



REGULAR BOARD MEETING

Tuesday, November 16, 2021

7:00 PM

**Indian Trail High School & Academy Auditorium
6800 60th St.
Kenosha, WI 53144**

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 Tuesday, November 16, 2021
 Indian Trail High School & Academy Auditorium
 6800 60th St.
 Kenosha, WI 53144
 7:00 PM

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Kenosha Unified School District
Kenosha, WI
November 16, 2021

The Office of Human Resources recommends the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE
Appointment	Ambrosio	Eric	Mahone Middle School	Online Support	ESP	10/21/2021	1
Appointment	Brown	Melinda	Tremper High School	E.D.	Instructional	10/29/2021	1
Appointment	Cabal	Odin	McKinley Elementary School	Special Education	ESP	10/28/2021	1
Appointment	Fox	Sarah	Roosevelt Elementary School	Night Custodian - Second Shift	Facilities	10/21/2021	1
Appointment	Garcia	Matthew	KTEC West	Night Custodian - Second Shift	Facilities	10/21/2021	1
Appointment	Griffin	Kyle	Teaching and Learning	Administrative Specialist (12 MO)	ASP	10/26/2021	1
Appointment	Haebig	Karina	Chavez Learning Station	Community and Student Support	ASP	11/05/2021	1
Appointment	Lee	LaTrenda	Jefferson Elementary School	Administrative Specialist (10 MO)	ASP	11/09/2021	1
Appointment	Reardon	Christine	Bradford High School	Special Education	ESP	10/25/2021	1
Appointment	Rommelfanger	Alicia	Tremper High School	Clerical	ESP	10/29/2021	0.75
Appointment	Schoenfeld	Sarah	Shoreland Lutheran High School	Classroom	ESP	10/18/2021	0.49
Appointment	Shumaker	Janette	Bradford High School	Clerical	ESP	10/11/2021	1
Appointment	Smith	Kristina	Office of Student Support	Social Worker	Instructional	11/04/2021	1
Appointment	Steiner	Christine	Human Resources	Coordinator - Human Resources	AST	11/08/2021	1
Appointment	Tregellas	Matthew	Indian Trail HS & Academy	Dean of Students	Instructional	11/02/2021	1
Appointment	Vignali	Andrea	Bradford High School	Special Education	ESP	11/01/2021	1
Appointment	Whitmore	Elisha	Title III/Bilingual	ESL Other Language	Instructional	11/01/2021	1
Appointment	Zuzinec	Albie	Nash Elementary School	Special Education	ESP	10/25/2021	1
Resignation	Dalton	Felicia	Office of Student Support	Social Worker	Instructional	11/12/2021	1
Resignation	Garcia	Gina J.	Head Start	Head Start	ESP	10/28/2021	0.5
Resignation	Goodlow	Jhalin	Indian Trail HS & Academy	Security	ESP	10/29/2021	1
Resignation	Kopczynski	Shelley	Grewenow Elementary School	Special Education	ESP	10/31/2021	1
Resignation	Kretchmer	Angela	Brass Community School	Math Intervention Specialist	Instructional	10/31/2021	1
Resignation	Leal	Cecilia	Forest Park Elementary School	Special Education	ESP	10/18/2021	1
Resignation	Perala	Jennifer	Information Services	Technology Support Technician	AST	10/22/2021	1
Resignation	Stinefast	Savanna	Roosevelt Elementary School	Information/Health Services	ESP	11/12/2021	1
Resignation	Valdez-Garcia	Jessica	Jefferson Elementary School	Special Education	ESP	10/25/2021	1
Retirement	Carerra	Carmen	Title III/Bilingual	ESL Other Language	Instructional	11/05/2021	1
Retirement	Davis	Roseann	Reuther Central High School	Night Custodian - Second Shift	Facilities	01/31/2022	1
Retirement	Kaelber	Melody	Bullen Middle School	Bullen Middle School	Instructional	11/01/2021	1
Retirement	Landgraf	James	Mahone Middle School	Grade 6	Instructional	12/31/2021	1
Retirement	Martinek	Jeffrey	Indian Trail HS & Academy	Night Custodian - Second Shift	Facilities	02/01/2022	1
Retirement	VanBlarcom	Karen	Nash Elementary School	Art	Instructional	02/01/2022	1

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REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 26, 2021

A regular meeting of the Kenosha Unified School Board was held virtually on Tuesday, October 26, 2021, via the Google Meet platform at 7:00 P.M. Ms. Adams, President, presided.

The meeting was called to order at 7:04 P.M. with the following Board members present: Mr. Price, Mr. Garcia, Mr. Battle, Ms. Stevens, Mrs. Modder, Ms. Robinson, and Ms. Adams. Dr. Ormseth was also present.

Ms. Adams, 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 no student ambassador present.

There were no awards or recognitions.

There were no Administrative or Supervisory appointments.

Mrs. Julie Housaman, Chief Academic Officer, presented the Superintendent's Report.

Mrs. Modder gave the legislative report.

Views and comments were made by the public.

Mr. Garcia moved to extend the time for views and comments. Ms. Robinson seconded the motion. Discussion followed.

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

Remarks by the President were made by Ms. Adams.

Ms. Adams gave an overview of the District's Mission, Vision, Strategic Goals and Board of Education Goals as provided in the agenda.

Board members considered the following Consent-Approve items:

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

Consent-Approve item XI-B – Minutes of the 9/28/21 Special Meeting and Executive Session and 9/28/21 Regular Meeting.

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

“It is recommended that the September 2021 cash receipt deposits totaling \$534,851.92, and cash receipt wire transfers-in totaling \$22,795,344.90, be approved.

Check numbers 605699 through 606683 (net of voided batches) totaling \$5,106,711.48, and general operating wire transfers-out totaling \$3,912,180.42, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2021 net payroll and benefit EFT batches totaling \$12,445,641.90, and net payroll check batches totaling \$9,608.95, be approved.”

Consent-Approve item XI-D – Revision of Policy 5471 – Corporal Punishment/Use of Physical Force submitted by Ms. Stacy Guckenberger, Coordinator of Special Education and Student Support; Ms. Jenny Schmidt, Director of Special Education and Student Support; Mrs. Housaman; and Dr. Ormseth, excerpt follow:

“The Wisconsin Statute 125 - Seclusion and Physical Restraint was revised. The new pupil restraint and seclusion law went into immediate effect upon the signature of Governor Evers and is now in Wisconsin Statute Chapter 118 General School Operations at §118.305. Upon investigation, it was discovered that the current school board policy did not align with the new changes to the statute. The circumstances for the use of seclusion or physical restraint remain the same; they are prohibited unless a student’s behavior presents a clear, present, and imminent risk to the physical safety of the student or others, and it is the least restrictive intervention feasible. Unless expressly noted, requirements apply to all students, with or without disabilities and individualized education programs (IEPs).

According to the Department of Public Instruction (DPI) nearly half of all Wisconsin schools (1,180 schools) reported at least one incident where either seclusion or physical restraint was used on a student during the 2019-20 school year. Statewide, schools reported a total of 8,733 instances of seclusion, and 9,795 instances where physical restraint was used. Students with disabilities comprised 82 percent of all seclusion incidents, and 77 percent of all physical restraint incidents.

The revisions to Policy 5471 Corporal Punishment/ Use of Physical Force (Appendix A) will include updates from the legislative action of statute Act 118.

Seclusion and physical restraint are atypical, extraordinary forms of behavioral intervention that may only be used in compliance with applicable law and Board of Education Policy. In accordance with the change in legislation, District Policy 5471- Corporal Punishment/Use of Physical Force is being revised to align to new state statute Act 118 standards (see Appendix A). Policy 5471 will now be referred to as Appropriate Use of Seclusion and Physical Restraint.

It is recommended that the Board approve revised Policy 5471 – Appropriate Use of Seclusion and Physical Restraint as a second reading at the October 26, 2021 regular school board meeting.”

Mrs. Modder moved to approve the consent agenda as presented. Ms. Stevens seconded the motion. Unanimously approved.

Dr. Ormseth introduced the Better Together 2021-22 Plan (monthly agenda item) submitted by Mr. William Haithcock, Interim Chief of School Leadership; and Dr. Ormseth, excerpts follow:

“On June 15, 2021, the board approved the following motion during a special board meeting:

“Mr. Battle moved to approve the updated version (June 15, 2021 – 3 p.m.) of the Better Together 2021-2022 Plan with face coverings/masks as optional for all students and staff starting June 16, 2021 and the removal of Administrative Regulation 4229 – Employee Face Coverings and Scrubs. Ms. Stevens seconded the motion. Unanimously approved.”

No board action was taken at the July 27, 2021 regular board meeting.

The board approved updates to the 2021-22 Better Together Plan at the August 26, 2021 regular board meeting.

The board approved updates to the 2021-22 Better Together Plan at the September 28, 2021 regular board meeting.

There are no new recommendations at this time.”

Mr. Patrick Finnemore, Director of Facilities, presented the ESSER II Facility Projects Update submitted by Mr. John Setter, Project Architect; Mr. Finnemore; Mr. Hamdan; and Dr. Ormseth, excerpts follow:

“At its June 22, 2021 meeting, the School Board approved spending \$15MM of the Federal stimulus ESSER II funding for eligible facilities projects. In regards to the type of projects, Administration stated that KUSD would focus the resources allocated to improving indoor air quality, ventilation, and comfort in classrooms. We also stated that a variety of projects would be considered that support the goal for these funds and could include some or all of the following types of projects:

- Window replacement projects on older buildings with minimal operable window area;
- HVAC control system replacements to better manage indoor air quality and comfort;
- Ventilation system upgrades; and
- Addition of air conditioning in buildings currently not mechanically cooled.

There are 16 different schools that will have significant projects being funded with the ESSER II funds plus potentially one or two more schools once we bid out the projects and identify the amount of funds still available. We will be bidding out those projects at the end of October and receiving bids in late November and early December. In addition to the 16 schools with large projects, we will be performing smaller projects in at least 4 other schools based on air quality test data. It is our plan to implement all of these projects in 2022 provided equipment and material lead times allow.”

Dr. Ormseth presented the Head Start Federal Grant Funds Carryover Request submitted by Ms. Luanne Rohde, Director of Early Education; Mr. Martin Pitts, Regional Coordinator of Leadership and Learning; Mr. William Haithcock and Dr. Ormseth, excerpts follow:

“Approval from the Board of Education is requested to carry over funds for the Head Start Federal Grant from the 2020-2021 budget year in the amount of \$108,968 for the CARES funding to the budget year of 2021-2022. The grant is designed to fund the operating costs of the Kenosha Unified School District Head Start Program and the CARES money to support costs associated with the COVID-19 pandemic. These funds were not used during last year’s budget due to lower enrollment and other circumstances associated with the COVID-19 pandemic.

The purpose of Head Start is to provide comprehensive services in the areas of health, education, social/emotional development, and parent involvement for low income preschool children and their families. This grant will service 330 high-risk children who will be three or four years of age on or before September 1, 2021. These carryover funds will be utilized to serve the children and their families in all program component areas as required in the Head Start Act and through the Head Start Performance Standards.

Administration recommends that the school board approve the request to carryover funds from the 2020-2021 fiscal year in the amount of \$108,968 for the Head Start CARES Funds to the funding for the 2021-2022 fiscal year.”

Mr. Battle moved to approve the request to carryover funds from the 2020-2021 fiscal year in the amount of \$108,968 for the Head Start CARES Funds to the funding for the 2021-2022 fiscal year. Ms. Stevens seconded the motion. Unanimously approved.

Mrs. Housaman presented the Report of Contract in Aggregate of \$50,000 submitted by Mr. Ed Kupka, Coordinator of Student Support; Mr. Robert Hofer, Purchasing Agent; Ms. Jenny Schmidt; Mrs. Housaman; Mr. Hamdan; and Dr. Ormseth, excerpts follow:

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

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

- Advocate Aurora Health in the amount of \$263,025 for the Student and Family Assistance Program which will consist of a team of professional counselors who will provide confidential counseling, intervention and referral services to students and families in need and promote healthy student behaviors and choices.

Administration recommends that the School Board approve the proposed contract with Aurora Advocate EAP for the Student and Family Assistance Program.”

Ms. Stevens moved to approve the contract with Aurora Advocate EAP for the Student and Family Assistance Program. Mr. Price seconded the motion. Unanimously approved.

Mrs. Tanya Ruder, Chief Communications Officer, presented the Code of Classroom Conduct, Policy 5430 – Conduct and Discipline, Rule 5430 – Student Conduct and Discipline, and Policy 5430’s Administrative Regulation – Administrative Review Committee Rules submitted by Mr. Anthony Casper, eSchool Principal and Administrative Review Committee Chair; Mrs. Ruder; and Dr. Ormseth, excerpts follow:

“The Code of Classroom Conduct, Policy 5430 – Conduct and Discipline, and Rule 5430 – Student Conduct and Discipline provide guidance to schools and families regarding conduct and behavior expectations in the classroom, as well as how they will be enforced to ensure our schools are safe and free from fear. Further, Policy 5430’s Administrative Regulation – Administrative Review Committee Rules provides guidance to schools and families regarding the procedures followed by the Administrative Review Committee in the event a student is referred to the Committee for conduct that may warrant expulsion proceedings or want to attend KUSD following expulsion from a district.

In the past, the annual district wall calendar housed the Code of Classroom Conduct, along with a few policies that were included for parents/guardians to review prior to the start of the school year. While developing this year’s calendar, it was found that neither the code nor the policy had been reviewed or updated in over 20 years. To ensure alignment with current best practices and district procedures, these items were reviewed and updated with the assistance of legal counsel and principals of all grade levels. Much of the updates include alignment with the Positive Behavior Intervention Strategies (PBIS) language now used by our schools, as well as the updated administrative review process used when policies are broken. The overall intent of the policy, rule, administrative regulation, and code remains the same.

During the review, it was determined that the Code of Classroom Conduct would best serve parents/guardians, students and staff if housed on kUSD.edu where it can be easily accessed along with all district policies at any time and from anywhere in the world with a computer and internet access. As such, a notice was placed in the 2021-22 district wall calendar notifying families that the Code of Classroom Conduct, annual notices and non-discrimination statement would be moved online.

Administration recommends that the Board approve the newly updated Code of Classroom Conduct, Policy and Rule 5430 – Student Conduct and Discipline, and Policy

5430's Administrative Regulation – Administrative Review Committee Rules as a first reading on Oct. 26, 2021, and a second reading on Nov. 16, 2021.”

Mrs. Modder moved to approve the newly updated Code of Classroom Conduct, Policy and Rule 5430 – Student Conduct and Discipline, and Policy 5430's Administrative Regulation – Administrative Review Committee Rules as a first reading. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Chief Information Officer, presented the Official Third Enrollment Report submitted by Mrs. Laura Sawyer, Data Analyst; Mrs. Erin Rothe, Data Analyst; Mrs. Lorien Thomas, Research Coordinator; Mr. Keckler; and Dr. Ormseth, excerpts follow:

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

District-wide, enrollment increased +37 students, from 19,583 students in 2020-21 to 19,620 in 2021-22. This was the first increase for KUSD in nearly a decade, mainly due to more Pre-K students enrolling. Beginning in 2009-10, Kenosha started to experience a decline in community birth rates, with the related effect of declines in elementary school enrollments five years later. This trend currently impacts grades pre-kindergarten through grade 6.

