

STANDING COMMITTEE MEETINGS

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

December 7, 2021

5:00 P.M. – Curriculum/Program Committee

6:00 P.M. – Personnel Committee

7:00 P.M. – Audit/Budget/Finance Committee

8:00 P.M. – Planning/Facilities Committee

Kenosha Unified School District Curriculum/Program Committee Meeting

December 7, 2021 | 5:00 P.M. | ESC Boardroom

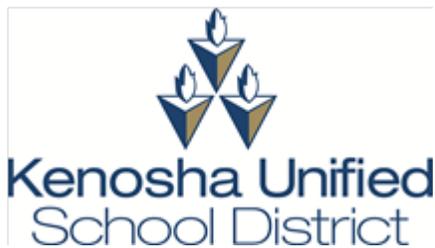
		Members: Todd Price, Chair/School Board Member Yolanda Adams, School Board President Mary Modder, School Board Treasurer Atifa Robinson, School Board Member Heather Kind-Keppel, Community Member Amber Infusino, Community Member Emilie Infusino, Community Member Andrew Levin, Community Member Howard Moon, Community Member Bridget Nash-Chrabasz, Community Member Shelby Prince, Student Member Cesar Ramirez, Student Member CasSandra Brooks, Staff Member Kristy Gaudio, Staff Member
Meeting called by	Todd Price	
Type of meeting	Curriculum/Program	
Facilitator	Todd Price	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

	Topic and Presenter	Outcome	Time allotted
1.	Review of June 1, 2021 Minutes – Price (page 1)	Review	2 Minutes
2.	Talent Development Program Services – Housaman/Clements (pages 2 -16)	Sharing/Questions	38 minutes
3.	11/16/21 Regular School Board Meeting Agenda Items - Price	Feedback/ Questions/Comments	5 Minutes

Other Information

Next Meeting: February 8, 2022
 Agenda Topic: Update on ESL Program



A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Modder was called to order at 8:00 P.M. with the following committee members present: Mr. Wade, Ms. Heimstead (virtual), Mr. Levin (virtual), Ms. Beere (virtual), Ms. Masters (virtual), and Mrs. Modder. Mr. Garcia was excused. Mr. Everman and Mr. Gomez-Solis were absent. Dr. Savaglio-Jarvis, Dr. Ormseth (virtual), Ms. Stevens, and Ms. Adams were also present. Mr. Price (virtual) arrived later.

Welcome/Review of Operating Principles

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

Review of April 13, 2021 Minutes

There were no suggested changes made to the minutes.

Better Together 2021-22 Plan

Dr. Savaglio-Jarvis presented the Better Together 2021-22 Plan via a PowerPoint presentation which covered the following topics: purpose, how did we arrive here, considerations, phases of decision making, Better Together Plan, in person learning, virtual learning, reaction 1: what information resonated most with you today, reaction 2: are there any factors you do not see considered in the information shared, and reaction 3: if you could change one thing, what would it be?

Mr. Price (virtual) arrived at 8:25 P.M.

Ms. Stevens suggested that the Better Together Plan encourage families to vaccinate their children and that visitors entering district buildings show proof of being vaccinated. Administration noted the suggestions.

Dr. Savaglio-Jarvis answered questions from committee members.

Dr. Savaglio-Jarvis noted that a special board meeting is scheduled for June 15 for the board to possibly take action on the Better Together Plan.

Evaluation of Operating Principals

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

The next meeting will take place on October 12, 2021.

Meeting adjourned at 8:39 P.M.

Stacy Stephens
School Board Secretary

KENOSHA UNIFIED SCHOOL DISTRICT

Talent Development Program Services

December 7, 2021



Wisconsin State Statute: s. 118.35 Programs for Gifted and Talented Pupils

Each school board shall ensure that all gifted and talented pupils enrolled in the school district have access to a program for gifted and talented pupils.



School Board Policy 6423: Talent Development Program

- Appropriately identify and serve all gifted and talented students
- KUSD utilizes a Multi-level Systems of Support (MLSS) framework to provide services for students with advanced learning needs.



Key Characteristics of an Effective Plan

- The MLSS framework incorporates the effective key characteristics:
 - **Systemic** - programming across all grade levels
 - **Collaborative** - staff members work together
 - **Sustainable** - an integral part of the school's staffing and funding
 - **Responsive** - to student's academic needs
 - **Fluid** - flexible and adaptive to student needs
 - **Appropriate**- opportunities provided to meet individual student needs
 - **Aligned** - goals that are aligned with state statutes, professional standards, research, and effective practice



Use of MLSS

- Differentiated core curriculum to respond to individual differences
 - Tier 1 - Universal curriculum (all students)
 - Tier 2 - Targeted extensions
 - Tier 3 - Talent development program
 - Elementary and middle school - Gifted and Talented Education Plan (GaTE) written
 - High school - student self-selection of course offerings



Tier 1 Universal Instruction

- All students
- Majority of student academic needs met in the classroom setting
- Differentiation of grade level curriculum standards
 - Flexible instructional grouping
 - Content, process or products
 - Tiered lessons and/or assignments





