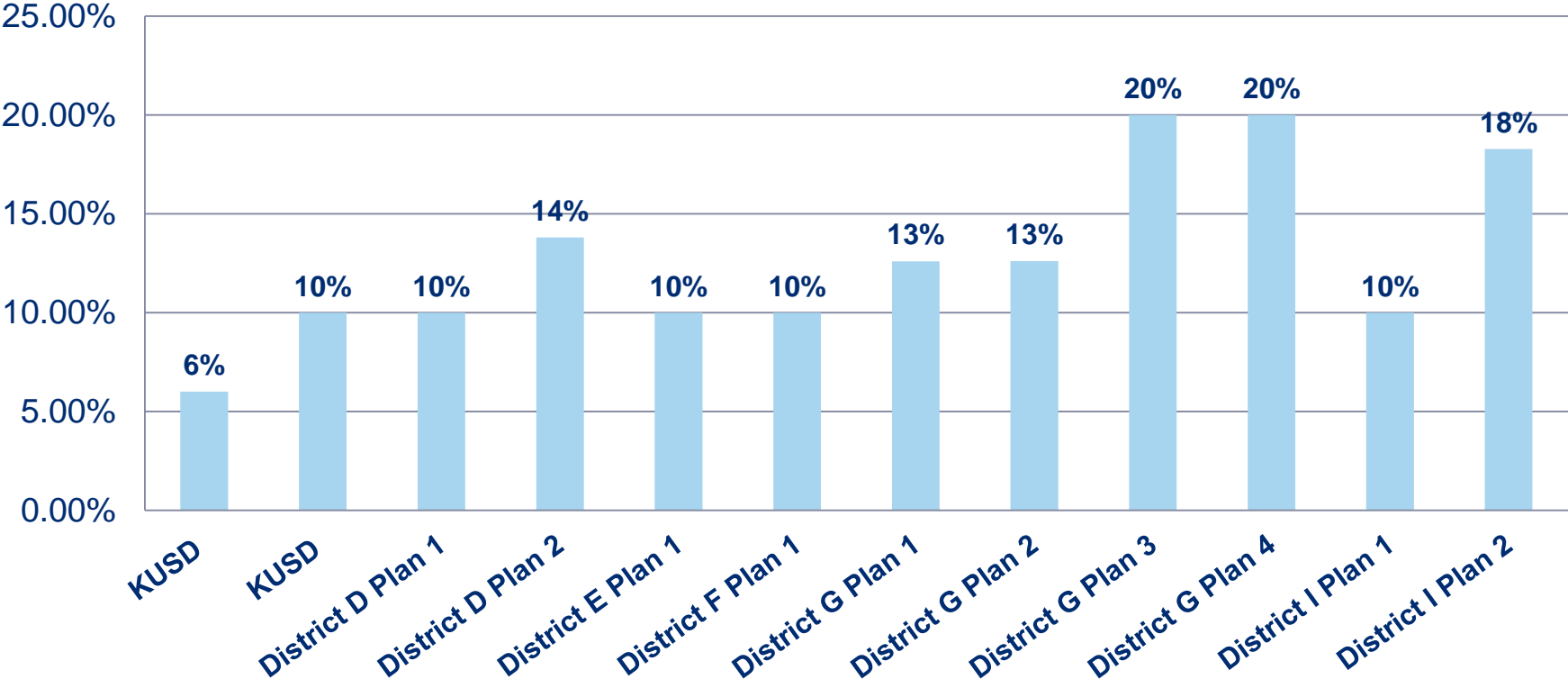
Benefit Benchmarks – Medical Plan Design

- In-Network Out-of-Pocket Maximum - FAMILY



Benefit Benchmarks – Medical Plan Contributions

- Employee Premium Contributions – Percent of Total



Medical Plan – Current and Future Considerations

- July 1, 2021 Medical Renewal
 - Fully-Insured
 - Final year of 3-year rate guarantee; 9.5% rate guarantee
 - Actual renewal calculation called for approximate 33% increase, but capped at 9.5% because of guarantee
 - Single Medical Plan Offering – HSA-Qualified Plan with \$1,500/\$3,000 Deductible
- Medical Plan Marketing
 - Broad vs. Narrow Networks (where applicable)
 - UHC
 - WEA
 - Anthem
 - Humana
 - Network Health Plan
 - Other
 - Fully-insured vs. Self-funded Arrangement
 - Compare short-term vs. long-term costs for KUSD