The District reported increases overall for the boundary elementary schools (+144) while experiencing decreases for middle and high school boundary groups. Boundary middle schools decreased by -263 students and boundary high schools decreased by -40 students. Overall, the larger decline at the boundary middle schools was due to the rolling decline in the community birth rate, which now impacts grade 6 specifically.

The 2021-22 Official Third Friday Enrollment Report is an informational item.”

Mr. Keckler gave an Official Student Enrollment Trend PowerPoint presentation which covered the following topics: Number of Births (Kenosha, Pleasant Prairie, Somers and KUSD Kindergarten Enrollment – 5 Years Later), 8 Year Trend (Grades K-5), 8 Year Trend (Grades 6-8), 8 Year Trend (Grades 9-12), and KUSD Class Average Size Trends.

Mr. Keckler presented the 2021 Parent/Guardian Survey submitted Mrs. Sawyer, Mr. Haithcock, Mr. Keckler, and Dr. Ormseth, excerpts follow:

“School Board Policy 1110 Parent/Guardian/Caregiver Survey, stipulates that KUSD implement a parent/guardian survey every two years. However, the current contract with the Studer Education provides a Parent/Guardian survey annually. Also, both of the recent surveys were administered during the COVID pandemic, with an average of 50% of the KUSD students utilizing a virtual option for the 2020-21 school year.

The 2021 Parent/Guardian Survey contained questions or statements in the following areas: school climate, cleanliness/safety, student achievement/grading/assessment communication/follow up, expectations, and shared decision-making.

Responses for each item were presented using a Likert-type scale where respondents were asked to rate their agreement using response categories that ranged from Strongly agree (5) to Strongly Disagree (1). A Neutral category was also available.

The 2021 Parent/Guardian Survey was administered in the Spring of 2021. A specific link to the anonymous survey was distributed to each parent/guardian account through their Infinite Campus Parent Portal. Parents/guardians were informed of the survey through various media notifications, both from the central office and the local school building.

KUSD Parents and Guardians provided 6,473 responses, which is more than double the responses from the 2019-20 survey (2,658). Parents had the ability to complete multiple submissions so they could reference different schools if they had multiple children enrolled.

The 2021 Parent/Guardian survey summary is provided as an informational item only, as mandated by School Board Policy 1110. The survey results for each building have already been shared and presented to district and school staff.”

Mr. Keckler presented the 2022-23 Instructional Calendars submitted by Mr. Keckler and Dr. Ormseth, excerpts follow:

“The proposed 2022-2023 instructional calendar is based on the current organizational model, state requirements and previous survey data for the greater KUSD population of parents and staff.

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, per Board policy.

At this time, KUSD is expecting to meet the instructional minute requirements as outlined, unlike calendar years 2019-20 and 2020-21, where a state and local waiver were applied solely due to the COVID Pandemic and its impact on the educational offerings. KUSD currently is not expected to utilize a waiver for the 2021-22 Instructional year.

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 2023 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.

Administration recommends that the School Board review and accept the proposed 2022-23 Instructional Calendars at its October 26, 2021, meeting.”

Ms. Robinson moved to approve the proposed 2022-23 Instructional Calendars. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Hamdan presented the Change in the Fiscal Year 2020-21 Adopted Budget submitted by Mr. Hamdan and Dr. Ormseth, excerpts follow:

“The Board of Education adopted the 2020-2021 budget on October 27, 2020, as prescribed by Wisconsin State Statute 65.90. From time to time there is a need to modify or amend the adopted budget for a variety of reasons. State Statutes require that official modifications to the adopted budget be approved by two-thirds majority of the Board of Education and that there be a publication of a Class 1 notice within 10 days of approval.

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

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

These budget modifications include:

- Transferred budgets and expenditures from one salary account to another salary account resulting from a review of position control. Reclassifying the salary and benefit dollars from one account to another does not change the overall amount of the budget.
- Transferred operational line item budget dollars from one budget account to another as a result of ongoing review and monitoring of budgets. Reclassifying

budget dollars from one account to another account does not change the overall amount of the budget.

- Transferred grant budgets to the appropriate function or object based on formal DPI grant modifications. Since the budget was formally adopted, some grant managers have requested that expenditure budget dollars be reassigned to the function or object where the dollars were expended. The grant budgets have been revised and the resulting modifications may have changed the function or object of the expenditures, but they did not change the total amount of the grant.

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

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

Mr. Battle moved to approve the Change in the Fiscal Year 2020-21 Adopted Budget and publish the Class 1 notice within 10 days of the official Board adoption. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Hamdan presented the 2020-2021 Budget Carryovers to the 2021-2022 Budget submitted by Mrs. Salo, Mr. Hamdan, and Dr. Ormseth, excerpts follow:

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

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

Also, several exceptional items are potentially carried over from year to year. The administration is requesting to carryover the following amounts identified in Attachment A to the 2021-2022 fiscal year budget:

Site Requested Carryover	\$226,978
Required Grant Carryover	\$260,871
Donation and Mini-Grant Carryover	\$235,519
Athletic Fields Carryover	\$ 29,475
Theater (Co-Curricular) Carryover	<u>\$ 55,367</u>
Total Fund 10 Carryover	\$808,210

Administration requests that the School Board approve the recommended items in this report so that the approved carryover funds can be incorporated into the 2021-2022 budget with the understanding that future site requested items will only be considered on an

emergency basis. Budget managers should make every effort to plan and spend their allocated funds within each respective fiscal year.”

Mr. Battle moved to approve the recommended items in this report so that the approved carryover funds can be incorporated into the 2021-2022 budget with the understanding that future site requested items will only be considered on an emergency basis. Budget managers should make every effort to plan and spend their allocated funds within each respective fiscal year. Mrs. Modder seconded the motion. Unanimously approved.

Mr. Hamdan presented the Formal Adoption of the 2021-2022 Budget submitted by Mrs. Salo, Mr. Hamdan, and Dr. Ormseth, excerpt follow:

“The public hearing on the 2021-22 budget and the annual meeting of district electors were held on September 21, 2021, in the auditorium of Indian Trail High School and Academy. In an advisory vote at the annual meeting of district electors, stakeholders in attendance voted to set the total tax levy at \$86,000,000, rather than the proposed maximum allowed by law, which was initially projected to be a total of \$88,907,061. At the time of the annual meeting, it is important to note that key variables in the budgeting process were not finalized, therefore conservative estimates were included.

Since the public hearing and the annual meeting, the administration has updated the budget to reflect key components such as student membership, equalized property valuations, certified state aid, tax levies, and detailed staffing costs (salary and benefits).

We continue to experience a decline in our total student full-time equivalents (FTE) which drives our revenue limit authority. While 3rd Friday enrollment counts came in better than originally expected, once converted into membership FTE, we still experienced a loss of 215 FTE for revenue limit authority purposes. Our continual declining enrollment status triggers additional temporary (non-recurring) revenue limit exemptions that are meant to buy us time and provide temporary budget relief as we prepare to make adjustments to our operations.

The 2021-22 general fund (10) is being presented as an unbalanced budget in which expenditures are projected to exceed revenues by \$1,087,035. Unlike previous years, the budget is not in a positive position with unallocated funds that could be used to absorb the carryover spending authority requests submitted to the Board for consideration. Any approved carryover authority will increase the budgeted expenditures and increase the deficit or difference between expected revenues and expenditures.

Unassigned general fund balance reserves are currently greater than 10% of budgeted expenditures; therefore, the portion of school board policy 3323 requiring a one million dollar budgeted surplus (if the fund balance is below the 10% threshold) will not be applicable for the 2021-22 budget.

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

1. Formally adopt the District's 2021-2022 budget using the accompanying budget adoption motion (Attachment B);

2. Direct the administration to prepare a class one legal notice to be published publicly within ten days of the adoption (Attachment C);

3. Approve the property tax levy to be collected from the municipalities within the school district in the amount of \$75,891,832 for the general fund, \$12,304,641 for the debt service fund, and \$1,500,000 for the community service fund. The Board must approve levy amounts on or before November 1st each year, per Wis. Stats. 120.12 (3)(a); and

4. Direct the district clerk to certify and deliver the Board approved tax levy to the clerk of each municipality on or before November 10, 2021."

Mrs. Modder moved that:

1. The 2021-2022 budget for the Kenosha Unified School District, as presented, for all funds showing expenditure, other revenues, and tax levies in summary be adopted as set forth and in the accompanying format required by the Wisconsin Department of Public Instruction;

2. Administration to prepare a class one legal notice to be published publicly within ten days of the adoption (Attachment C);

3. The property tax levy to be collected from the municipalities within the school district in the amount of \$75,891,832 for the general fund, \$12,304,641 for the debt service fund, and \$1,500,000 for the community service fund; and

4. The district clerk to certify and deliver the Board approved tax levy to the clerk of each municipality on or before November 10, 2021.

Mr. Battle seconded Mrs. Modder's motion. Unanimously approved.

Dr. Ormseth presented Policy 8710 – Regular School Board Meetings and Policy 8712 – School Board Meeting Agenda Preparation and Dissemination submitted by Ms. Adams and Dr. Ormseth, excerpt follow:

"Since the onset of the COVID Pandemic, KUSD has implemented the use of virtual meetings as noted in the Wisconsin Department of Justice's Office of Open Government advisory related to Wisconsin's open meetings law, Wis. Stat. §§ 19.81 to 19.98.

Policy 8710 - Regular School Board Meetings currently states, "Regular meetings shall be scheduled to take place on district property." The Department of Justice advisory, released on March 16, 2020, in response to the pandemic, states:

"The open meetings law "does not require that all meetings be held in publicly owned places but rather in places 'reasonably accessible to members of the public.'" 69 Opinion Attorney General 143, 144 (1980) (quoting 47 Opinion Attorney General 126 (1978)). As such, Department of Justice's longstanding advice is that a telephone conference call can

be an acceptable method of convening a meeting of a governmental body. Id. at 146. More recently, Department of Justice guidance deemed video conference calls acceptable as well. Wisconsin Department of Justice, *Wisconsin Open Meetings Law Compliance Guide 11* (May 2019), <https://www.doj.state.wi.us/sites/default/files/office-opengovernment/Resources/OML-GUIDE.pdf>.

As such, Policy 8710 has been updated to read, “meetings shall be scheduled to take place on District property or virtually when deemed appropriate.”

In addition, Policy 8712 - School Board Meeting Agenda Preparation and Dissemination was reviewed in regards to what the “agenda shall normally provide” for the order of business. The currently required Review of District Mission, Vision, Strategic Goals and Board of Education Goals, as well as the Evaluation of Board of Education’s Adherence to its Operating Principles, have been removed due to their repetitive nature and will instead be reviewed by the Board periodically as needed. In addition, due to the increase in the number of views and comments, and the Board’s desire to allow all to be heard, the Views and Comments section has been moved to follow New Business. This allows the business of the Board to be conducted up front while ensuring all stakeholders have ample time to speak during the Views and Comments portion of the meeting, particularly with an extension of the comment period as outlined in Policy 8870 - Public Participation at School Board Meetings.

Revisions to Policy 8710 - Regular School Board Meetings and Policy 8712 - School Board Meeting Agenda Preparation and Dissemination are being shared for discussion and action.”

Mrs. Modder moved to approve the proposed revisions to Policy 8710 – Regular School Board Meetings as a first and second reading. Ms. Robinson seconded the motion. Unanimously approved.

Mrs. Modder moved to approve the proposed changes to Policy 8712 – School Board Meeting Agenda Preparation and Dissemination as a first and second reading with the exclusion of the recommended changes in regards to “Views and Comments”. Ms. Stevens seconded the motion. Unanimously approved.

Ms. Robinson presented Resolution 385 – American Education Week November 14-20, 2021, which read as follows:

“WHEREAS, American Education Week, which has been celebrated since 1921, is designated to celebrate and honor the individuals who are dedicated to ensuring every child receives a quality education; and

WHEREAS, collaborative sponsors include the U.S. Department of Education and national organizations, including the American Association of School Administrators, the American Federation of Teachers, the American Legion, the American Legion Auxiliary, the American School Counselor Association, the Council of Chief State School Officers, the National Association of State Boards of Education, the National Association of Elementary School Principals, the National Association of Secondary School Principals, the National

Education Association, National PTA, the National School Boards Association, and the National School Public Relations Association; and

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

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

WHEREAS, all Kenosha Unified staff strive to provide the highest level of professionalism, support and dedication when serving the students and families of our community; and

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

NOW, THEREFORE, be it resolved that Kenosha Unified School District does hereby proclaim November 14-20, 2021, as the annual observance of American Education Week.

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

Ms. Stevens moved to approve Resolution 385 – American Education Week November 14-20, 2021. Mr. Price seconded the motion. Unanimously approved.

Mrs. Modder presented the Donations to the District.

Mrs. Modder moved to approve the donations to the district as presented. Ms. Stevens seconded the motion. Unanimously approved.

Ms. Adams presented the Evaluation of the Board of Education's Adherence to its Operating Principals and asked board members to rate the success in achieving the goals of the meeting. All ratings given by board members were 5s.

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

Meeting adjourned at 9:27 P.M.

Stacy Stephens
School Board Secretary

SPECIAL MEETING OF ELECTORS
OF THE KENOSHA UNIFIED SCHOOL DISTRICT
HELD NOVEMBER 8, 2021

A special meeting of the Kenosha Unified School District electors was held on Monday, November 8, 2021, at 7:00 P.M. in the Auditorium at Indian Trail High School and Academy.

Ms. Adams, School Board President, called the meeting to order at 7:00 P.M. Attorney Christine Hamiel from von Briesen & Roper was also present as parliamentarian.

Ms. Adams opened nominations for chairperson of the meeting.

Mr. Kyle Flood nominated Ms. Yolanda Adams for chairperson.

Ms. Sarah Rendulic nominated Amanda Nedweski for chairperson. Ms. Nedweski declined the nomination.

A count of votes took place on the nomination for Ms. Adams for chairperson. The nomination passed.

Ms. Adams asked for a motion pertaining to approval of the agenda.

Ms. Sarah Ratelis moved to approve the agenda. Ms. Melissa Peck seconded the motion. There was a show of hands on Ms. Ratelis' motion to approve the agenda. Motion carried.

Ms. Peck moved to approve the rules of order as provided in the agenda. Ms. Ratelis seconded the motion. There was a show of hands on Ms. Peck's motion to approve the rules of order as provided in the agenda. Motion carried.

Mr. Kyle Johnson moved that school board members be paid \$6,500 per year effective from annual meeting to annual meeting. Mr. Flood seconded the motion.