Tier 2 Targeted Extensions

- Select students
- In-depth extension of grade level curriculum and standards within the classroom setting
 - Curriculum compacting
 - Complex higher level thinking activities
 - Problem-based/project-based learning
 - Individual explorations based on interest
 - Honors level courses





Tier 3 Elementary Services

- Students identified through universal screening process or teacher/parent referral
 - Gifted and Talented Education Plan (GaTE) written
 - Learning environment
 - Boundary elementary school
 - Elementary Enrichment Program at Roosevelt
 - Subject/grade level acceleration





Tier 3 Middle School Services

- Students identified through universal screening process or teacher/parent referral
 - Gifted and Talented Education Plan (GaTE) written
 - Individualized plan based on student's identified area(s) of strength
 - Curriculum acceleration for math
 - Learning environment
 - Kenosha eSchool/boundary middle school and high school





Tier 3 High School Services

- Students self select advanced level courses
 - Advanced Placement (AP) courses
 - Early College Credit
 - Start College Now
 - Youth Apprenticeship

- Advanced level courses are recorded on high school transcript





Universal Screening Process

- Elementary screening process - Grade 1
 - Screening assessments
 - NNAT & CogAT
- Middle school program screening process - Grade 5
 - Screening assessments
 - MAP, WI Forward & CogAT





Elementary Enrichment Participation

Year	Number Identified	Number opting to stay at boundary elementary school	Number Attending Elementary Enrichment Program at Roosevelt	Number placed on Waitlist for Elementary Enrichment Program	Current Waitlist Numbers
2021-2022	66	32	28	6	3*
2020-2021	46	25	21	0	0
2019-2020	47	14	28	5	2**
2018/2019	44	29	15	0	0
2017/2018	57	30	27	0	0
2016/2017	46	23	23	0	0
2015/2016	64	43	21	0	0

*Two students from the waitlist were moved into the program, one student on the waitlist moved out of the district

**A student was added to the waitlist during the 2020/21 school year



Elementary Enrichment Annual Enrollment

Year	2nd Grade Enrollment	3rd Grade Enrollment	4th Grade Enrollment	5th Grade Enrollment	Total Elementary Enrollment
2021/22	28	19	28	20	95
2020/21	18	28	20	28	88
2019/20	28	19	26	22	95
2018/19	15	26	24	25	90
2017/18	27	22	23	23	95
2016/17	23	22	21	22	88
2015/16	21	22	22	22	87



Middle School Enrichment Participation

Year	6th grade		7th grade	8th grade
	ELA	Math	Math	Math
2021/22	24	27	23	10
2020/21	17	26	15	16
2019/20	18	16	24	29
2018/19	23	21	29	N/A
2017/18	38	33	N/A	N/A

THANK YOU

Any questions?

You can find us at:

jhousama@kUSD.edu

pclement@kUSD.edu



kUSD.edu



KenoshaSchools



KenoshaSchools



KUSD



KenoshaSchools

Kenosha Unified School District Personnel Committee Meeting

December 7, 2021 | 6:00 P.M. | ESC Boardroom

		<p>Members: Yolanda Adams, Chair/School Board Pres. Todd Battle, School Board Vice President Todd Price, School Board Member Atifa Robinson, School Board Member Odin Cabal, Community Member Valerie Douglas, Community Member Tom Duncan, Community Member Adelene Greene, Community Member Dawn Schroeter, Community Member Jessica Shauman, Community Member Christian Cecala, Student Member Stefinie Washington, Student Member Matthew Kauffman, Staff Member Angela Konicki, Staff Member</p>
Meeting called by	Yolanda Adams	
Type of meeting	Personnel	
Facilitator	Yolanda Adams	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

	Topic and Presenter	Outcome	Time allotted
1.	Review of June 1, 2021 Minutes - Adams (page 1)	Review	2 Minutes
2.	KUSD Recruiting and Hiring Overview – Neir (pages 2-21)	Sharing/Discussion	38 Minutes
3.	11/16/21 Regular School Board Meeting Agenda Items - Adams	Feedback/ Questions/Comments	5 Minutes

Other Information

Next Meeting: February 8, 2021
 Agenda Topic: 2022-23 Employee Handbook



KENOSHA UNIFIED SCHOOL BOARD
PERSONNEL MEETING
Educational Support Center – Room 110
June 1, 2021
MINUTES

A meeting of the Kenosha Unified Personnel Committee chaired by Mr. Price was called to order at 5:01 P.M. with the following committee members present: Ms. Adams, Ms. Stevens, Ms. Coshun (virtual), and Mr. Price. Dr. Savaglio-Jarvis, Dr. Ormseth (virtual), and Mrs. Ruder (virtual) were also present. Mr. Nixon, Ms. Tucker, Mr. Steplyk, Ms. Zilisch, and Ms. Davis were absent.

Welcome/Review of Operating Principles

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

Review of April 13, 2021 Minutes

There were no suggested changes made to the minutes.