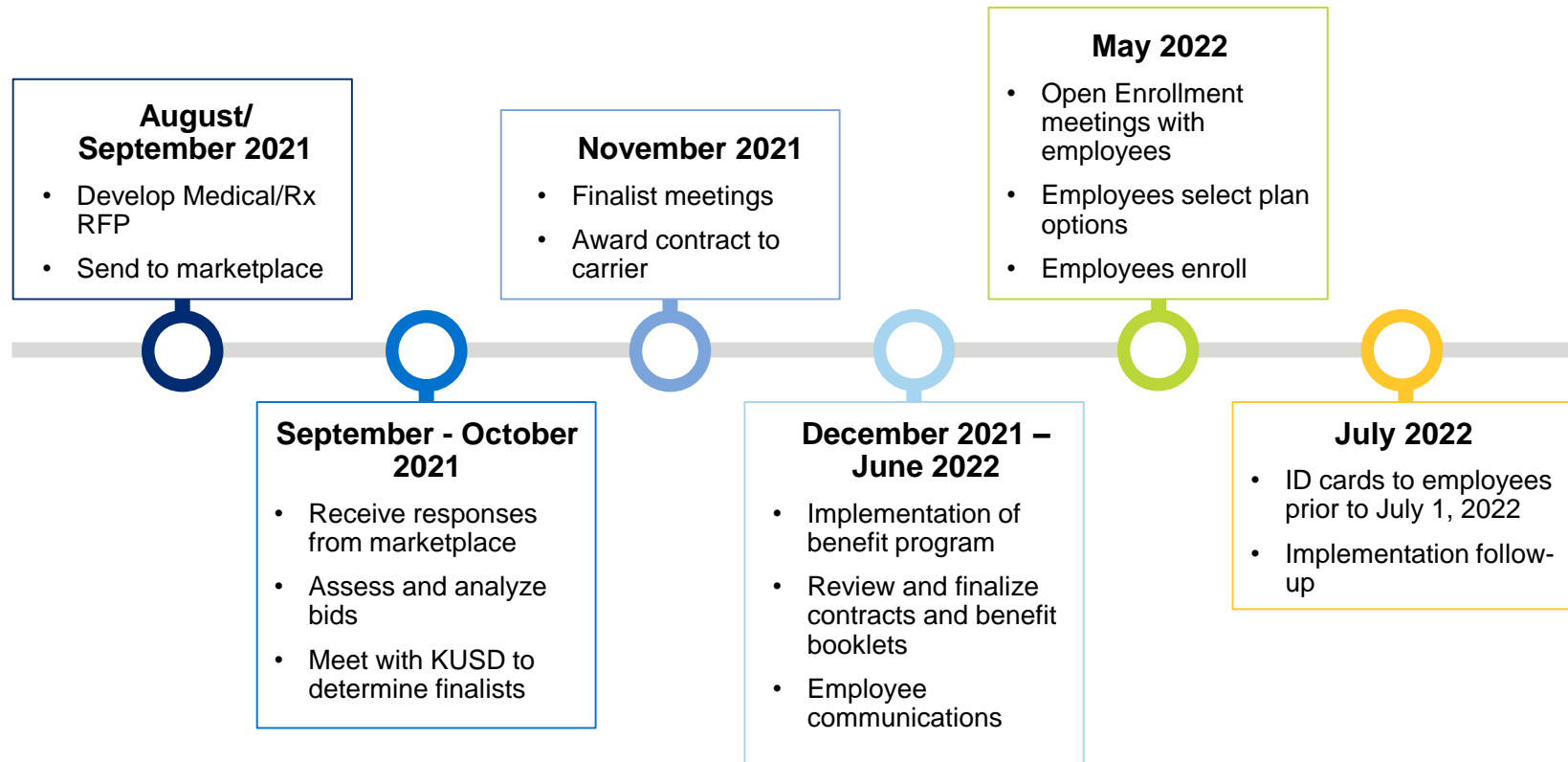
Medical Plan – Future Considerations (cont'd)

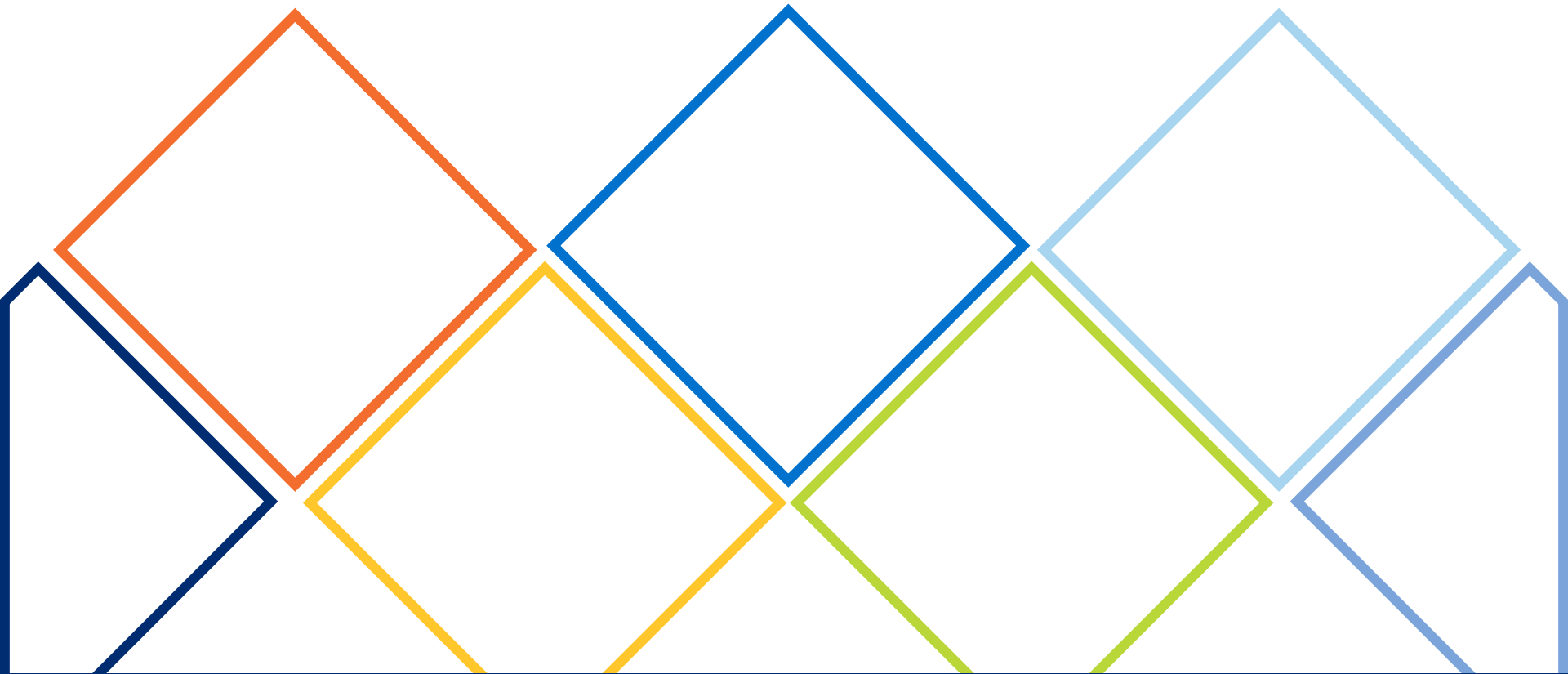
- Plan Design Considerations
 - Continue to offer single qualified plan
 - Increase number of plans from 1 to 2
 - PROS: Provides choice; depending on plan design, may reduce potential barriers to care
 - CONS: Reduces administrative efficiency and increases complexity for employees
- Continue Developing Wellness Program
 - Biometrics
 - Health Risk Assessment
- Nearsite Clinic Considerations
 - Primary Care
 - PT
 - Prescription Drugs