Views and comments were expressed by members of the public regarding Mr. Johnson's motion pertaining salaries of board members.

Ms. Elizabeth Guerrero moved to call the question on Mr. Johnson's motion pertaining to salaries of board members. Ms. Adams called the motion out of order due to her commenting on the motion prior.

Ms. Joyce Behlke moved to call the question on Mr. Johnson's motion pertaining to salaries of board members.

A count of votes took place on the motion to call the question on Mr. Johnson's motion pertaining to salaries of board members. The motion passed.

There was a count of votes on Mr. Johnson's motion for school board members to be paid \$6,500 per year effective from annual meeting to annual meeting. Motion passed.

Ms. Behlke moved to adjourn the meeting. Ms. Ratelis seconded the motion. There was a show of hands, motion passed.

Meeting adjourned at 8:02 P.M.

Stacy Stephens
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 26, 2021

A special meeting of the Kenosha Unified School Board was held virtually on Tuesday, October 26, 2021, via the Google Meet platform. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 5:05 P.M. with the following members present: Mr. Price, Mr. Garcia, Ms. Stevens, Mrs. Modder, Ms. Robinson, and Ms. Adams. Dr. Bethany Ormseth was also present. Mr. Battle was absent.

Ms. Adams, 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.

Ms. Adams announced that an executive session had been scheduled to follow this special meeting for the purposes of Reviewing Findings/Order by Independent Hearing Officer and Personnel: Problems.

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

Roll call vote. Ayes: Mr. Price, Mr. Garcia, Ms. Stevens, Mrs. Modder, Ms. Robinson, and Ms. Adams. Noes: None. Unanimously approved.

1. Personnel: Problems

Mr. Kevin Neir, Interim Chief of Human Resources, arrived at 5:07 P.M. and updated board members on several employee relation cases.

Mr. Neir was excused from the meeting at 5:12 P.M.

2. Reviewing Findings/Order by Independent Hearing Officer

Mr. Anthony Casper, Principal at Kenosha eSchool, arrived at 5:13 P.M. and presented board members with information pertaining to ten expulsions.

Dr. Ormseth and Mr. Casper departed the meeting at 5:35 P.M.

Mr. Price moved to approve the recommendations of the hearing officer for all ten expulsions with the addition of a cell phone restriction for students 6, 7, 9, 10 while at school unless the cell phone is checked into the school office. Mr. Garcia seconded the motion. Unanimously approved.

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

Meeting adjourned at 5:51 P.M.

Stacy Stephens
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
November 16, 2021

CASH RECEIPTS	reference	total
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October 2021 Wire Transfers-In, to Johnson Bank from:

WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 1,028,011.77
Johnson Bank	<i>account interest</i>	238.65
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	1,718.89
Bankcard Services (ShowTix4U)	<i>fine arts ticket sales receipts (net of fees)</i>	137.75
Bank (RevTrak)	<i>district web store receipts (net of fees)</i>	24,448.72
Bank (Infinite Campus)	<i>district web store receipts (net of fees)</i>	26,701.16
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	43,064.25
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	11,810.16
Total Incoming Wire Transfers		1,136,131.35

October 2021 Deposits to Johnson Bank - All Funds:

General operating and food services receipts	<i>(excluding credit cards)</i>	<u>260,554.09</u>
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TOTAL OCTOBER CASH RECEIPTS

\$ 1,396,685.44

CASH DISBURSEMENTS	reference	total
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October 2021 Wire Transfers-Out, from Johnson Bank to:

Payroll & Benefit wires

Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 8,077,343.72
WI Department of Revenue	<i>state payroll taxes</i>	564,059.69
WI Department of Revenue	<i>state wage attachments</i>	1,897.21
IRS	<i>federal payroll taxes</i>	2,770,353.74
Delta Dental	<i>dental insurance premiums</i>	238,336.06
Diversified Benefits Services	<i>flexible spending account claims</i>	7,085.11
Employee Trust Funds	<i>wisconsin retirement system</i>	1,609,021.80
NVA	<i>vision insurance premiums</i>	20,504.93
Aflac	<i>insurance premiums</i>	43,086.06
Optum	<i>HSA</i>	299,407.06
Various	<i>TSA payments</i>	342,200.36
Subtotal		13,973,295.74

General Operating Wires

US Bank	<i>purchasing card payment-individuals</i>	223,188.59 *
Aegis	<i>workers' compensation payment</i>	200,000.00
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	16,871.67
Johnson Bank	<i>banking fees</i>	992.00
United Healthcare	<i>health insurance premiums</i>	3,783,471.84
Various	<i>returned checks</i>	213.74
Subtotal		4,224,737.84

Total Outgoing Wire Transfers **\$ 18,198,033.58**

October 2021 Check Registers - All Funds:

Net payrolls by paper check	<i>Register# 01020DP, 01021DP</i>	\$ 11,947.51
General operating and food services	<i>Check# 606684 thru Check# 607515 (net of void batches)</i>	4,382,610.22
Total Check Registers		\$ 4,394,557.73

TOTAL OCTOBER CASH DISBURSEMENTS

\$ 22,592,591.31

*See attached supplemental report for purchasing card transaction information

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

Billing Cycle Ending October 15, 2021

Merchant Name	Total
3654 INTERSTATE	\$ 14,096.16
GENERAL RENTAL	\$ 10,850.00
FILTRATION CONCEPTS INC	\$ 9,171.63
TRUGREEN *LOCKBOX	\$ 7,880.00
MENARDS KENOSHA WI	\$ 7,818.74
TARP SUPPLY INC	\$ 6,954.20
ALL STAR RENTALS	\$ 6,582.74
DICKOW CYZAK TILE CARP	\$ 6,376.00
INSTACART	\$ 6,082.03
RESTAURANTS & CATERING	\$ 5,816.89
MARK'S PLUMBING PARTS	\$ 5,620.04
IN *GROHS ELECTRIC LLC	\$ 5,356.65
SQ *MASTERS BUILDING SOLU	\$ 4,905.14
DASH MEDICAL GLOVES	\$ 4,200.65
GRANITE VALLEY FOREST PRO	\$ 3,989.60
SAN-A-CARE	\$ 3,981.77
HOMER INDUSTRIES LLC	\$ 3,520.00
AED SUPERSTORE	\$ 3,391.42
RADWELL INTERNATIONAL	\$ 3,317.76
MUSIC THEATRE INTL	\$ 2,874.00
HAJOCA KENOSHA PC354	\$ 2,856.77
VEHICLE MAINT. & FUEL	\$ 2,804.35
AMERICAN FLAGS EXP	\$ 2,718.52
BRISTOL OAKS GOLF CLUB	\$ 2,520.00
SYNTEGON TECHNOLOGY SERVIC	\$ 2,328.20
JOHNSTONE SUPPLY - RACINE	\$ 2,304.32
VYRON CORPORATION	\$ 2,277.00
FORMAL FASHIONS & ACCESSO	\$ 2,274.48
HIGHWAY C SERVICE INC	\$ 2,214.21
BUILDERS HARDWARE AND HOL	\$ 2,205.00
VIKING ELECTRIC-MILWAUKEE	\$ 2,098.21
JMB & ASSOCIATES	\$ 2,071.62
HYDRO-FLO PRODUCTS INC	\$ 1,820.14
HUDL	\$ 1,800.00
FIRST SUPPLY KENOSHA	\$ 1,569.75
TRANE SUPPLY-116407	\$ 1,567.78
HEAT & POWER PRODUCTS INC	\$ 1,551.97
GIH*GLOBALINDUSTRIALEQ	\$ 1,528.94
GRAINGER	\$ 1,517.90
EB WHSA TRAUMA-INFORM	\$ 1,440.00
ELITE SPORTSWEAR	\$ 1,413.44
ULINE *SHIP SUPPLIES	\$ 1,377.83
MICHAELS SIGNS INC	\$ 1,343.00
WWW.KENNYPRODUCTS.COM	\$ 1,270.00
PARTS TOWN	\$ 1,264.51
DEMCO INC	\$ 1,189.46
WISCONSIN SCHOOL MUSIC A	\$ 1,185.00

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending October 15, 2021

Merchant Name	Total
GROW GENERATION CORP.	\$ 1,117.28
ESTRELLITA INC	\$ 1,034.78
SIEMENS INDUSTRY INC	\$ 1,003.00
HALLMAN LINDSAY PAINTS -	\$ 987.76
WFEA	\$ 980.00
LOWES #00907*	\$ 946.34
4IMPRINT	\$ 912.74
FASTENAL COMPANY 01WIKEN	\$ 907.45
V BELT GLOBAL SUPPLY	\$ 898.35
IN *ECONO HOLDING COMPANY	\$ 896.10
AMAZON.COM*2G1K79H42 AMZN	\$ 884.67
QUALIFIEDHARDWARECOM	\$ 846.00
IN *ADS DISPOSAL	\$ 800.00
AMZN MKTP US*2C8EA7SW0	\$ 799.80
INDUSTRIAL CONTROLS	\$ 773.07
WM SUPERCENTER #1167	\$ 698.28
LOWES #02560*	\$ 690.34
PAYPAL *TRIFOIA	\$ 686.00
TEACHERS COLLEGE WEB COL	\$ 650.00
EPIC SPORTS	\$ 641.67
STERICYCLE	\$ 637.58
THE WEBSTAUANT STORE INC	\$ 598.26
EVERWHITE CORPORATION	\$ 578.99
GO RITEWAY TRANSPORTATION	\$ 558.80
GOOD ARMSTRONG TRAINING	\$ 550.00
FARM & FLEET STURTEVANT	\$ 547.95
HEGGERTY LITERACY RES	\$ 528.66
GFS STORE #1919	\$ 527.79
AMZN MKTP US*2C8H089G2	\$ 522.19
SAMSClub #6331	\$ 510.72
SQ *THE LETTERING M	\$ 497.00
NATIONAL COUNCIL OF SUPER	\$ 483.00
CESA 7	\$ 464.00
USPS PO 5666100158	\$ 454.25
ECONOLIGHT	\$ 453.52
IIRP	\$ 450.00
AMZN MKTP US*2G4E37Q40	\$ 440.00
USPS.COM POSTAL STORE	\$ 436.35
THE SWARTZ NURSERIES	\$ 431.50
COSTCO WHSE #1198	\$ 428.26
L AND S ELECTRIC INC	\$ 414.00
WISCONSIN CENTER FOR EDU	\$ 400.00
ZORN COMPRESSOR & EQUIPM	\$ 399.31
TOWN & COUNTRY GLASS	\$ 396.25
QUIZLET.COM	\$ 383.04
SHERWIN WILLIAMS 703481	\$ 367.38
HOTEL	\$ 352.56

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

Billing Cycle Ending October 15, 2021

Merchant Name	Total
SAMS CLUB #6331	\$ 334.25
CRICUT	\$ 331.99
MCMaster-CARR	\$ 327.46
WWW.VEVOR.COM	\$ 307.98
SOLUTION TREE INC	\$ 305.65
AUER STEEL MILWAULKEE	\$ 300.94
FIREHOUSE PERFORMANCE	\$ 300.00
HAWTHORNE EDUCATIONAL SER	\$ 300.00
GRAND APPLIANCE KENOSHA	\$ 299.00
TEACHERSPAYTEACHERS.COM	\$ 295.40
AMAZON.COM*277SE8F31 AMZN	\$ 288.99
AMZN MKTP US*2G9RO9H02	\$ 283.53
CLASSY THREADS	\$ 280.00
AMAZON.COM*2C5JO3OB1	\$ 279.99
INPRO CORPORATION	\$ 279.76
JOHNSON PLASTICS PLUS	\$ 276.68
DEVELOPMENTAL STUDIES CEN	\$ 271.00
KRANZ INC.	\$ 267.16
SQ *PRINGLE NATURE	\$ 264.00
APPLE HOLLER	\$ 261.00
AMAZON.COM*2G1E94KR2	\$ 258.66
MONSTER JANITORIAL LLC	\$ 252.18
NASSP PRODUCT & SERVICE	\$ 250.00
FACEBK 3DDS56B882	\$ 244.64
SP * IFIXIT	\$ 243.46
BROOKS TRACTOR MOUNT PLEA	\$ 240.73
DOLLAR TREE, INC.	\$ 240.00
SMORE.COM - EDUCATOR	\$ 237.00
JON DON ECOMM #999	\$ 235.98
AMZN MKTP US*273YF1QS0	\$ 227.86
WISCONSIN ASSOCIATION OF	\$ 225.00
SHERWIN WILLIAMS 703180	\$ 222.40
SPIRAL BINDING LLC	\$ 219.78
CDW GOVT #L528467	\$ 216.87
LEARNING A-Z, LLC	\$ 216.00
SIGNUPGENIUS	\$ 215.78
AMZN MKTP US*2C0V02EW1 AM	\$ 213.64
KIMBALL MIDWEST PAYEEZY	\$ 212.19
KENOSHA PUB MUSEUM	\$ 200.00
SMUGMUG.COM	\$ 200.00
AAA ACG FL0994 TRAFFIC	\$ 199.90
GIA PUBLICATIONS INC	\$ 199.79
AMERICAN RED CROSS	\$ 195.00
ROCKLER	\$ 192.34
OFFICEMAX/DEPOT 6358	\$ 191.05
ROCKLER	\$ 191.02
CARNES COMPANY	\$ 190.86

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending October 15, 2021

Merchant Name	Total
AMZN MKTP US*2G6TS7822	\$ 189.88
IDW	\$ 187.99
AMAZON.COM*270N33GA2	\$ 184.59
JONES SCHOOL SUPPLY CO.,	\$ 176.40
WAL-MART #1167	\$ 164.43
CANVA* I03193-17870601	\$ 160.00
IMPACT ACQUISITIONS, LLC	\$ 160.00
YAHOO SMALL BUSINESS	\$ 155.76
AMZN MKTP US*2G7C387I2 AM	\$ 150.82
PERENNIALMATH.COM	\$ 150.00
UNIV OF WISCONSIN PKSI	\$ 150.00
FOUNDATION BLDG 270	\$ 150.00
OFFICEMAX/DEPOT 6358	\$ 146.86
SP * SNARKY PUPPY	\$ 144.00
NATIONAL LADDER & SCAFFO	\$ 138.10
WI DHFS LEAD AND ASBESTOS	\$ 125.00
PLANK ROAD PUBLISHING IN	\$ 124.95
GFS STORE #1923	\$ 124.41
LAMINATOR.COM	\$ 122.62
ART COVE LTD	\$ 121.49
AMAZON.COM*278ZQ8KB1	\$ 120.91
NATIONAL ASSOCIATION FOR	\$ 119.00
IMAGESTUFF.COM	\$ 118.45
ID SUPERSTORE	\$ 118.36
SP * MYINTENT.ORG	\$ 113.50
LIFESPORT - KENOSHA POS	\$ 108.00
SAMSClub.COM	\$ 107.04
J.W. PEPPER	\$ 106.00
PACETTI'S MUSIC	\$ 105.00
INSTACART*SUBSCRIPTION	\$ 104.45
AMZN MKTP US*2C36V7772	\$ 100.39
WEST40 ISC 2 DBA MIDWEST	\$ 100.00
WPY*WISCONSIN ALLIANCE FO	\$ 100.00
WAL-MART #2668	\$ 100.00
SECOND LANGUAGE PROMOT	\$ 99.00
REINDERS BRISTOL	\$ 97.22
ZIPRECRUITER, INC.	\$ 96.00
DON* CENTER FOR EXCELLENC	\$ 95.00
DELTAMATH.COM	\$ 95.00
MEIJER # 292	\$ 93.64
CABLE TIES PLUS	\$ 90.15
ASCD MEMBERSHIP	\$ 89.00
AMZN MKTP US*271YJ3FE1	\$ 87.51
AVAS FLOWERS	\$ 84.99
NASCO FORT ATKINSON	\$ 83.24
VERTICAL EXPRESS	\$ 82.82
MIDWEST GRAPHICS SERVICES	\$ 78.75