Medical Plan – Future Considerations Cont'd

- Increasing rate tier structure from 2 to 3 or 4
 - Employee
 - Family
 - Employee
 - Limited Family
 - Family
 - Employee
 - Employee / Spouse
 - Employee / Child(ren)
 - Family
- Streamlining employee medical contribution levels
 - 6%, 10% based on class
 - 10% contributors are: Interpreters, Secretaries, AST, Carpenters, Painters, Teachers, Service (Custodial, Maintenance and Grounds)
 - 6% contributors are: ESP (Educational Support Professional) and Food Service
- Evaluating generous benefit eligibility requirements
 - Current ACA requirements for health insurance is 30 hours per week
 - KUSD offers health insurance to employees working 17.5 hours per week
 - Other Districts tend to be closer to the 30 hours per week

KUSD Marketing Timeline





Questions?

Kenosha Unified School District

Audit/Budget/Finance Committee Meeting

June 1, 2021 / 6:00 P.M. | ESC Boardroom & Virtual

		Members: Yolanda Adams, Chair/School Bd. Member Todd Battle, School Board Member Tony Garcia, School Board Member Elizabeth Baker, Community Member Stanley Washington, Community Member Rachel Wickersheim, Community Member Peter Wilson, Community Member Dayanara Espinoza Student Member Quentin Smith, Student Member Anthony Jordan, Staff Member Eric Santos, Staff Member Please read: Agenda Packet Please bring: N/A
Meeting called by	Yolanda Adams	
Type of meeting	Audit/Budget/Finance	
Facilitator	Yolanda Adams	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

Topic and Presenter		Outcome	Time allotted
1.	Welcome/Review of Operating Principles – Adams (pages 1-2)	Sharing	5 Minutes
2.	Review of April 13, 2021 Minutes – Adams (page 3-4)	Review	2 Minutes
3.	Fiscal 2020-21 Salary and Benefit Budget to Actual Review – Hamdan (pages 5-8)	Sharing/Discussion	33 Minutes
4.	Evaluation of Operating Principles - Adams <ul style="list-style-type: none">Fist to FiveWere we successful in achieving the stated outcomes for the meeting?	Evaluating	5 Minutes

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A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Ms. Adams was called to order at 5:00 P.M. with the following Committee members present: Mr. Garcia, Ms. Baker (virtual), Mr. Washington (virtual), Mr. Wilson (virtual), Mr. Smith (virtual), Mr. Jordan (virtual), Mr. Santos (virtual), and Ms. Adams. Dr. Savaglio-Jarvis and Mr. Hamdan were also present. Mr. Battle was excused. Ms. Wickersheim and Ms. Espinoza were absent.

Welcome/Review of Operating Principals

Ms. Adams welcomed those in attendance and reviewed the operating principles contained in the agenda.

Review of February 9, 2021 Minutes

There were no suggested changes made for the minutes.

Stimulus Funding Update

Mr. Tarik Hamdan, Chief Financial Officer, presented the Stimulus Funding Update. He updated the committee on the following sources of funding for the district:

- The Coronavirus Aid, Relief and Economic Security (CARES) Act which created the following two one-time sources of funding for the district:
 - the Elementary and Secondary School Emergency Relief (ESSER I) Grant in the amount of approximately \$4.6 MM. A plan for these funds was adopted by the Board at the October 27, 2020 meeting. Funds must be spent by September 20, 2022 and can only be expended on items noted by the Department of Public Instruction (DPI) such as preparedness and response to COVID-19, addressing long-term school closures, educational technology, outreach and service delivery to special populations, addressing afterschool and summer learning, mental health services and supports, and/or continued staff employment.
 - The Governor's Education Emergency Relief (GEER) Fund in the amount of approximately \$2.9 MM. Funds must be spent by September 20, 2022 and can only be expended on items noted by the Department of Public Instruction (DPI) such as health and safety, infrastructure and schedule modifications, and/or remote and distance learning.
- The Coronavirus Response and Relief Supplemental Appropriations (CRRSA) created the following one-time source of funding for the district:
 - Elementary and Secondary School Emergency Relief (ESSER II) Grant in the amount of approximately \$19.98 MM. The district's funding is based on the 90% Title I formula; therefore, the district will not be eligible for a share of the 10% discretionary allocation. Funds must be spent by September 30, 2023 and should be expended to mitigate learning loss, restore and maintain high-quality learning environments, safely reopen schools, and considered for the needs of its most vulnerable students.

- The American Rescue Plan Act (ARPA) created the following one-time source of funding for the district:
 - Elementary and Secondary School Emergency Relief (ESSER III) in which amounts have not been released as of yet. It is estimated to be approximately \$40 MM which would need to be spent by September 30, 2024. Guidance on how the funds should be expended have not been disclosed as of yet; however, it is anticipated to be similar to those under the ESSER II Grant.

As done in October for the initial ESSER Grant funds, Administration will present a detailed spreadsheet to the Board with proposed expenditures.

Evaluation of Operating Principals

Ms. Adams asked members to rate the committee meeting as to success in achieving the goals of the meeting. All ratings given were 5s.

The next meeting will take place on June 1, 2021 at 6:00 p.m.

Meeting adjourned at 5:34 p.m.

Stacy Stephens
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin

June 1, 2021

Fiscal 2020-21 Salary and Benefit Budget to Actual Review

As we approach the end of the fiscal year 2020-21, the administration is providing a summarized budget-to-actual analysis covering the key budgetary items of salaries for our largest staff groups (Teachers-attachment A and AST-attachment B) as well as Health & Dental insurance for all eligible staff-attachment C) The analysis is based on the most current available payroll data that ran on May 19th, 2021 (earnings through May 15th, timesheet hours through May 8th).

In KUSD, we have additional complexities that must be considered to perform a payroll analysis.

- Full-Time Equivalent (FTE) staff can be salaried (e.g. Teachers and Administrators/Supervisory/Technical) or hourly (e.g. Educational Support Professionals, Carpenters & Painters, Service, Administrative Support Professionals, and Interpreters)
- Staff can be either 12-month or 10-month
 - 12-month staff have a 260 day work calendar (YTD 228/260 = 87.69%)
 - 10-month staff may have various work calendars
 - 195 day for Teachers (YTD 177/195 = 90.77%)
 - 187 days for ESP (YTD 170.5/187 = 91.18%)
 - 215 days for ASP (YTD 187/215 = 86.98%)
- 10-month staff may elect the option to be paid over 26 pay periods
 - Salary expenses are still recognized at the time they occur (earned)
 - Earned but unpaid wages are held in escrow to fund the additional pay periods during the summer
- The majority of our benefit-eligible staff are 10-month staff
 - Benefit expensing and deductions only run on 20 pay periods to align with the 10-month staff earnings calendars (YTD 18/20 = 90%)
- FTE positions are budgeted and annualized through position budgeting
 - There are grant-funded positions
 - There are district-funded positions
 - Some of the district-funded positions are budgeted through our instrumentality charter schools
- Non-FTE positions are budgeted through various discretionary accounts

This update is being provided to the Audit/Budget/Finance Committee as an informational item only. These highlighted components only represent a piece of the full budget picture. Final year-end results will be impacted by variances (+/-) in the many other budget line items.

Teacher Salaries Analysis (as of May 19th payroll)

Attachment A

Mlocation Category	(Multiple Items)
Blocation Category	(All)
Blocation	(All)

Fund	Funding	Object Type	Full Object	Values			
				Sum of Budget	Sum of Expended	Sum of Balance	Sum of % Spent
10	District	100-Salaries	2113-Perm FT teachers	\$73,837,911	\$64,365,909	\$9,472,002	87.17%
			2114-Perm FT teacher consultant	\$153,260	\$81,023	\$72,237	52.87%
			2115-Perm FT other professionals	\$69,246	\$62,854	\$6,392	90.77%
		100-Salaries Total		\$74,060,417	\$64,509,786	\$9,550,631	87.10%
		District Total		\$74,060,417	\$64,509,786	\$9,550,631	87.10%
10 Total				\$74,060,417	\$64,509,786	\$9,550,631	87.10%
27	District	100-Salaries	2113-Perm FT teachers	\$22,673,189	\$19,745,147	\$2,928,042	87.09%
			2114-Perm FT teacher consultant	\$286,493	\$202,388	\$84,104	70.64%
			2115-Perm FT other professionals	\$197,320	\$131,509	\$65,811	66.65%
		100-Salaries Total		\$23,157,002	\$20,079,045	\$3,077,957	86.71%
		District Total		\$23,157,002	\$20,079,045	\$3,077,957	86.71%
27 Total				\$23,157,002	\$20,079,045	\$3,077,957	86.71%
Grand Total				\$97,217,419	\$84,588,831	\$12,628,588	87.01%

Expected % Spent	90.77%
YTD Variance %	-3.76%
Projected Variance %	-4.14%
Projected Variance \$	-\$4,027,074

AST Salaries Analysis (as of May 19th payroll)

Attachment B

Mlocation Category	(Multiple Items)
Blocation Category	(All)
Blocation	(All)

Fund	Funding	Object Type	Full Object	Values			
				Sum of Budget	Sum of Expended	Sum of Balance	Sum of % Spent
10	District	100-Salaries	2110-Perm FT Administrator	\$8,423,283	\$7,121,894	\$1,301,389	84.55%
			2111-Perm FT Supervisory	\$1,675,305	\$1,678,555	-\$3,250	100.19%
			2112-Perm FT Technical	\$3,509,035	\$2,846,199	\$662,836	81.11%
		100-Salaries Total		\$13,607,623	\$11,646,648	\$1,960,975	85.59%
		District Total		\$13,607,623	\$11,646,648	\$1,960,975	85.59%
10 Total				\$13,607,623	\$11,646,648	\$1,960,975	85.59%
27	District	100-Salaries	2110-Perm FT Administrator	\$208,599	\$182,925	\$25,674	87.69%
			2112-Perm FT Technical	\$126,555	\$110,979	\$15,576	87.69%
		100-Salaries Total		\$335,154	\$293,904	\$41,250	87.69%
		District Total		\$335,154	\$293,904	\$41,250	87.69%
27 Total				\$335,154	\$293,904	\$41,250	87.69%
Grand Total				\$13,942,777	\$11,940,552	\$2,002,225	85.64%

Expected % Spent	87.69%
YTD Variance %	-2.05%
Projected Variance %	-2.34%
Projected Variance \$	-\$325,952

Health and Dental Analysis (as of May 19th payroll)

Attachment C

Mlocation Category	(Multiple Items)
Blocation Category	(All)
Blocation	(All)