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

Billing Cycle Ending October 15, 2021

Merchant Name	Total
FIELDPRINT INC	\$ 78.00
JOANN STORES #2468	\$ 76.03
FESTIVAL FOODS	\$ 72.62
AMZN MKTP US*2C8124O00	\$ 71.84
FIVE BELOW #7070	\$ 70.00
PALMEN BUICK GMC CADIL	\$ 68.34
IN *AMERICAN LASER MARK I	\$ 66.96
UNIVERSAL PUBLISHING	\$ 66.25
ZOOM.US 888-799-9666	\$ 65.81
KIRKLAND'S #1017	\$ 63.33
MAILCHIMP	\$ 62.99
HALOGEN SUPPLY COMPANY IN	\$ 61.79
SKILLSUSA ORG	\$ 60.00
SCREENCASTIFY UNLIMITE	\$ 58.00
FIRST BOOK	\$ 55.98
PARTSWAREHOUSE.COM	\$ 53.98
THE MATH LEARNING CENTER	\$ 50.00
ENCRYPTOMATIC LLC	\$ 48.99
REI*GREENWOODHEINEMANN	\$ 46.95
AMZN MKTP US*2C0694WD1	\$ 45.78
AMAZON.COM*2C9IF61W1	\$ 44.80
CONTAINERSTORE.COM	\$ 42.16
WALMART.COM AA	\$ 41.12
EUROFINS SF ANALYTICAL LA	\$ 40.00
AMAZON.COM*278TK9JL0	\$ 39.99
ROGANS SHOES INC KENOSHA	\$ 39.55
SMK*WUFOO.COM CHARGE	\$ 39.00
LESSONPIX INC	\$ 36.00
PIGGLY WIGGLY #009	\$ 35.76
TENNISREPORTING	\$ 35.00
BUILDASIGN.COM	\$ 34.51
DOLLAR TREE	\$ 33.76
SPECTRUM	\$ 33.23
ADOBE STOCK	\$ 31.64
PICK N SAVE #874	\$ 31.34
DEAFJOBWIZARD.COM	\$ 30.00
THE CLUB AT STRAWBERRY CR	\$ 30.00
MENARDS RACINE WI	\$ 29.88
SSL ECOMM	\$ 29.11
STATSMEDIC.COM	\$ 29.00
KENOSHA COUNTY HEALTH DEP	\$ 28.50
SCHOLASTIC BOOK FAIRS IRD	\$ 28.40
PARTY CITY 5174	\$ 27.00
AMZN MKTP US*276QT9TS0	\$ 26.30
STRIVETOGETHER, INC	\$ 25.00
LATIN AMERICAN NEWS DIGES	\$ 24.00
EDPUZZLE PRO TEACHER	\$ 24.00

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending October 15, 2021

Merchant Name	Total
AMZN MKTP US*2C47E2FB1	\$ 22.09
WISCONSIN EDUCATIONAL MED	\$ 22.00
STEIN'S GARDEN & HOME 14	\$ 21.08
AMERICAN OUTFITTERS LTD	\$ 21.00
OVERTURE CENTER	\$ 21.00
FAMILY DOLLAR #1761	\$ 21.00
ALDI 64007	\$ 20.58
PICKTIME	\$ 19.99
WAL-MART #1551	\$ 18.93
WAL-MART #5667	\$ 18.93
USPS PO 5642800260	\$ 16.22
PRAIRIE SIDE ACE HDWR	\$ 15.18
HOERNEL LOCK & KEY INC-KE	\$ 14.85
AMZN MKTP US*2C3GX9ZJ0	\$ 14.76
SP * CUTECH TOOL LLC	\$ 13.96
TARGET 00022517	\$ 13.70
WALGREENS #3153	\$ 11.85
AMZN MKTP US*2C5FX9EG1 AM	\$ 10.99
AMAZON.COM*2C3VO66J1 AMZN	\$ 10.55
SHIFFLER EQUIPMENT	\$ 9.03
ABC SUPPLY 0205	\$ 7.50
GUM.CO/CC* LISA VAN GE	\$ 5.00
GOOGLE *ADS9789384311	\$ (1.08)
SMORE.COM	\$ (20.00)
PARTY CITY BOPIS	\$ (43.65)
US Bank Purchasing Card Payment - Individuals	\$ 223,188.59

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 16, 2021

Administrative Recommendation

It is recommended that the October 2021 cash receipt deposits totaling \$260,554.09, and cash receipt wire transfers-in totaling \$1,136,131.35, be approved.

Check numbers 606684 through 607515 (net of voided batches) totaling \$4,382,610.22, and general operating wire transfers-out totaling \$4,224,737.84, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the October 2021 net payroll and benefit EFT batches totaling \$13,973,295.74, and net payroll check batches totaling \$11,947.51, be approved.

Bethany Ormseth, Ed.D.
Interim Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa M. Salo, CPA
Accounting Manager

November 16, 2021
Board of Education Meeting

CODE OF CLASSROOM CONDUCT, POLICY 5430– CONDUCT AND DISCIPLINE, RULE 5430 – STUDENT CONDUCT AND DISCIPLINE, AND POLICY 5430’S ADMINISTRATIVE REGULATION – ADMINISTRATIVE REVIEW COMMITTEE RULES

Background:

The Code of Classroom Conduct, Policy 5430 – Conduct and Discipline, and Rule 5430 – Student Conduct and Discipline provide guidance to schools and families regarding conduct and behavior expectations in the classroom, as well as how they will be enforced to ensure our schools are safe and free from fear. Further, Policy 5430’s Administrative Regulation – Administrative Review Committee Rules provides guidance to schools and families regarding the procedures followed by the Administrative Review Committee in the event a student is referred to the Committee for conduct that may warrant expulsion proceedings or want to attend KUSD following expulsion from a district.

In the past, the annual district wall calendar housed the Code of Classroom Conduct, along with a few policies that were included for parents/guardians to review prior to the start of the school year. While developing this year’s calendar, it was found that neither the code nor the policy had been reviewed or updated in over 20 years. To ensure alignment with current best practices and district procedures, these items were reviewed and updated with the assistance of legal counsel and principals of all grade levels. Much of the updates include alignment with the Positive Behavior Intervention Strategies (PBIS) language now used by our schools, as well as the updated administrative review process used when policies are broken. The overall intent of the policy, rule, administrative regulation, and code remains the same.

During the review, it was determined that the Code of Classroom Conduct would best serve parents/guardians, students and staff if housed on kUSD.edu where it can be easily accessed along with all district policies at any time and from anywhere in the world with a computer and internet access. As such, a notice was placed in the 2021-22 district wall calendar notifying families that the Code of Classroom Conduct, annual notices and non-discrimination statement would be moved online.

Attachments:

- A. Updated Policy and Rule 5430
- B. Updated Administrative Regulation Policy 5430
- C. Updated Code of Classroom Conduct

Administration Recommendation:

Administration recommends that the Board approve the newly updated Code of Classroom Conduct, Policy and Rule 5430 – Student Conduct and Discipline, and Policy 5430’s Administrative Regulation – Administrative Review Committee Rules as a second reading on Nov. 16, 2021.

Beth Ormseth, Ed.D
Interim Superintendent of Schools

Tanya Ruder
Chief Communications Officer

Anthony Casper
eSchool Principal and Administrative Review Committee Chair

ATTACHMENT A

POLICY 5430
STUDENT CONDUCT AND DISCIPLINE

It is important that schools must be safe and free from fear, that rules be established to govern the conduct and behavior of all who work and learn in the schools, including the establishment of a *Code of Classroom Conduct*, and that these rules be firmly and consistently enforced throughout every school, school bus, and activity of the District.

Discipline begins in the home between the parent/guardian and student and continues in the school with the relationship between school personnel and the student. Each has the mutual responsibility for the maintenance of that discipline.

It is the objective and policy of the District to recognize, to preserve, and to protect the individual rights of all students and yet, at the same time, to encourage and enforce the exercise of these rights within the necessary framework of an orderly, efficient school process. Within this policy framework it is the duty of the School Board, the administrative staff, and the faculties of each school to prohibit and to prevent types of student conduct that constitute a menace to the continuing educational process. Behavior that becomes dangerous, disruptive, and destructive will not be tolerated.

LEGAL REF.: Wisconsin Statutes

Section: 118.13 Student discrimination prohibited

118.164 Removal of pupils from the class

120.13(1) Board powers; conduct rules, suspension and expulsion

121.52(2) Bus conduct rules

PI 9.03 Wisconsin Administrative Code (Student nondiscrimination policy requirement)

CROSS REF.: 5111 Bullying/~~Harassment/Hate~~
5473 Student Suspension
5474 Student Expulsion
5475 Discipline of Students with Exceptional Educational Needs
Code of Classroom Conduct
School Handbook

ADMINISTRATIVE REGULATIONS: 5430 - Administrative Review Committee Rules

AFFIRMED: April 13, 1991

REVISED: October 13, 1992
February 10, 1998
July 13, 1999
Nov. 16, 2021

ATTACHMENT A

RULE 5430 STUDENT CONDUCT AND DISCIPLINE

District schools will maintain safe learning and responsible student discipline. A safe and orderly environment is necessary for learning to take place.

Every individual throughout the District will take a direct, personal, and active responsibility for discipline. All certified ~~staff~~**personnel** will assume responsibility to protect this environment. Other school ~~staff~~**personnel** will share this responsibility as designated by the principal.

Students and parents/guardians must be aware that students are personally responsible for their behavior. This means that they will show courtesy and respect to teachers, staff members, students, and all others with whom they associate in the school. Discourtesy, disrespect, profanity, racial slurs, offensive language, and any other disruptive behavior that affects the operation of the classroom or school will not be tolerated. Behavior that becomes disruptive and destructive will also not be tolerated. Such behavior will be dealt with in a manner appropriate to the seriousness of the misbehavior and as specified in other District policies and in the *Code of Classroom Conduct*.

Students and parents/guardians must be aware that students face disciplinary action, including possible removal from a classroom, suspension and even expulsion any time they engage in conduct which endangers the property, health, or safety of others or disrupts the educational process and the classroom. This applies whether the student is engaged in such conduct while at or not at school or while under or not under the supervision of a school authority. Students should also know that refusal or neglect to obey District rules, the rules established by the school principal, and local, state, and federal laws could also result in disciplinary action including possible suspension or expulsion. **Further, threats or false information concerning destruction of school property by means of explosives may also be grounds for disciplinary action including possible suspension or expulsion. Students who are at least 16 years old may be subject to discipline or expulsion for repeatedly engaging in conduct that disrupts the ability of school officials to maintain order or an educational atmosphere. Finally, students should be aware that state statute mandates that the District commence expulsion proceedings and expel any student who possesses a firearm while at school or while under the supervision of a school authority.** Suspensions and expulsions shall be handled in accordance with state law and Board policies.

The District adopted *Code of Classroom Conduct* and **Board approved policies** ~~are~~ designed to ensure that a healthy and productive learning environment exists in each classroom within the District.- The *Code of Classroom Conduct* and **Board policies** stipulates acceptable standards for student behavior in the classroom and ~~define~~ ~~indicates the procedures for~~ short- and long--term removal of students from the classroom. In addition to the *Code of Classroom Conduct* ~~and other Board of Education behavior policies~~, each principal shall develop, implement, and enforce rules concerning conduct and other factors which affect the health, safety, and welfare of the students and staff. -Such **school-adopted** rules are subject to approval of the Superintendent of Schools/designee. -Copies of the *Code of Classroom Conduct*, **Board policies**, and school-adopted rules shall be ~~available~~**distributed** to all students, teachers and parents/guardians ~~and shall be on file with the Superintendent via the District and/or school websites.~~

~~Students disrupting this environment may be referred to the principal/designee for appropriate disciplinary action. In taking corrective disciplinary action, the principal/designee will follow the steps as outlined in the Code of Classroom Conduct and as outlined for specific offenses in behavioral policies. However, the principal/designee may omit the beginning steps if the severity of the situation justifies a given course of action.~~

ATTACHMENT A

Students, teachers, parents/guardians and administrators should be aware that District policies and rules set fundamental guidelines concerning student behavior in certain specified instances. They do not attempt to cover all instances where student conduct may present problems. If any of the policies and rules or portions thereof are at any time determined to be in conflict with state or federal law, or found invalid by a court of law, such determination not to enforce a rule or such finding of invalidity shall not affect any other portion of the District's policies or rules.

RULE 5430
STUDENT CONDUCT AND DISCIPLINE
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~~All District staff are expected to work cooperatively in the prevention of disruptive behavior in the classroom. In situations where a student has been referred for administrative disciplinary reasons and/or administrative discipline is imposed upon a student, no teacher should be required to accept a student back into his/her classroom without written consent.~~ The principal/designee shall refer to the Administrative Review Committee any student who persistently disrupts classes, disobeys school rules and/or District policies, **possesses a firearm, makes threats concerning destruction of school property by means of explosives**, or who engages in conduct which endangers the property, health, or safety of others as outlined above. Recommendations for expulsions or educational alternatives shall come to the Board or the Board's designee through the Superintendent of Schools from the Administrative Review Committee.

All certified staff will be responsible for corridor control and conduct in accordance with plans developed by the principal. Corridor supervision will include supervision of restrooms and other student used facilities and areas.

When **educational support personnel** ~~Educational Assistants~~ are employed to assist in control of school halls, restrooms, and other areas of the school environment, their authority and responsibility will be prescribed by the principal.

Each teacher has the responsibility for ensuring that every student under the teacher's supervision has left the classroom and to see that such facilities are properly secured.

The District shall not discriminate in standards and rules of behavior or disciplinary action, including suspension and expulsion, on the basis of sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional, or learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.

ADMINISTRATIVE REGULATION

ATTACHMENT B

POLICY 5430
ADMINISTRATIVE REGULATION
ADMINISTRATIVE REVIEW COMMITTEE RULES

The District Administrative Review Committee (“Committee”) ~~members shall include the Executive Director of Special Projects, the Executive Director of K-8 Instruction, the Executive Director of 9-12 Instruction, and two instructional administrators~~ **shall be appointed annually by and serve at the pleasure of the Superintendent of Schools. The District’s legal counsel will** serve as advisor to the Committee in all deliberations.