Fund	Funding	Object Type	Full Object	Values			
				Sum of Budget	Sum of Expended	Sum of Balance	Sum of % Spent
10	District	200-Benefits	2241-Health insurance	\$23,203,423	\$19,731,760	\$3,471,664	85.04%
			2243-Dental insurance	\$1,668,210	\$1,421,994	\$246,216	85.24%
		200-Benefits Total		\$24,871,634	\$21,153,753	\$3,717,880	85.05%
	District Total		\$24,871,634	\$21,153,753	\$3,717,880	85.05%	
10 Total				\$24,871,634	\$21,153,753	\$3,717,880	85.05%
27	District	200-Benefits	2241-Health insurance	\$7,212,004	\$6,399,063	\$812,941	88.73%
			2243-Dental insurance	\$525,091	\$464,172	\$60,919	88.40%
		200-Benefits Total		\$7,737,095	\$6,863,235	\$873,859	88.71%
	District Total		\$7,737,095	\$6,863,235	\$873,859	88.71%	
27 Total				\$7,737,095	\$6,863,235	\$873,859	88.71%
Grand Total				\$32,608,728	\$28,016,989	\$4,591,739	85.92%

Expected % Spent	90.00%
YTD Variance %	-4.08%
Projected Variance %	-4.53%
Projected Variance \$	-\$1,478,262

Kenosha Unified School District Planning/Facilities Committee Meeting

June 1, 2021 | 7:00 P.M. | ESC Boardroom & Virtual

		Members: Dan Wade, Chair/School Board Member Mary Modder, School Board Member Rebecca Stevens, School Board Member Cathryn Bothe, Community Member Johnathon George Student Member Kameron Jester, Student Member Matt St. Martin, Staff Member Duane Sturino, Staff Member Please read: Agenda Packet Please bring: N/A
Meeting called by	Dan Wade	
Type of meeting	Planning/Facilities	
Facilitator	Dan Wade	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

Topic and Presenter		Outcome	Time allotted
1.	Welcome/Review of Operating Principles – Wade (see pages 1-2)	Sharing	5 Minutes
2.	Review of April 13, 2021 Minutes – Wade (page 3)	Review	2 Minutes
3.	Covid-19 Related Spending for PPE & Disinfection - Finnemore (pages 4-8)	Sharing/Discussion	33 Minutes
4.	Evaluation of Operating Principles - Wade <ul style="list-style-type: none">Fist to FiveWere we successful in achieving the stated outcomes for the meeting?	Sharing	5 Minutes

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Resources:

Special notes:

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Therefore, we will be open and honest with each other and use straight talk to increase clarity and focus.

Use of Our Time

The time of each member is a valued resource. We are committed to being efficient and productive in our use of time.

We believe that time is a critical component of our success, good use of time keeps us focused with no needless digression and that time is a non-renewable resource so we must use it wisely.

Therefore, we commit to:

- 1. Start on time and end on time.**
- 2. Assure that purposes for our meetings and interactions are clear with a timeframe in mind**
- 3. Structure our meetings effectively to ensure that we stay on track**

Listening

Each participant brings a unique background, set of experiences, expertise and perspective. Our effectiveness as team members depends on our ability to access and leverage our diversity.

Therefore, we will actively solicit others' ideas/perspectives and listen to each other with the intent of understanding and learning.

Accomplishment and Optimism

It is easy to get caught in the trap of problems, breakdowns and what is not working. This trap has the power to make us feel overburdened and discouraged.

Therefore, agree to interrupt the negativity by periodically:

- **Acknowledging and identifying barriers without fixating on them.**
- **Noting what is working**
- **Speaking what we have accomplished**
- **Acknowledging the contributions and accomplishments of others.**

Responsibility for Self

It is easy to allow past stories, interpretations and relationships to interfere with our present effectiveness.

Therefore, we agree to:

- **Check our alliances, disagreements, unhelpful stories at the door**
- **Assume a positive predisposition towards one another**
- **Be open to discussing how things are going with each other within the meeting**
- **Commit to our own participation**



KENOSHA UNIFIED SCHOOL BOARD
PLANNING/FACILITIES MEETING
Educational Support Center – Room 110
April 13, 2021
MINUTES

A meeting of the Kenosha Unified Planning/Facilities Committee chaired by Mr. Wade was called to order at 6:00 P.M. with the following committee members present: Mrs. Modder, Ms. Stevens, Mr. St. Martin (virtual), Mr. Sturino (virtually) and Mr. Wade. Dr. Savaglio-Jarvis, Ms. Adams, and Mr. Finnemore were also present. Ms. Bothe, Mr. George, and Ms. Jester were absent.

Welcome/Review of Operating Principles

Mr. Wade welcomed participants and noted the operating principles contained in the agenda.

Review of February 9, 2021 Minutes

Ms. Stevens requested that the February 9, 2021 minutes note that Ms. Adams was also present. Mrs. Stephens noted that she would adjust the minutes to add the request.

School Security Update

Mr. Patrick Finnemore, Director of Facilities, gave a PowerPoint presentation which covered the following School Security Update topics: 2017 WI Act 143 & Department of Justice Office of School Safety, school safety plan update, school safety assessments, training update, and technology update and demonstrations.

When discussing the 2017 WI Act 143, Ms. Stevens requested a copy of the list of staff who participated in the required adolescent mental health training this year.

When discussing the school safety plan update in relation to a future addition of a pandemic plan, Ms. Stevens requested a copy of Green Bay Public School District's pandemic plan.

When discussing the technology update and demonstrations, Mr. Finnemore was not able to access the Raptor Visitor Management video; therefore, he indicated that he would have it forwarded to the committee.

Evaluation of Operating Principles

Mr. Wade asked committee members to use the fist to 5 rating scale to indicate how well the committee accomplished the goals. Ratings all consisted of 4 and 5 ratings.

The next meeting will take place on June 1, 2021 at 7:00 p.m.

Meeting adjourned at 6:42 p.m.

Stacy Stephens
School Board Secretary

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

June 8, 2021

COVID-19 RELATED SPENDING FOR PPE & DISINFECTION

Background:

The past 15 months have been unique for all of us and have resulted in the procurement of a great deal of products to allow for students and staff to be in-person in our schools as safely as possible. This report and the attachment summarize a large portion of those purchases related to KUSD student and staff health and safety during the COVID-19 pandemic. The attachment is split into two sections; the first section are those items purchased by KUSD, and the second section are those items received for free from either the State of Wisconsin or Kenosha County. It should also be noted that certain individual schools or departments may have purchased or received donations of items such as face masks that are not reflected in this report.

There are a variety of items purchased or donated, and they include:

- Face masks – cloth and disposable
- Face shields
- N95 and KN95 masks
- Disposable gloves
- Washable and Disposable isolation gowns
- Touch-free thermometers
- Hand sanitizer
- Protaxis disinfectant sprayers and tablets
- Classroom and office disinfectant bottles, products, rags and paper towels
- Food waste containers for meals in classrooms

The attachment to this report provides quantity and cost details on each item. The following are some of the key statistics related to the purchased and donated products:

- Overall, KUSD has spent \$733,683.52 on the purchased items
- 287,668 cloth or disposable face masks were purchased or donated
- 15,580 N95 or KN95 masks were purchased or donated with over 73% of them being donated
- 18,440,000 mL (623,531 oz) of hand sanitizer was purchased or donated

- 34,200 Purtab tablets used for disinfecting and sanitizing with the Protexis sprayers have been used this year to date

The funding for all of this has been a combination of ESSER grant funds, wellness money through the health insurance program, and general fund money with the far majority being funded by ESSER funds.

In addition to the procurement of all of these items, we have experienced some major changes in how we operate and support our schools. Some of those changes will be in place again next year, and others will probably be a part of our operations well beyond that. One obvious example is the continued use of the Protexis sprayers whether it be for Covid-19 or any number of other communicable diseases. The sprayers are used daily in every school in the district whether it be in classrooms and offices, the cafeterias, after athletic practices or games, the weight rooms, music rooms, etc.

Dr. Sue Savaglio-Jarvis
Superintendent of Schools

Mr. Patrick M. Finnemore, PE
Director of Facilities

**Kenosha Unified School District
Preparedness and Response to COVID-19**

ITEMS PURCHASED BY THE DISTRICT

Item	Quantity	Total Cost	Notes
STUDENT PPE			
KUSD Logo Cloth Masks	110,000 masks	\$ 95,700.00	5 per student
Solid Blue Cloth Masks - Small/Child Size	15,000 masks	29,250.00	2 per student / for in-person students in PK-3rd Grade
Disposable Masks	15,000 masks	3,360.00	Backup supply for students
Clip-On Breakaway Lanyards	12,000 lanyards	10,320.00	For elementary school students' masks
Subtotal - STUDENT PPE:		\$ 138,630.00	
STAFF PPE			
KUSD Strong Gaiters	8,000 gaiters	\$ 26,800.00	2 per employee
KUSD Strong Cloth Masks	8,000 masks	15,600.00	2 per employee
Solid Blue Cloth Masks	10,000 masks	19,500.00	2 per employee
ClearMask® Transparent Masks	10,368 masks	26,956.80	2 per employee
Face Shields	4,000 shields	10,400.00	1 per employee
Disposable Masks	5,000 masks	1,120.00	Backup supply for staff and visitors
Subtotal - STAFF PPE:		\$ 100,376.80	
CLASS/STAFF SPECIFIC PPE			
N95 Masks	3,400 masks	\$ 12,100.00	For isolation room & ID classroom staff
KN95 Masks	700 masks	876.94	For isolation room & ID classroom staff
Washable Isolation Gowns	1,120 gowns	4,312.00	For isolation room & ID classroom staff @ high schools
Disposable Isolation Gowns	20,000 gowns	29,000.00	For isolation room & ID classroom staff
Disposable Gloves - 50 pair/box	750 boxes	13,500.00	For FACE classes
Disposable Gloves - 50 pair/box	100 boxes	1,800.00	For ID classrooms
Subtotal - CLASS/STAFF SPECIFIC PPE:		\$ 61,588.94	
HAND-SANITIZING STATIONS			
Alcohol-Free Foam Hand Sanitizer, 550mL countertop bottles	526 bottles	\$ 5,289.10	
Alcohol-Free Foam Hand Sanitizer, 1250mL refill bags	14,508 bags	135,601.44	
Manual Dispensers for Hand Sanitizer Bags	2,500 dispensers	-	No cost when purchased with bags
Subtotal - HAND-SANITIZING STATIONS:		\$ 140,890.54	

**Kenosha Unified School District
Preparedness and Response to COVID-19**

ITEMS PURCHASED BY THE DISTRICT (continued)

DISINFECTION EQUIPMENT & CHEMICALS

Protexus® PX200ES Handheld Electrostatic Disinfecting Sprayers	91	sprayers	\$	56,420.00	
Protexus® PX300ES Backpack Electrostatic Disinfecting Sprayers	8	sprayers		12,268.64	
PurTabs® 3.3g Effervescent Disinfecting & Sanitizing Tablets	34,200	tablets		7,032.76	For electrostatic sprayers
3M® 40A Disinfectant RCT Cleaner Concentrate, 64oz bottles	94	bottles		7,212.72	
3M® Flow Control Portable Dispensers	42	dispensers		504.00	For sprayers and hoses
Subtotal - DISINFECTION EQUIPMENT & CHEMICALS:			\$	75,721.40	

CLASSROOM CLEANING SUPPLIES

Towel Rental Services from 9/11/20 to 6/30/21	40,000+	towels	\$	152,800.00	White cloth towels (up to 4 per classroom per day)
Paper Towel Rolls	5,496	rolls		20,381.00	Brown paper towels
Flip-Top Caps	2,500	caps		1,400.00	For classroom spray bottles
Water Resistant Labels	8,100	labels		560.00	For classroom spray bottles
Wastebaskets, 28 qt.	79	baskets		289.14	For in-class breakfast & lunch
Recycling Wastebaskets, 41 qt.	24	baskets		256.32	For in-class breakfast & lunch
BRUTE® Containers/Barrels, 44 gal.	29	barrels		827.08	For in-class breakfast & lunch
Rolling Dollies for BRUTE® Containers/Barrels	34	dollies		935.68	For in-class breakfast & lunch
Rubbermaid® Service Carts w/ Cabinet	88	carts		30,800.00	For Music & Art Teachers
Rubbermaid® Service Cart Bins, 4 gal.	88	bins		2,904.00	For Music & Art Teachers
Plastic Pails, 1 gal.	80	pails		203.81	For Band Students
Subtotal - CLASSROOM CLEANING SUPPLIES:			\$	211,357.03	