This Committee shall observe the following procedures:

For Review of Expulsion Recommendations

1. The principal/designee shall refer to the ~~Administrative Review Committee~~ any student who: ~~persistently disrupts classes, disobeys school rules and/or District policies, or who engages in conduct which endangers the property, health, and safety of others, while at school or under the supervision of a school authority or while not under the supervision of a school authority.~~ **repeatedly refuses or neglects to obey school rules and/or District policies; knowingly conveys or causes to be conveyed any threat or false information concerning an attempt or alleged attempt to destroy school property by means of explosives; engages in conduct while at school or while under the supervision of a school authority which endangers the property, health, or safety of others; engages in conduct while not at school or while not under the supervision of a school authority which endangers the property, health, or safety of others at school or under the supervision of a school authority; endangers the property, health, or safety of any employee or school board member of the District; repeatedly engages in conduct while at school or while under the supervision of a school authority that disrupts the ability of school officials to maintain order or an educational atmosphere if the student is at least 16 years old; or possesses a firearm while at school or while under the supervision of a school authority**
2. Prior to the review with the ~~Administrative Review Committee~~, the following procedural steps must be completed by the principal/designee:
 - a. The principal/designee shall give prompt notice ~~(telephone)~~ to the ~~Executive Director of Special Projects~~ **Administrative Review Committee Chair** citing the present charges against the student. The ~~Executive Director of Special Projects~~ **Administrative Review Committee Chair** will give the principal a date and time for reviewing the case if satisfied that the particulars of the case warrant a review with the Committee.
 - b. The **referring principal/designee shall notify the** student and the parent/guardian ~~shall be told~~ of the reasons for referring the case to the Committee.
3. When a principal/~~designee~~ refers a student to the ~~Administrative Review Committee~~ with the recommendation for expulsion, and the Committee finds that the referral is appropriate, fair and just, the **Committee shall recommend that the District initiate expulsion proceedings against the student pursuant to Section 120.13(1)(c) of the Wisconsin Statutes.** ~~student shall be proceeded against as stated in state law.~~ State law requires that an expulsion proceeding must be conducted in accordance with established time periods and fundamental procedural protections that are required by the due process clause of the Fourteenth Amendment. All pertinent information will be assembled

and reviewed by the principal/**designee** prior to the presentation at the Administrative Review.

4. ~~In any case of expulsion, the Committee must first be satisfied that the interest of the school demands the student's expulsion. If~~When the Committee recommends an **expulsion** hearing ~~before with the a~~**Board-appointed designated expulsion Independent Hearing Officer(s) ("IHO")**, the District's legal counsel shall proceed in accordance with the procedural steps contained in current state law to arrange an adjudicatory proceeding before the ~~IHO expulsion hearing officer(s)~~ to act on the recommendation of the Superintendent of Schools and the ~~Administrative Review Committee~~.
- a. ~~When the Review Committee makes its decision to recommends an expulsion hearing for a student who has been determined by the District to have an exceptional educational need with a disability, the recommendation~~**expulsion proceedings will be held in abeyance pending until a Manifestation Determination Review ("MDR")**~~an Individual Education Plan (IEP) Committee to determines whether the relationship of the student's behavior that is the subject of the expulsion recommendation is a manifestation of to the student's disability handicapping condition. If the MDR unacceptable finds that the behavior in question is not related to the disability, the expulsion proceedings shall be initiated as recommended by the Committee. will proceed. If the MDR finds that the behavior is related to the student's a disability, then the expulsion proceedings shall not be initiated and the student's IEP team~~**Committee will consider appropriate program modifications as appropriate.**

POLICY 5430
ADMINISTRATIVE REGULATION
ADMINISTRATIVE REVIEW COMMITTEE RULES
PAGE 2

~~_____ b. When the Review Committee makes its decision to recommend a hearing for a student who is undergoing evaluations by members of a multidisciplinary team, the recommendation should be held in abeyance until completion of the evaluation.~~

5. When the Committee ~~makes its decision to recommends~~ an **expulsion** hearing ~~before with the IHO expulsion hearing _____ officer(s)~~, written notice of such action shall be sent **separately** to the student and parent/-guardian.

6. When the Committee finds that the presented facts do not warrant ~~at the Committee's recommendation for a hearing with the expulsion hearing officer(s)~~, the Committee **may will then** decide on educational alternatives so that the referred student can continue with his/her education. Educational alternatives may include, **but are not limited to: any of the following:**

- a. Referral to a District IEP team for **evaluation of** a suspected disability
- b. Modification of classroom schedule (example: mornings only)
- c. Transfer to another school
- d. Referral for counseling by school personnel or outside agency.

7. ~~Alcohol/controlled substances related reviews will be conducted in accordance with Board Policies and rules governing student alcohol and other drug use.~~

For Review of Enrollment Requests from Expelled Students

1. The Committee, as the designee of the Superintendent of Schools, shall review, evaluate, and

approve all requests for enrollment of any student under a current expulsion order from any school district who is seeking enrollment in the District prior to the expiration of the term of expulsion.

- 2. In reviewing a request for enrollment from an expelled student, the Committee shall review all applicable records from the student's previous school district, including but not limited to proof of residency.**
- 3. The Committee shall recommend approval or denial of the student's request for enrollment in accordance with Board policies and any applicable law.**
- 4. When the Committee recommends approval of the student's request for enrollment, that recommendation shall be taken to the Board of Education for action in accordance with the Committee's recommendation.**
- 5. When the Committee finds that a recommendation for enrollment is not warranted, the Administrative Review Committee Chair shall notify the student's parent/guardian of the Committee's decision.**

ATTACHMENT C

CODE OF CLASSROOM CONDUCT

Below is the KUSD Classroom Code of Conduct

~~CODE OF CONDUCT RESPONSIBILITIES~~

Creating and maintaining a safe, positive, and productive learning environment is the responsibility of everyone involved with our children's learning. Responsibility to establish and maintain this learning environment is shared by parents/caretakers, students, staff, and the District/community **as follows**:-

~~What follows are elements of the KUSD Code of Conduct.~~

- ***Parents/Caregivers***

Parents/caregivers have a responsibility to send their children to school prepared to learn. They set expectations and establish boundaries for their children including a respect for staff, self, other students, and school property. They are knowledgeable and supportive of the expectations of the school and work as partners with the school and staff. When dealing with a behavioral problem involving their child, parents/caregivers are open-minded and know the expectations of the school. They cooperate with the school in providing information, including a telephone number where the school can contact them at all times.

- ***Students***

Students take responsibility for their own actions, know rules and expectations, cooperate with the school staff, and treat other students with respect. Students have good behavior in and out of the classroom and accept **consequences** ~~punishment~~ for their actions. Students respect the learning environment of other students. Additionally, students arrive on time to class, follow directions, respect teachers' homework requirements, and establish at-home study time.

- ***Staff***

The entire school staff maintains a safe learning environment for students in the classroom and school. Staff **are**is open minded, consistent, communicative, and objective. The staff provides clear and reasonable expectations; establishes positive and affirming relationships with students; sets ~~age-appropriate~~ **age-appropriate** rules that reflect District policies and community standards; ~~supply~~ies students and parents with feedback; and **are**is encouraging and consistent when dealing with student behavior. Administrators maintain consistent enforcement of the school's behavioral **expectations**, policies, rules and procedures.

- ***District***

The District sets policy and defines expectations that are enforceable; supports each school; provides the tools, resources and funding to support school staff; and obtains feedback to refine policies and expectations. Furthermore, the District provides resources to ensure that educational programs make a difference in the lives of "hard-to-serve" students.

Following is the Code of Classroom Conduct ("Code"), which governs the standards of classroom conduct for all students and the procedures for removal from the classroom when these conduct standards are not met:

Reasons for Removing a Student from Class

Students may be removed from class for behavior that violates the Code, is dangerous, unruly or disruptive, or that interferes with the ability of the teacher to teach effectively. Two categories of behavior warrant either short-term or long-term student removal from class. These two categories are: **endangering** “zero-tolerance” behaviors and **repeatedly** disruptive classroom behaviors.

- **EndangeringZero-Tolerance Behaviors:** A student may be removed from a class or other activity by the teacher and/or building administrator for conduct or behavior occurring in the classroom, which violates the District’s “zero-tolerance” policies. Such behaviors are identified in District policy as behaviors for which students will be suspended from one to five days and for which expulsion will be considered. Since these behaviors and consequences are well defined in Board of Education policy (**available in full on the KUSD website**), they are not specifically identified in the Code of Classroom Conduct. However, removal from class is specified for most, if not all offenses, and Removal procedures identified in the Code will be followed whenever students are removed from class for suspendable behaviors.
- **Disruptive Classroom Behaviors:** A student may be removed from the classroom by the teacher if it has been documented by the teacher that if the student’s behavior has repeatedly interfered with the teacher’s ability to **effectively** teach the class. Behavior which may be considered as disruptive to the learning environment includes, but is not limited to:
 - Use of profanity
 - Inappropriate physical contact which hurts, distracts or annoys others, such as tapping, kicking, throwing things, hitting, biting, pushing, shoving, poking, pinching or grabbing
 - Inappropriate verbal conduct which upsets, distracts or annoys others, such as name calling, teasing, “baiting,” or casting racial slurs
 - Inappropriate verbal conduct that disrupts the educational environment including interrupting or disrespectful comments to the staff or other students
 - Inciting other students to act inappropriately or to disobey the teacher or class rules
 - Destroying the property of the school or of another student
 - Loud, obnoxious or outrageous behavior
 - **Being disrespectful to students or staff** Disrespecting the authority of the teacher

Types of RemovalProcedures for Removing a Student from the Classroom

Removal of a student from the classroom is a serious measure, and is not to be imposed in an arbitrary, casual, or inconsistent manner. Prior to the removal of a student from the classroom, customary intervention/corrective procedures, such as teacher consultation with principal and/or counselor, student conference, parent contact, and other measures to address the student’s behavior will have been prescribed by the staff member. It is anticipated that in most situations where long-term removal from a classroom is being considered, that the school staffing committee will have prescribed a plan to address the student’s behavior.

Any student may be temporarily removed from class under this Code by a teacher of that class. A “class” is any class, meeting, or activity which students attend and includes classes, resource room sessions,

labs, library time, assemblies, study halls, field trips, and recess. A “teacher” is a certified instructor, long term substitute teacher, or educational assistant who is employed by KUSD to supervise students independently or under the direction of a certified teacher.

Removal of a student from the classroom is a serious measure, and is not to be imposed in an arbitrary, casual, or inconsistent manner.

Listed below are **the two types of removal that may be imposed by KUSD:**~~the procedures for removing a student from a class. When a teacher or other staff member has determined that a student has violated the Code of Classroom Conduct:~~

● **~~Short-term~~First Time Removal: ~~for Violation of the Code of Classroom Conduct includes~~**

1. The teacher/staff member will remove the student from the class by following the school’s adopted procedure for sending a student to the ~~office~~**designated area for redirection** or disciplinary reasons.
2. In ~~some most~~ cases, the student will remain in a designated area for at least the duration of the class **period** or activity from which the student was removed. At the elementary level, **where a class encompasses the entire school day**, the teacher will designate the amount of time ~~during the school day~~ that the student is to be removed from class. Each building administrator shall designate a room, office, or other appropriate class, program or educational setting where the student shall remain during the period of removal from the classroom.
3. ~~Within 24 hours or sooner, the teacher/staff member shall complete and submit to the principal/designee a referral form indicating the reason for the removal of the student from the classroom.~~
4. ~~Within 24 hours of receipt of the referral or sooner, the building administrator/designee shall inform the student’s parents/guardians that the student was removed from class. Such notice may be by mail or telephone.~~
5. ~~The principal shall arrange a parent/guardian conference if either the parent or teacher/staff member so requests or if the principal so decides. The conference should include the principal, the parent/guardian of the student, the student, and the teacher/staff member. Support personnel may be included. At the conference, the referring teacher/staff member will report prior corrective procedures including parent/guardian conferences or contact, student conferences, and anecdotal notations of misconduct.~~
6. ~~Where it has been determined that the student will be given the opportunity to return to the class, the teacher/staff member and student will list the expectations for behavior in the class on the referral form. This may include suggestions for modifying behavior and the assistance of a counselor or other support personnel. Both the teacher and student will complete and sign the referral form and return it to the principal/designee.~~

7.3.

● ~~**Second Time Removal for Violation of the Code of Classroom Conduct**~~

1. ~~If, after being returned to the class, the student continues to exhibit undesirable behavior, the student will be removed from the class and a second referral form will be sent to the principal/designee who will notify the parent/guardian within 24 hours and arrange a meeting with the student, teacher and parent/guardian. The referral should set forth as clearly and completely as possible:~~
 - a. ~~the basis for the removal request;~~
 - b. ~~the alternatives, approaches, and other steps considered or taken to avoid the need for a long term removal;~~
 - c. ~~the impact, positive and negative, on the removed student; and~~
 - d. ~~the impact, positive and negative on the rest of the class. The original plan for behavior improvement will be reviewed, and a decision will be made as to whether the student should be returned to the classroom with a revised plan or considered for long term removal from the class.~~
2. ~~While a conference is pending, the administrator may not return the student to the regular classroom. A reasonable amount of time will be given for parent compliance with the request for the conference. If the parent is non-compliant, the administrator designee will proceed with a conference with the student and teacher. At the conference, the student is entitled to written or oral notice of the reasons for the removal, an explanation of the basis for the removal, and an opportunity to respond to the reasons for the removal.~~

● ~~**Long-term Removal: from the Class for Violation of the Code of Classroom Conduct**~~

In most cases, prior to the long-term removal of a student from the classroom, customary intervention/corrective procedures, such as teacher consultation with principal and/or counselor, student conference, parent contact, and other measures to address the student's behavior will have been attempted by school staff. This does not apply to incidents referred to the Administrative Review Committee.