MISCELLANEOUS EXPENSES

Shipping Charges	\$	4,308.81	
Printing/Copy Center Charges		810.00	
Subtotal - MISC. EXPENSES:		\$	5,118.81

TOTAL SPENT TO DATE: \$ 733,683.52

**Kenosha Unified School District
Preparedness and Response to COVID-19**

ITEMS ISSUED TO THE DISTRICT AT NO COST

FROM STATE OF WISCONSIN-DEPARTMENT OF HEALTH SERVICES

Touch-Free Digital Thermometers	82	thermometers
Solid White Cloth Masks, Regular/Adult Size	56,000	masks
Solid White Cloth Masks, Small/Child Size	14,000	masks
Disposable Masks, Regular/Adult Size	26,000	masks
Disposable Masks, Small/Child Size	7,800	masks
KN95 Masks	4,260	masks
N90 Masks	1,150	masks

FROM KENOSHA COUNTY-SHERIFF'S DEPARTMENT & HEALTH DEPARTMENT

Disposable Isolation Gowns	1,550	gowns
Disposable Shoe Covers	100	pairs
Disposable Masks	2,500	masks
Disposable Gloves - 50 pair/box	48	boxes
N95 Masks	1,220	masks
N90 Masks	50	masks
KN95 Masks	4800	masks
Face Shields	330	shields
Hand Sanitizer (80 % Alcohol Antiseptic Solution) - 1 Gallon	24	bottles
Hand Sanitizer (80 % Alcohol Antiseptic Solution) - 12oz	160	bottles
Hand Sanitizer (80 % Alcohol Antiseptic Solution) - 8oz	84	bottles

Kenosha Unified School District Curriculum/Program Committee Meeting

June 1, 2021 / 8:00 P.M. | ESC Boardroom & Virtual

		Members: Mary Modder, Chair/School Board Member Tony Garcia, School Board Member Dan Wade, School Board Member Bridget Heimstead, Community Member Andrew Levin, Community Member Todd Price, Community Member Avery Everman, Student Member Juan Gomez-Solis, Student Member Elizabeth Beere, Staff Member Annie Masters, Staff Member Please read: Agenda Packet Please bring: N/A
Meeting called by	Mary Modder	
Type of meeting	Curriculum/Program	
Facilitator	Mary Modder	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

Topic and Presenter		Outcome	Time allotted
1.	Welcome/Review of Operating Principles – Modder (see pages 1-2)	Sharing	5 Minutes
2.	Review of April 13, 2021 Minutes – Modder (page 3)	Review	2 Minutes
3.	Better Together 2021-22 Plan – Savaglio-Jarvis (pages 4-21)	Reactor Group	33 Minutes
4.	Evaluation of Operating Principles - Modder <ul style="list-style-type: none">Fist to FiveWere we successful in achieving the stated outcomes for the meeting?	Evaluating	5 Minutes

Other Information

Observers:

Resources:

Special notes:

Next Meeting: October 12, 2021

**Our Mission:**

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

Our Vision:

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

Operating Principles**Straight Talk**

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KENOSHA UNIFIED SCHOOL BOARD
CURRICULUM/PROGRAM MEETING
Educational Support Center – Room 110
April 13, 2021
MINUTES

A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Modder was called to order at 7:00 P.M. with the following committee members present: Mr. Garcia, Mr. Wade, Mr. Price, Ms. Everman (virtual), Ms. Beere (virtual), and Mrs. Modder. Ms. Heimstead and Mr. Levin arrived later. Dr. Savaglio-Jarvis, Ms. Adams, Ms. Stevens, Mrs. Housaman, Mr. Kearby, and Mrs. Lawler were also present. Mr. Gomez-Solis and Ms. Masters were absent.

Welcome/Review of Operating Principles

Mrs. Modder welcomed those in attendance and reviewed the operating principles contained in the agenda.

Review of February 9, 2021 Minutes

Mrs. Modder requested that the February 9, 2021 minutes note that Ms. Adams was also present. Mrs. Stephens noted that she would adjust the minutes to add the request.

Curriculum Adoptions Updates

Mrs. Julie Housaman, Chief Academic Officer; Mr. Che Kearby, Coordinator of Social Studies; and Mrs. Jennifer Lawler, Coordinator of Mathematics; gave a PowerPoint presentation entitled “Adoption of Instructional Material for Secondary Math and Social Studies” which covered the following topics: KUSD curriculum review process, instructional material review process, recommendation, benefits, reviewer feedback on Real Math, and implementation support.

Mr. Levin (virtual) and Ms. Heimstead (virtual) arrived at 7:23 P.M.

The PowerPoint presentation will be added to the district’s website so that it can be easily accessed by the public.

Evaluation of Operating Principals

Mrs. Modder asked members to rate the committee meeting as to success in achieving the goals of this meeting. All ratings given were 5s.

The next meeting will take place on June 1, 2021 at 8:00 p.m.

Meeting adjourned at 7:37 P.M.

Stacy Stephens
School Board Secretary



Kenosha Unified School District

Staff and Community Feedback Sessions

PURPOSE

This session aims to achieve the following:

- Administration will share an overview of the draft Better Together plan for the 2021-22 academic year
 - In-person mitigation strategies and instruction
 - Virtual instruction
- Participants will be invited to provide feedback for consideration in updating the draft Better Together 2021-22 plan prior to the Board of Education review and finally vote

HOW DID WE ARRIVE HERE?

KUSD convened two groups representing a cross-section of staff who provided recommendations for the best possible in-person and virtual learning environment solutions for the 2021-22 school year.

Objectives:

- Develop a sustainable solution that supports both student and district outcomes
- Recover students lost during the pandemic
- Utilize feedback in the decision making processes

CONSIDERATIONS



**STUDENT
OUTCOMES**



SAFETY



**FINANCIAL
RESOURCES**



**HUMAN
RESOURCES**



**TIME TO
DEPLOYMENT**



SUSTAINABILITY

PHASES OF DECISION MAKING





Better Together 2021-22 is a fluid plan. The district will work closely with local, state and federal health agencies to closely monitor the state of the pandemic. There is nothing within this plan that precludes the district from closing buildings and implementing virtual learning for all students for any given period of time if necessary as the pandemic evolves.

IN-PERSON LEARNING: MITIGATION

- Masks for staff and students continue
 - Will monitor all CDC and KCPH updated recommendations throughout summer
- Adjustments to physical distancing in line with CDC recommendations
 - Reasonable effort to maximize 3-foot physical distancing
- Staff to continue encouraging use of hand sanitizer and proper handwashing
 - Hand sanitizer available outside all classrooms and departments
- Continue minimization of shared equipment
- Reasonable effort will be made to maximize space in classrooms
- Cleaning/disinfecting solution available for shared equipment and at teacher discretion
- Quarantine protocols updated to include only symptomatic individuals
- Continued use of MERV 13 air filters districtwide
- Adjustments will be made as guidance evolves

IN-PERSON LEARNING: ALL

Beginning of year events = Virtual

- Registration, Open Houses, Parent Conferences/Meetings

Visitor Policy

- Parents = Virtual encouraged, in-person scheduled meetings with advance approval
- Outside Agencies = Defined academic purposes only with advance approval by building principal

Field Trips

- Walking only to outdoor/community service based locations
- All others postponed, monitoring of the pandemic will continue

IN-PERSON LEARNING: ELEMENTARY

We are encouraging all students and families to return to their school for in-person learning.

- Early Education will be held in person
- Safety protocols similar to the 2020-21 school year will be implemented
 - Physical distancing, masks, limited visitors, cohorting, etc.
- Students will remain with their classroom cohorts throughout the school day, including breakfast, lunch and recess
- Return to utilizing the library, art room, and music room for instruction
 - Instruction for these specific areas took place in individual classrooms during the 2020-21 school year
 - Gym will continue to be held in the gym as it was this year and prior
- Students may attend intervention groups for academic instruction

IN-PERSON LEARNING: SECONDARY

We are encouraging all students and families to return to their school for in-person learning.

- Return to pre-COVID middle school/high school schedule (7-8 periods per day).
 - Choice/Charters may differ based on their unique programs.
 - Friday instruction is in-person with normal early release.
- Small group student assemblies may be allowed with space/distancing considerations and approval from building principal (i.e. grade-level vs. whole-school assemblies).
- Continue to allow after-school activities to occur in-person for both in-person and virtual students with an approved written safety plan for mitigation from each advisor.
- Traditional events, such as homecoming and socials, will be re-evaluated prior to the start of the school year.
- Athletics and fine arts performances will continue with guidance from KCPH

VIRTUAL LEARNING: ELEMENTARY (K-5)

- Virtual learning for K-5 students will be offered through the Kenosha Unified K-5 Virtual Learning Program.
- Early education (3K and 4K) will be offered in person only.
- This program will be offered separate from each individual elementary school. Teachers will teach from a variety of schools and students will be enrolled at the schools where the teacher is located rather than their boundary school or choice/charter school. For example, if their assigned virtual teacher is house at Frank Elementary, the student will become a Frank Elementary student for the 2021-22 school year.
 - We will not know where students and teachers will be placed until after the application process is complete.

VIRTUAL LEARNING: ELEMENTARY (K-5)

- The K-5 Virtual Program will offer students a virtual learning environment that utilizes KUSD curriculum and requires students to engage in live virtual learning lessons with teachers per a daily outlined schedule similar to 2020-21.
- Individual Education Plans and Language Development Plans will be implemented and adjusted to support students' learning needs in the virtual learning environment.
- Students failing to meet expectations may be recommended to return to in-person learning at their home school for second semester.

VIRTUAL LEARNING: SECONDARY

- Kenosha eSchool will be utilized for the virtual learning in grades 6-12. eSchool is an asynchronous, or student-led, learning platform.
- eSchool provides students access to high-quality standards-driven curriculum in an environment that is self-paced and accommodates students' varying physical locations, individualized education plans, and time frames.
- Course offerings for eSchool are listed on the eSchool website. These will not encompass all of the same classes that are offered in person.
- Students failing to meet expectations may be recommended to return to in-person learning at their home school for second semester.

VIRTUAL LEARNING PROCESS

Families interested in the Kenosha Unified K-5 Virtual Learning Program or the 6-12 eSchool virtual learning option will be required to apply for admittance.

Once the Better Together 2021-22 plan is approved by the Board of Education, an application will be shared with families during forthcoming parent information sessions.

Families who are unable to attend an information session will be provided a recorded presentation to ensure they make an informed decision regarding their child's learning preference for the 2021-22 school year.

Those choosing to apply for the K-5 program or eSchool for the 2021-22 school year are required to stay virtual for the entire school year.

Early education (3K and 4K) will be offered in person only.

Reaction 1:

What information resonated
most with you today?

Reaction 2:

Are there any factors
you do not see
considered in the
information shared?

Reaction 3:

If you could change
one thing,
what would it be?



Summary & Next Steps

- Special board meeting for discussion and possible action to be held in June
- K-5 Virtual Learning Program and eSchool information sessions to be held following the June board meeting
- Parent/guardian virtual learning application process will be available following the June information sessions