~~*Depending*~~~~*Contingent*~~ *upon the infraction, the principal will implement one of the following long-term removal procedures: ~~long-term removal may include:~~*

1. ~~Following the conference, if it is determined that the student is to be removed on a long-term basis from the class, the administrator shall order the placement of the student according to one of the following steps:~~
 - a. ~~placing the student in an alternative class-education program or instructional setting within the school; or~~
 - b. ~~place the student in another class in the school, or in another appropriate place in the school;~~
 - c. ~~place the student in another instructional setting;~~
 - d. ~~modify the student's schedule in compliance with Wisconsin statute requirements;~~

e. ~~or referring~~ refer the student to the Administrative Review Committee **as outlined in Policy 5430 and Policy 5430AR.** ~~for expulsion consideration with a placement consideration to be held in abeyance pending recommendations of this committee and/or from an expulsion hearing. In any event, except in the case of expulsion, a student in long-term removal must continue to receive an educational program and services comparable to, though not necessarily identical with, those of the class from which he/she was removed. Such a program need not be in the precise academic subject of the student's former class.~~

~~Long-term removal from a specific classroom is an administrative decision not subject to a formal right of appeal. However, the parent(s)/guardian(s) of the student, and/or the student, shall have the right to meet with the building administrator and/or the teacher who made the request for removal. At the meeting, the building administrator shall inform the parent(s)/guardian(s) and student of the basis for the removal, the alternatives considered, and the basis for any decision. However, nothing in this Code shall prevent the building administrator from implementing a removal to another class, placement or setting prior to any meeting, and notwithstanding the objection of the parent(s)/guardian(s) or student.~~

~~The Superintendent of Schools/designee may permit schools to develop discipline plans and systems that include variations from the above rules as long as the school procedures address and promote extensive parent/guardian communication and comply with the District's behavior policies.~~

Notification to Parent/Guardian

Building administrators/designees are responsible for notifying parents/guardians of students being removed from class for both the short-term and/or long-term removal of students reasons from class. The method of notification shall be done by email and/or telephone. Notification shall be made as soon as practicable.

LEGAL REF.: Wisconsin Statutes Section: 120.13(1)(a) School Government Rules; Suspension; Expulsion

CREATED: 1999

UPDATED: November 2021

Kenosha Unified School District
Kenosha, Wisconsin

November 16, 2021

Better Together 2021-22 Plan

Background

On June 15, 2021, the board approved the following motion during a special board meeting: “*Mr. Battle moved to approve the updated version (June 15, 2021 – 3 p.m.) of the Better Together 2021-2022 Plan with face coverings/masks as optional for all students and staff starting June 16, 2021 and the removal of Administrative Regulation 4229 – Employee Face Coverings and Scrubs. Ms. Stevens seconded the motion. Unanimously approved.*”

- [Better Together 2021-22 \(English\)](#)
- [Better Together 2021-22 \(Spanish\)](#)

2021-22 Timeline

- **July 27, 2021 Regular Board Meeting**
 - No board action taken
- **August 24, 2021 Regular Board Meeting**
 - Board approved updates to 2021-22 Better Together Plan
- **September 28, 2021 Regular Board Meeting**
 - Board approved updates to the 2021-22 Better Together Plan
- **October 26, 2021 Regular Board Meeting**
 - No board action taken

Administrative Recommendation

Administration recommends that the School Board approve the changes outlined in Attachment A.

Bethany Ormseth, Ed.D.
Interim Superintendent of Schools

Tanya Ruder
Chief Communications Officer

William Haithcock
Interim Chief of School Leadership

Attachment A

Better Together plan update considerations UPDATED November 2021

Topic	Page no.	Revised language
Cover page	1	<ul style="list-style-type: none"> Updated revision date
Contents	2	<ul style="list-style-type: none"> Updated to align with new content
Introduction	3	<ul style="list-style-type: none"> Removed
General Overview	4	<ul style="list-style-type: none"> Mask item adjusted to include: <ul style="list-style-type: none"> Student athletes and fine arts performers (i.e. choir and theater) will have the option of whether or not they wear a mask while competing, physically active or performing only. Students and staff not competing, physically active or performing, as well as visitors/spectators, must wear masks.
Technology Access	4	<ul style="list-style-type: none"> Removed
In-person Learning	4-9	<ul style="list-style-type: none"> Section updated to combine all levels due to similar requirements Field Trips updated to clarify overnight travel <ul style="list-style-type: none"> Single day field trips may be considered by administration based on the following criteria: <ul style="list-style-type: none"> Safety plan at location Bus safety plan (i.e. mask required) Explicit connection to curriculum Safety plan evaluated and approved by school principal Exception to allow parents/guardians into buildings/buses as chaperones Overnight event or competition related trips will only be considered pending an approved safety plan, secured transportation and substitute coverage availability. Trips requiring multiple nights must be a result of a qualifying event and will only be considered pending an approved safety plan, secured transportation and substitute coverage availability. Extracurricular updated to clarify that outside organizations can host activities/clubs:

Attachment A

		<ul style="list-style-type: none"> ○ Extracurricular Activities In-person students may participate in supervised after-school activities with a safety plan approved by the building principal/designee. This includes activities such as athletics, clubs, dances/socials, student government, etc. Additionally, small group family education programs may be held. These activities are voluntary. For events and competitions see Field Trips above.
Virtual Learning	10-15	<ul style="list-style-type: none"> ● Content moved to webpage instead of plan <ul style="list-style-type: none"> ○ A note about the Kenosha Unified K-5 Virtual Program and eSchool is included with a link to learn more. ● Flyers on pages 14 and 15 were removed, but live on the Better Together webpage
Social and Emotional Learning	16	<ul style="list-style-type: none"> ● Removed from the plan, but a webpage is in development that will be promoted and shared with staff, students and families
Operations	17-28	<ul style="list-style-type: none"> ● Language about sick procedures removed because flyers are what is used/referred to when determining how/when students and staff stay home ● Flyers were all moved to the back of this section and remain in the plan ● Removed content about personal protective equipment, cleaning and hygiene as it is now common practice in our schools ● Visitor protocols were updated to better clarify when a parent should and can enter a building <ul style="list-style-type: none"> ○ The district intends to limit all non-essential visitors in buildings during the school day. Schools are encouraged to find ways to include visitors virtually when possible. Parent/guardian meetings may be held in-person at the request of the school or parent/guardian. <p>Visitors who are non-KUSD employees are allowed for academic, social/emotional, behavior and therapy purposes. This may include Officer Friendly, Seal-a-Smile, Kenosha Fire Department staff, school-based mental health therapy, mentors, chaperones for approved field trips, chaperones for approved socials/dances, family education program staff and attendees (after school only to limit student and staff exposure).</p> <p>Parents/guardians are encouraged to remain in their vehicles during any form of pickup and/or dropoff – before, during and after school. Parents/guardians dropping off their</p>

Attachment A

		<p>child(ren) after the school day has started should send students into the building by themselves. Parents/guardians picking their child(ren) up before the school day ends should call the school office. In this instance, parents/guardians should send a note to schools with their child indicating the need for an early dismissal. Elementary students will be walked out to the parent/guardian and may be asked to verify identification. Middle and high school students will be released to parents/guardians.</p> <p>Facilities use permits approved for outside groups (all classification of permit users except school activity groups) will include a cleaning and sanitizing fee for indoor rentals.</p>
Enhanced Procedures	29	<ul style="list-style-type: none">• Flyer remains online, but removed from plan

Kenosha Unified School District
Kenosha, Wisconsin

November 16, 2021
Board of Education Meeting

POLICY AND RULE 3421 – DISTRICT RECOGNITION AWARDS

Background:

In early 2021, Policy 3421 was developed to provide guidance to the Recognition Committee and district staff surrounding the district's service and peer-to-peer recognition programs, along with outlining IRS requirements tied to gifts that may be awarded to employees through such programs.

For more than 40 years, the KUSD's Recognition Committee has coordinated and implemented district recognition programs, such as the Recognition Dinner, Retiree Reception, 25-year Dinner and others. As it works to refresh and renew its approach to employee recognition in an effort to recruit and retain exceptional employees for the students of the district, it must also be mindful of IRS requirements when designing programs.

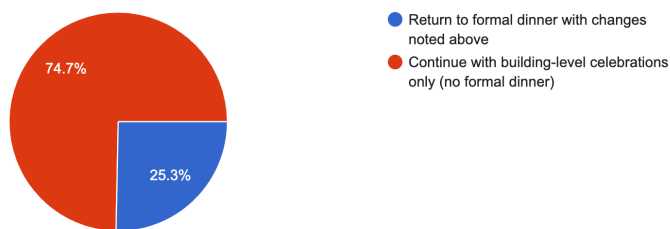
The policy and rule provide guidance to the committee and also makes employees aware of any wage implications tied to recognition programs that may be in place.

Following multiple years of surveying staff during COVID, which caused canceled dinners and events, it is evident that staff would prefer that we recognize more staff. With nearly 75% of survey respondents preferring to continue with building-level celebrations rather than an annual dinner, the committee has decided to support this change. This will include budgeting for supplies to support school celebrations, as well as freeing up enough funds to add 10- and 20-year service recognition to the list for all staff, which was also gleaned from the comments in the survey.

We will now honor 5-, 10-, 15-, 20- and 25-year service milestones, along with retirement and Spark Awards winners each year.

Due to COVID, the Recognition Dinner has been canceled for the past two years. Do you prefer to return to a formal dinner in 2022 for Spark Award winners, or do you prefer to continue with building-level celebrations such as those held this year on May 7?

620 responses



Administration Recommendation:

Administration recommends that the board approve the proposed revisions to Policy and Rule 3421 – District Recognition Awards as a first reading on Nov. 16, 2021, and a second reading on Dec. 14, 2021.

Bethany Ormseth Ed.D.
Interim Superintendent of Schools

Tanya Ruder
Chief Communications Officer

POLICY 3421
DISTRICT RECOGNITION AWARDS

Employee actions contribute to the success and achievements of the district. Therefore, it is in the best interest of the district to employ competent, committed employees to provide effective and proficient services to the district's students, families, and staff.

The district has two types of annual recognition, service and peer-to-peer awards.

Service awards express appreciation for employees' dedication and service at established milestones, including 5-, **10-** 15-, **20-**, 25-years and retirement. Peer-to-peer awards allow staff to nominate colleagues based on criteria established by the district's Recognition Committee.

The goal is to:

- Celebrate the culture of the district
- Encourage proficiencies
- Recognize longevity
- Acknowledge exemplary service
- Provide an instrument to recognize ongoing employee contributions and dedication, as well as a means to acknowledge and retain employees
- Offer rewards to award recipients that are useful in their daily lives

Service awards recipients shall be recognized in conjunction with their current department/school. Peer-to-peer award recipients also shall be recognized in conjunction with their current department/school.

LEGAL REF.: IRS Regulations

CROSS REF.: 3420 – Purchasing
3110 – Annual Operating Budget
3112 – Budget Administration
3121 – Financial Accounting
4260 – Personnel Records
6100 – Mission, Vision, Core Values and Strategic Goals

AFFIRMED: March 2021

REVISED: December 2021

RULE 3421
DISTRICT RECOGNITION AWARDS
Page 1

Covered Employees

All full-time equivalent (FTE) employees are eligible for service and peer-to-peer awards. Full-time equivalent refers to employees in the following groups: administrative support professional; administrator, supervisory, technical; community and student support; educational support professional; facilities; food services; interpreter; and teacher.

Timesheet employees, such as substitutes, coaches, etc., may be nominated under the Friend in Education category of peer-to-peer awards and do not qualify for service awards.

Years of Service Criteria

The Office of Human Resources will identify employees with 5, **10**, 15, **20** and 25 continuous years of school district service, as well as retirees with creditable years of retirement service annually and provide a list to Recognition Committee.

Service dates will be based on anniversary dates pulled as of Sept. 30. Retirements will be based on those who have filed official paperwork with the Office of Human Resources between April 1 of the previous year through March 30 of the current year. These criteria will be implemented effective Sept. 30, 2020, and will not be retroactive.

School District Service Defined

Qualifying years of service toward the 5-, **10-** 15-, **20-** and 25-year awards are defined as continuous years of full-time equivalent (FTE) status.

Creditable Retirement Service Defined

Employees with any number of continuous years of service as a full-time equivalent (FTE) employee with the district shall qualify for the retirement award.

Peer-to-peer Awards Criteria

Nominations will be submitted by each building/school by the end of January each year.

Peer-to-peer awards have the following criteria:

- Areas regarding positive relationships, innovation, instruction, communication, and professional learning, and ethical practice.
- The district's core values include safety, teamwork, unity, diversity, equity, nurturing, trust, and stability.
- Additional criteria for administration at the Education Support Center include administrative skills, school/department leadership, service district leadership, and professional development.
- All recommendations will be vetted by the Office of Human Resources to ensure honorees do not have pending personnel issues. In addition, employees who have received disciplinary action from HR and/or their direct supervisor will not be eligible to receive employee recognition of any kind for five years from the last date discipline was issued.

RULE 3421
DISTRICT RECOGNITION AWARDS
Page 2

Program Administration

The Recognition Committee is defined as a group of individuals tasked with reviewing, coordinating, budgeting and implementing for the district's annual recognition efforts in conjunction with necessary district staff. The members may include a variety of past winners, as well as representatives from departments critical to the success of said programs, such as the Finance Department, Office of Communications, and Office of Human Resources. As individuals step down from the committee, the committee shall agree nominate and approve new members. Current recognition efforts include a gift for service and peer-to-peer awards based on an amount designated by the Recognition Committee annually. District purchasing policies shall be followed when selecting vendors.

Records

The Office of Human Resources will maintain service and peer-to-peer award records.

Funds

All purchases for awards are dependent on the availability of Recognition funds. Donations are accepted.

Accounting and IRS Implications

Internal Revenue Service laws and regulations determine which awards are considered taxable wages to employees. IRS laws and regulations are periodically updated and taxability is subject to change.

The Recognition Committee will provide all previous calendar year-end IRS reporting information to the Finance Department by the end of the first week of January of the subsequent year, annually, to meet any W-2 wage reporting deadlines established by the IRS.

Kenosha Unified School District
Kenosha, Wisconsin

November 16, 2021
Board of Education Meeting

POLICY AND RULE 5436 - WEAPONS

Background:

In 2016, Policy 5436 - Weapons was reviewed and updated regarding knives only. Upon further review, it was determined that other portions of the policy also need updating to align with our current Administrative Review practices.

The main changes include removal of antiquated language referring to zero tolerance and clarifying the language regarding disciplinary action to point to the process outlined in Administrative Regulation 5430. This will ensure that as language or processes are updated in the future, the two policies will always align. Lastly, language about what incidents are referred to law enforcement was cleaned up so it accurately reflects current practice.

Administration Recommendation:

Administration recommends that the board approve the proposed revisions to Policy and Rule 5436 - Weapons as a first reading on Nov. 16, 2021, and a second reading on Dec. 14, 2021.

Bethany Ormseth, Ed.D
Interim Superintendent of Schools

Tanya Ruder
Chief Communications Officer

William Haithcock
Interim Chief of School Leadership

Kim Fischer
Regional Coordinator of Secondary School Leadership

Anthony Casper
eSchool Principal and Administrative Review Chair

POLICY 5436
WEAPONS

The Kenosha Unified School District shall strive to provide a safe and healthy environment for all persons on its premises or attending any of its activities or functions, **including prohibiting** ~~To aid in reaching this goal, the District will strictly enforce a zero tolerance policy that no one shall~~ the possession, use, or ~~storage~~ **storage** of a dangerous weapon on school property, school buses, or at any school related event. Furthermore, no student will use a dangerous weapon to threaten the life of another student, an employee, or any other person while on school property or engaged in a school activity on or off school property. “Dangerous weapons” include:

- A firearm, whether loaded or unloaded, operational or non-operational;
- A weapon facsimile that could reasonably be mistaken for an actual firearm; or other weapon. A weapon facsimile includes any object, device, instrument, material, or substance that substantially mimics a weapon;
- Any pellet or “BB” gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air;
- Knives of any length, razor blades, or box cutters, or
- Any object, device, instrument, material, or substance, whether animate or inanimate, that is used or intended to be used by the student to inflict death or serious bodily injury; or designed to inflict serious bodily injury or death, regardless of the student’s intent.

The following are exempted from this policy: weapons under the control of law enforcement personnel, theatrical props used in appropriate settings, starter pistols used in appropriate sporting events, military personnel armed in line of duty, ROTC instructional activities under the supervision of a certified staff member, and items pre-approved by the building principal as part of a class or individual presentation under adult supervision. -This approval must be in writing and granted prior to the weapon being brought to the school.

Persons violating this policy **will be referred to law enforcement** ~~may be referred~~ for **possible** prosecution under applicable laws and/or subject to school disciplinary action.

LEGAL REF.: Wisconsin Statutes Sections:

120.13(1)	School government rules: suspension; expulsion
948.60	Possession of a dangerous weapon for person under 18
948.605	Gun-free school zones
948.61	Dangerous weapons other than firearms on school premises
Federal Law	Gun-Free Schools Act of 1994

CROSS REF.:	5111	Anti-Bullying/Harassment/Hate
	5430	Student Conduct and Discipline
	5436.1	Fires, Fire Alarms, Explosives, Firecrackers and Spray Devices
	5436.2	Missiles
	5437	Threats /Assaults
	5473	Student Suspension
	5474	Student Expulsion
	5475	Students with Disabilities
		Employee Handbook

POLICY 5436
WEAPONS
Page 2

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: August 13, 1991

REVISED: October 8, 1996
September 9, 1997
May 11, 1999
February 23, 2016
December 14, 2021

RULE 5436
WEAPONS

Students violating the Board's **weapons** policy ~~on possession, use, storage of weapons, and use of weapons to threaten the life of others~~ will be subject to disciplinary action, including immediate suspension and a referral to the **Administrative Review Committee for Board for expulsion consideration, as outlined in Administrative Regulation 5430.** ~~from the regular school program. Except as otherwise specifically provided by law or the Board, a student found in possession of a dangerous weapon will be expelled from the regular school program for a minimum of one year or longer as determined by the Board. Such expulsion will not preclude the student violator's attendance in alternative programs or the receipt of educational services outside the regular school program during the period of expulsion. The Board may modify the expulsion requirement on a case by case basis.~~

Parent(s)/guardian(s) **of those involved** will be notified in all cases where this policy is violated. ~~Law enforcement, criminal justice, and/or other juvenile justice system officials will also~~ **will be notified and confiscated weapons will be turned over to appropriate law enforcement officials.** ~~Weapons will be confiscated by the District and turned over to the proper law enforcement officials.~~

The District will comply with federal and state laws and reporting requirements, including assurance of compliance with state regulations regarding student expulsion for firearms possession.

Kenosha Unified School District
Kenosha, Wisconsin

November 16, 2021

KUSD: District and School Achievement Plan Process

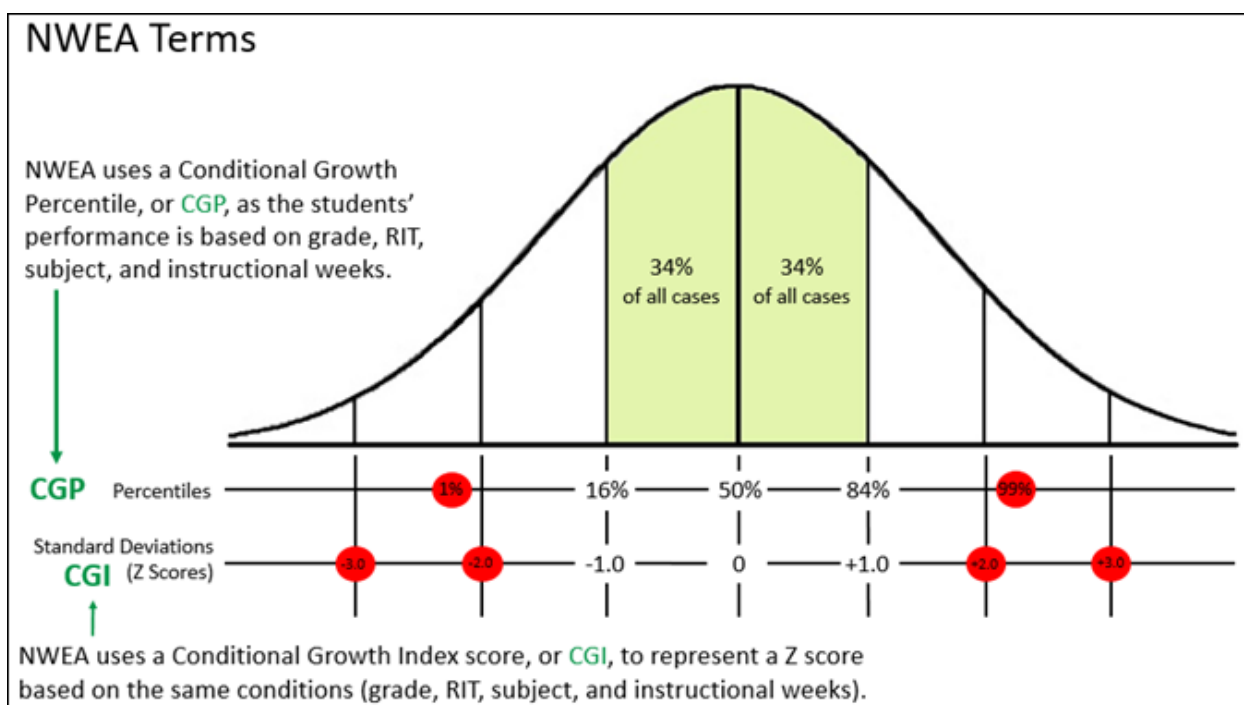
Background

In early July, 2021, KUSD Interim Superintendent Bethany Ormseth met with several district administrators and support staff to review past practices related to the development of annual School Achievement Plans. The primary goal was to develop a more uniform approach to establishing school goals, and then establish consistent applications of supportive measures to help promote academic and social growth for all students. For the multi-year academic goals, the NWEA Measures of Academic Progress (MAP) Interim assessments will be used for the elementary and middle schools, while the ACT Suite (ACT Aspire and ACT with Writing) assessments will be used to monitor progress for the high schools.

The initial steps centered on what measures would be used for these assessments, Appendix A shows a tiered structure from the bottom (district goal) all the way to the school, grade and student levels. Specific demographic goals can also be added along the way once the data is identified. The base goal at this time is that each level would achieve at least the 50th percentile of median conditional growth for both the Math and Reading MAP assessments. NWEA provides a measure related to comparative norms of reaching the 50th percentile. Schools can also work for each student to achieve the 65th percentile on the Spring assessment, as this threshold would help reduce gaps. Each school will be able to use this guide with linked resources to continuously update a school Google template for summary analysis. Here's a sample portion of the template:

School Literacy Data - Measure: NWEA MAP								
Assess Current Reality / Benchmark Data								
Median Conditional Growth at or above the 50th percentile and academic achievement at or above the 65th percentile on MAP Growth Reading Literacy results (MCGP = median conditional growth percentile)								
	2020-21		2021-22		2022-23		2023-24	
	MAP MCGP Fall to spring	>=65% Spring Achievement	MAP MCGP Fall to spring	>=65% Spring Achievement	MAP MCGP Fall to spring	>=65% Spring Achievement	MAP MCGP Fall to spring	>=65% Spring Achievement
District								
Schoolwide								
K								
1								
2								
3								
4								
5								

Conditional Growth is a standardized measure of how good the student's MAP RIT score growth was from one iteration to the next. In other words, not just how much growth the student had but how good that growth was compared to other students. That is an important distinction because based on the starting RIT score for each student, their grade level and amount of instruction, each student's growth will be different. It is generally more difficult for students that start with a relatively high RIT score and/or in higher grades to grow the same number of RIT points as a lower achieving student or a student in a lower grade. Conditional growth allows for a fair comparison across demographics, achievement levels, subjects, and grades and this is the reason conditional growth and more specifically conditional growth percentile was chosen as the School Achievement Plan (SAP) goal measurement for grade K-8. Conditional growth percentile indicates how good the students' growth was relative to the national NWEA Norm study population. So a student that scored at the 50% met their growth goal and experienced growth better than 50% of the national norm population.



An annual timeline for schools to follow, along with further reporting resources is provided with Appendix B. The MAP Assessments are provided three times a year, with executive summary reports provided to school administrators and support staff in late winter and late Spring. The Office of Educational Accountability will also provide guidance and data analysis along the way. Appendix C provides the historical district and school performance for the median conditional growth percentile. Most schools and the district achieved the 50th percentile in school years 2017-18 and 2018-19. The Spring 2020 assessments were cancelled due to the early stages of the COVID pandemic. School year 2020-21 produced a near even split of students learning virtual and onsite, and a noticeable drop in performance in regards to the median conditional growth percentile scores.

As mentioned above, the high schools will focus on the academic goals aligned to meeting readiness benchmarks with the ACT Suite of assessments, as those are given just once a year. High schools will also work to increase the enrollments of students participating in Youth Apprenticeship and Post-Secondary Credit options (Early College Credit Program and Start College Now). In 2020-21 there were 131 students who participated in Youth Apprenticeship and for the current 2021-22 school year, KUSD has 133 enrollments. In 2020-21, 103 students were enrolled in 156 post-secondary courses. At this time, 24 students were enrolled in 37 courses, though this figure will certainly increase once the semester information is received in January. All KUSD schools will also have a culture goal, concentrating on reducing discipline issues. Appendix C presents the most recent MAP and ACT school and demographic performance related to the goal process.

Next Steps

With the start of the 2021-22 school year, there is a current timeline which illustrates certain markers for progress monitoring, as well as supportive reports and measures each school and their staff will align with over the coming months. Each month School Leadership has dedicated time to support school administrators in this process. Educational Accountability, Teaching & Learning, and other departments will continue to collaborate to support this process so school administrators can, in turn, work with their school staff and students.

Informational Item

The annual District and School Achievement Plan Process is an informational item. Periodic updates will be provided and communicated.

Bethany Ormseth, Ed.D.
Interim Superintendent of Schools

Kristopher Keckler
Chief Information Officer

Julie Housaman
Chief Academic Officer

William Haithcock
Interim Chief of School Leadership

Appendix A

2021-22 KUSD K-8 Academic Growth Goals

Student Level Growth Goal- Grades K-8

To Data Source Map

Math Goal

Student will meet or exceed their expected MAP Math Growth number measured from Fall 2021 to Spring 2022. To close achievement gaps, students *with RIT scores below the 50% percentile for achievement will exceed their MAP expected growth goal by 1.5 years of growth (CGP 65%)*.

Reading Goal

Student will meet or exceed their expected MAP Reading Growth number measured from Fall 2021 to Spring 2022. To close achievement gaps, students *with RIT scores below the 50% percentile for achievement will exceed their MAP expected growth goal by 1.5 years of growth (CGP 65%)*.

School Grade Level Growth Goal - Grades K-8

To Data Source Map

Math Goal

The school's overall grade level median MAP Math Conditional Growth Percentile (Fall 2021 to Spring 2022) will be at or above the 50th percentile.

Reading Goal

The school's overall grade level median MAP Reading Conditional Growth Percentile (Fall 2021 to Spring 2022) will be at or above the 50th percentile.

School Growth Goal - Grades K-8

To Data Source Map

Math Goal

The school's overall median MAP Math Conditional Growth Percentile (Fall 2021 to Spring 2022) will be at or above the 50th percentile.

Reading Goal

The school's overall median MAP Reading Conditional Growth Percentile (Fall 2021 to Spring 2022) will be at or above the 50th percentile.

District Growth Goal - Grades K-8

To Data Source Map

Math Goal

The median district MAP Math Conditional Growth Percentile (Fall 2021 to Spring 2022) will be at or above the 50th percentile.

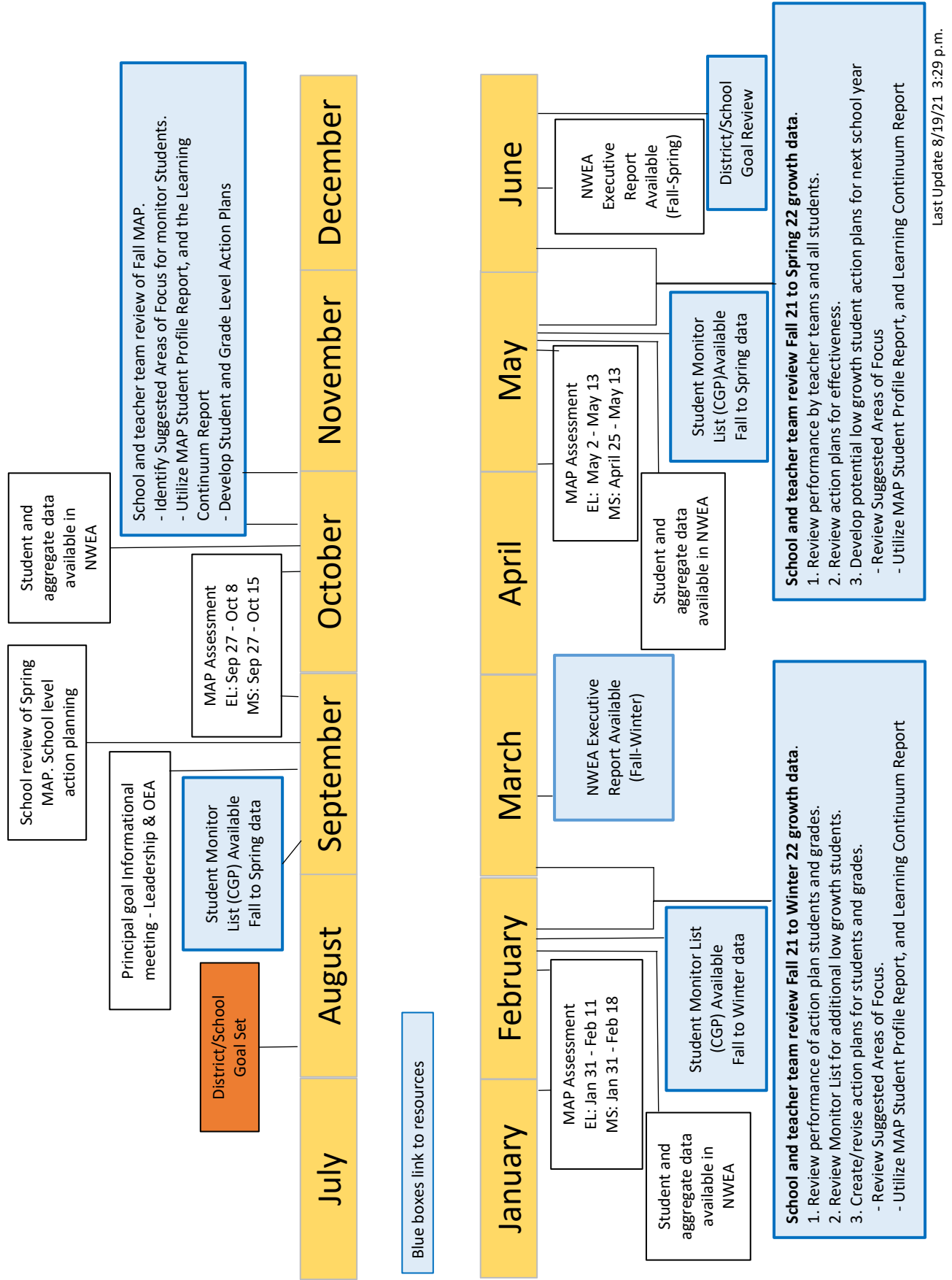
Reading Goal

The median district MAP Reading Conditional Growth Percentile (Fall 2021 to Spring 2022) will be at or above the 50th percentile.

Last update: 09/29/21

Appendix B

2021-22 KUSD K-8 Academic Growth (MAP) Goal Timeline



Appendix C

Math

School	Fall 17 - Spring 18 Median CGP	Fall 18 - Spring 19 Median CGP	Fall 20 - Spring 21 Median CGP
Bose	50%	46%	19%
Brass	28%	37%	16%
Brompton	83%	62%	53%
Bullen	51%	50%	27%
Dimensions	67%	50%	19%
EBSOLA CA	33%	19%	10%
EBSOLA DL	44%	45%	13%
Forest Park	45%	49%	38%
Frank	67%	54%	18%
Grant	50%	45%	23%
Grewenow	50%	56%	33%
Harborside	47%	57%	24%
Harvey	53%	52%	35%
Hillcrest	44%	12%	3%
Jefferson	62%	48%	12%
Jeffery	52%	73%	47%
KTEC	47%	54%	33%
Lance	56%	51%	28%
Lincoln	34%	36%	16%
Mahone	67%	54%	31%
McKinley	64%	46%	17%
Nash	51%	49%	45%
Pleasant Prairie	58%	52%	32%
Prairie Lane	58%	68%	63%
Roosevelt	59%	53%	33%
Somers	66%	66%	27%
Southport	58%	60%	31%
Stocker	52%	54%	43%
Strange	41%	45%	22%
Vernon	66%	53%	21%
Washington	57%	51%	19%
Whittier	52%	60%	35%
Wilson	45%	32%	20%
District	51%	51%	28%

Reading

School	Fall 17 - Spring 18 Median CGP	Fall 18 - Spring 19 Median CGP	Fall 20 - Spring 21 Median CGP
Bose	38%	44%	25%
Brass	36%	33%	16%
Brompton	69%	70%	40%
Bullen	54%	47%	27%
Dimensions	61%	56%	29%
EBSOLA CA	31%	23%	13%
EBSOLA DL	59%	36%	18%
Forest Park	52%	47%	27%
Frank	54%	62%	17%
Grant	53%	45%	22%
Grewenow	52%	50%	26%
Harborside	47%	51%	34%
Harvey	49%	66%	30%
Hillcrest	47%	21%	NA
Jefferson	59%	52%	15%
Jeffery	60%	76%	40%
KTEC	52%	52%	38%
Lance	54%	53%	28%
Lincoln	46%	37%	31%
Mahone	61%	59%	36%
McKinley	51%	45%	28%
Nash	51%	45%	38%
Pleasant Prairie	51%	56%	27%
Prairie Lane	63%	64%	46%
Roosevelt	63%	51%	31%
Somers	63%	67%	20%
Southport	55%	53%	27%
Stocker	57%	53%	30%
Strange	51%	39%	33%
Vernon	62%	58%	25%
Washington	57%	46%	24%
Whittier	59%	55%	30%
Wilson	45%	31%	24%
District	52%	51%	30%

Student Group	Fall 20 - Spring 21 Median CGP
African American	19%
Hispanic	25%
Asian	34%
Native American	21%
Two or More Races	28%
White	33%
Students with Disabilities	22%
Economic Disadvantaged	23%
English Learners	22%
Female	29%
Male	27%

Fall 20 - Spring 21 Median CGP
20%
26%
35%
36%
29%
34%
23%
25%
21%
32%
28%

Percent College Ready

Math

		2018	2019	2020	2021
Bradford	ACT Aspire	19%	19%	NA	7%
	ACT	NA	14%	19%	10%
Harborside	ACT Aspire	32%	41%	NA	16%
	ACT	NA	21%	21%	15%
Indian Trail	ACT Aspire	29%	32%	NA	14%
	ACT	NA	29%	30%	21%
LakeView	ACT Aspire	76%	80%	NA	39%
	ACT	NA	68%	78%	58%
Reuther	ACT Aspire	6%	5%	NA	0%
	ACT	NA	1%	4%	1%
Tremper	ACT Aspire	27%	27%	NA	12%
	ACT	NA	16%	24%	13%
District	ACT Aspire	28%	30%	NA	13%
	ACT	NA	23%	26%	17%

Reading

	2018	2019	2020	2021
	21%	19%	NA	9%
	NA	24%	25%	19%
	39%	34%	NA	24%
	NA	39%	32%	32%
	27%	33%	NA	17%
	NA	34%	34%	32%
	70%	64%	NA	35%
	NA	77%	78%	68%
	11%	9%	NA	5%
	NA	11%	7%	6%
	33%	27%	NA	15%
	NA	28%	34%	25%
	30%	29%	NA	16%
	NA	32%	32%	28%

African American	ACT Aspire	7%	9%	NA	3%
	ACT	NA	3%	7%	6%
Hispanic	ACT Aspire	15%	15%	NA	5%
	ACT	NA	11%	12%	5%
Asian	ACT Aspire	73%	76%	NA	40%
	ACT	NA	50%	77%	46%
Native American	ACT Aspire	25%	17%	NA	0%
	ACT	NA	50%	20%	0%
2 or more	ACT Aspire	28%	28%	NA	11%
	ACT	NA	14%	31%	13%
White	ACT Aspire	39%	42%	NA	30%
	ACT	NA	32%	36%	25%
Student with Disabilities	ACT Aspire	3%	3%	NA	1%
	ACT	NA	3%	1%	0%
Economic Disadvantaged	ACT Aspire	14%	14%	NA	4%
	ACT	NA	9%	10%	5%
English Learner	ACT Aspire	3%	1%	NA	0%
	ACT	NA	2%	0%	0%
Female	ACT Aspire	29%	31%	NA	13%
	ACT	NA	20%	28%	15%
Male	ACT Aspire	28%	29%	NA	13%
	ACT	NA	26%	25%	0.196

	10%	10%	NA	4%
	NA	7%	14%	12%
	19%	18%	NA	10%
	NA	20%	18%	14%
	52%	63%	NA	50%
	NA	50%	82%	46%
	25%	33%	NA	0%
	NA	50%	20%	0%
	28%	35%	NA	16%
	NA	18%	31%	24%
	40%	38%	NA	21%
	NA	43%	42%	38%
	6%	3%	NA	2%
	NA	8%	5%	4%
	17%	16%	NA	8%
	NA	17%	18%	14%
	1%	2%	NA	1%
	NA	2%	1%	0%
	35%	34%	NA	17%
	NA	32%	36%	30%
	32%	30%	NA	15%
	NA	33%	29%	26%

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 16, 2021

SCHOOL SAFETY LAW REQUIREMENTS

Background:

On March 26, 2018, the former Governor signed the Wisconsin School Safety Bill which created a new Office of School Safety in the Department of Justice (DOJ) and provided \$100M in funding for school safety grants of which KUSD received \$2,121,287. In addition to the grant funding, the new school safety law contained other requirements some of which require School Board review and approval. This report will serve as the formal Board approval of these requirements for 2021.

Emergency Operations Plan:

The law requires (State Statute 118.07 (4) (b, c, d & e)) that school districts file a copy of their school safety plan with the Department of Justice Office of School Safety prior to January 1, 2019, and before January 1 every year thereafter. We will submit our safety plan as part of the annual submittals to the DOJ at the end of December. The law also requires that the School Board review and approve the plan every three years, and that local law enforcement also review the plan. Our last formal review and approval was done in 2018, therefore this year is our required three-year review and update. We made a number of important additions and changes to our EOPs as part of this year's revisions including:

- Appendix 14 – KUSD Reunification Process. Previously we just referenced reunification in the EOPs but did not have a formal procedure.
- Appendix 15 – KUSD Pandemic Response Plan. We created a new plan based on our experiences the past 18 months using an excellent example developed by the Green Bay Area School District as a template. Previously we just had a link to the State's pandemic plan which focused on influenza outbreaks
- Appendix 16 – Guidelines for Staff During Student Walk-outs/Protest. This was developed from information provided in a webinar that the State DOJ put on this summer
- Appendix 17 – Response to Civil Unrest. Based on our recent experiences in Kenosha we felt it would be valuable to have something documented in our EOPs for future guidance.
- We updated the bomb threat checklist – Appendix 7 based on the latest version from the Department of Homeland Security.
- The other changes were mainly formatting, updating contact names and positions, and other minor revisions.

The following is a link to the updated EOP: [2021 KUSD EOP](#)

The other major change we are making this year is the creation of a simplified EOP document for use by each teacher and staff member in the event of an emergency. The EOP is too large and cumbersome for a teacher to grab and find a procedure during a crisis. The simplified EOP just has the action steps for school staff in the event of an emergency which are listed in alphabetical order. The following is a link to the simplified EOP template:

Link: [21-22 Pocket EOP](#)

The law enforcement review of both of these plans has been completed and the EOP was signed by the Director of the Kenosha County Emergency Management Lt. Horace Staples of the Kenosha County Sheriff's Department on September 27, 2021.

School Safety Assessments:

The law also requires (State Statute 118.07 (4) (b)) that school districts in consultation with a local law enforcement agency perform an on-site safety assessment of each school building, site and facility regularly occupied by pupils. To meet this requirement, KUSD hosted an 8-hour School Security Assessment Training session administered by the Wisconsin School Safety Coordinators Association (WSSCA) in 2018. A total of nineteen (19) Kenosha Unified, Kenosha Police Department, and Pleasant Prairie Police Department staff members attended the training session at Indian Trail High School & Academy. In the fall of 2018 members of the Facilities Department and officers from our two local police departments performed assessments of every school in the District.

Although the direction in the law and from the DOJ Office of School Safety is a little vague in terms of what is required on a three-year period for assessments, KUSD made the determination based on guidance provided by WSSCA that re-assessments should be performed in 2021. Two additional KUSD staff members attended the WSSCA training in September, and we created three assessment teams made up of a Facilities Department staff member and one of our School Resource Officers and have performed assessments of our schools in October and early November. The assessments involved three main areas of review:

- Direct observation of either student arrival or dismissal including all of the activities leading up to and following bell time.
- An interview with the School Principal and other appropriate team members
- A walkthrough of the building and site looking at specific areas related to school safety and security

The assessment tool used was developed by WSSCA and modified by KUSD to customize it for our District. Each assessment was summarized by the Facilities Department staff member participating in the assessment, and then was reviewed

by the Principal and the law enforcement officer who was on the assessment team. The information in the assessments does contain safety and security information that if made public could compromise the safety of our staff and students; therefore, they are not included in this report, but instead are submitted to the Department of Justice Office of School Safety via a secure portal.

Link: [2021 Security Assessment of Reuther & Harborside](#)

School Violence Event Safety Drills:

Another requirement of the law (State Statute 118.07 (4) (cp)) is that districts perform at least one annual drill related to a school violence event. As part of our District-wide adoption of ALICE a few years ago, KUSD developed a set of seven lesson plans per grade level that included two active threat/ALICE drills each year. The law also requires that the Principal of each school submit a brief written description of each annual drill(s) to the School Board within 30 days of holding the drill. Those assessments are coordinated by the Office of School Leadership. A copy of the most recent drill assessment is provided in the following link:

Link: [October 12, 2021 Drill Summary](#)

School Security Training:

There are a number of staff and student training requirements associated with the law and the two grant applications. One of the reporting requirements of the law (State Statute 118.07 (4) (e)) is to report the date of the most recent school training on school safety. KUSD has a very extensive training system related to ALICE as well as other safety and security prevention topics. As mentioned above, our ALICE training for students involves seven age-appropriate lessons/drills that were formally developed as lesson plans. We also have trained every staff member and new staff member the past several years on ALICE. The initial staff training is a three-hour session that includes 90 minutes of classroom instruction to understand both what is ALICE and why we have adopted it, followed by 90 minutes of active simulations in actual classrooms in our schools. In addition, existing staff are required to attend an on-line ALICE refresher through the Vector program administered by the Human Resources Department. Information related to our training initiatives related to ALICE this school year can be reviewed on the following three links:

Link: [2021-22 ALICE Training & Drill Schedule](#)

Link: [2021-22 ALICE New Staff Training Roster](#)

Link: [Vector Training Attendance Summary](#)

Administration Recommendation:

Administration recommends Board approval of the School Safety Law Requirements as described in this report.

Bethany Ormseth, Ed.D.
Interim Superintendent of Schools

William Haithcock
Interim Chief of School Leadership

Patrick Finnemore, PE
Director of Facilities



National Native American Heritage Month 2021

WHEREAS, National Native American Heritage Month is celebrated from November 1 through November 30 as a way to consider and recognize the contributions of Native Americans to the history of the United States of America; and

WHEREAS, Native Americans are descendants of the original, indigenous inhabitants of what is now the United States; and

WHEREAS, Native Americans have made important contributions to the United States and the rest of the world as business owners, artists, teachers, writers, members of our Armed Forces, and much more; and

WHEREAS, Their contributions to our society are cause for celebration and appreciation; and

WHEREAS, The month is a time dedicated to celebrating their rich and diverse cultures, traditions, and histories while acknowledging the importance of their contributions; and

WHEREAS, National Native American Heritage Month is an opportune time to educate students about tribes, raise a general awareness about the unique challenges Native Americans have faced both historically and in the present, and the ways in which tribal citizens have worked to conquer these challenges; and

WHEREAS, corresponding school activities held in November, as well as throughout the school year, will educate students about Native American 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 November 2021 as National Native American 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:

*Resolution 386
November 16, 2021*

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 16, 2021

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

November

- November 16, 2021 - Regular School Board Meeting – 7 P.M. – Indian Trail High School and Academy Auditorium
- November 24, 2021 – Half day for students and instructional staff
- November 25-26, 2021 – Thanksgiving Recess – District Closed

December

- December 14, 2021 – Regular School Board Meeting – 7:00 P.M.
- December 22, 2021 – January 2, 2022 – Winter Recess – District Closed

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