Medical Insurance/Plan Design Discussion

Dr. Savaglio-Jarvis introduced Mr. Chris Smessaert (virtual) from Hays Companies and he gave a Medical Insurance/Plan Design PowerPoint presentation which covered the following topics: benefit information overview, medical plan considerations (background & current and future consideration), and proposed medical RFP timeline.

Mr. Smessaert and Mr. Kevin Neir, Interim Chief Human Resources Officer, answered questions from committee members.

Ms. Stevens requested additional information in regards the number of employees who provide benefits to children up to age 26 and the cost for same. Administration noted the request.

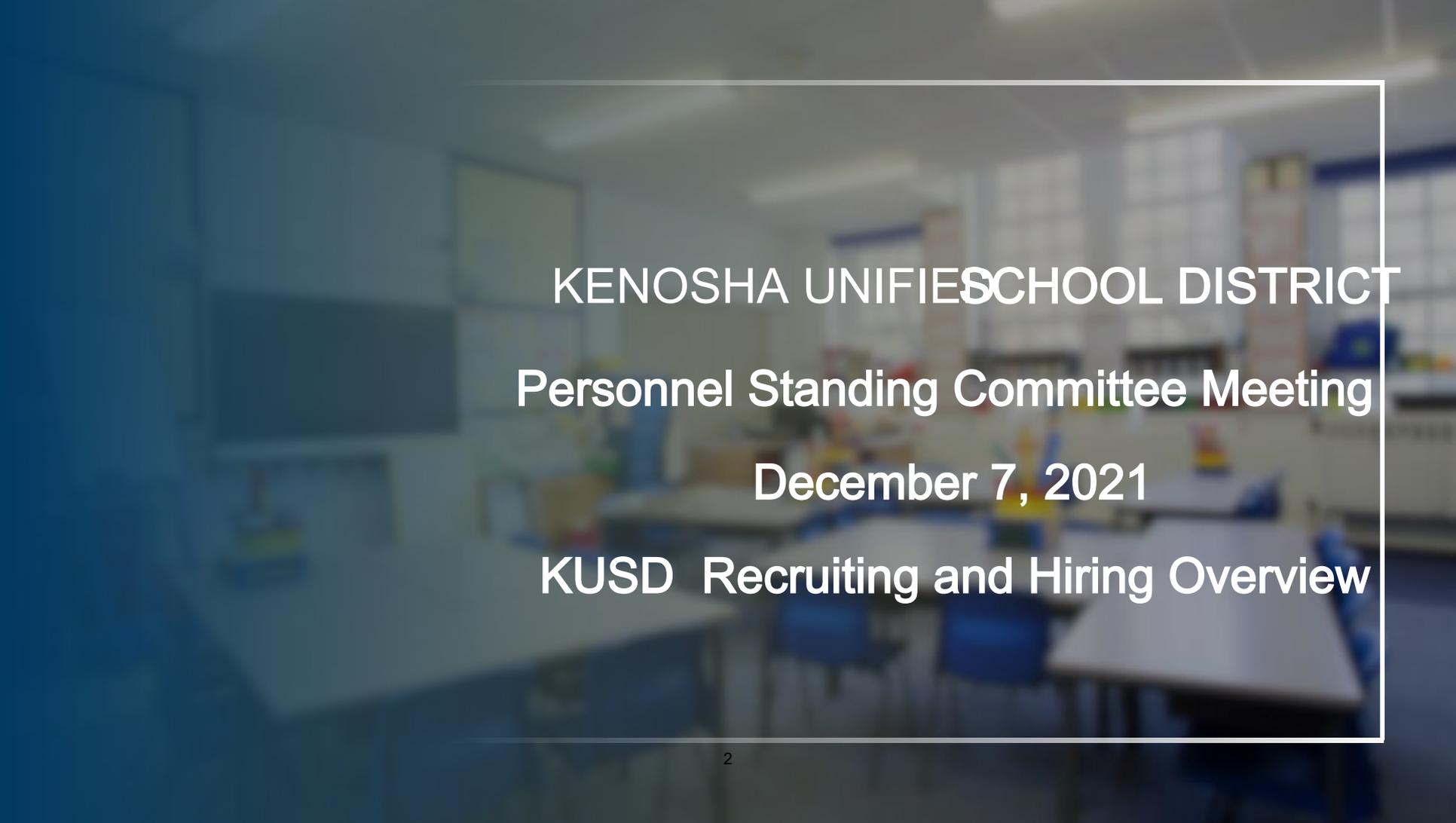
Evaluation of Operating Principals

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

The next meeting will take place on October 12, 2021.

Meeting adjourned at 5:42 p.m.

Stacy Stephens
School Board Secretary

A blurred background image of a classroom with desks, chairs, and educational posters on the wall. The text is overlaid in white on a semi-transparent blue background.

KENOSHA UNIFIED SCHOOL DISTRICT
Personnel Standing Committee Meeting
December 7, 2021
KUSD Recruiting and Hiring Overview



Purpose

- The purpose of this presentation is to address questions which were raised by the Board regarding the current recruitment and hiring process.

Questions

- How were candidates notified if they were not selected for an interview?
- Is it feasible for HR to respond to all candidates about the status of their job application?

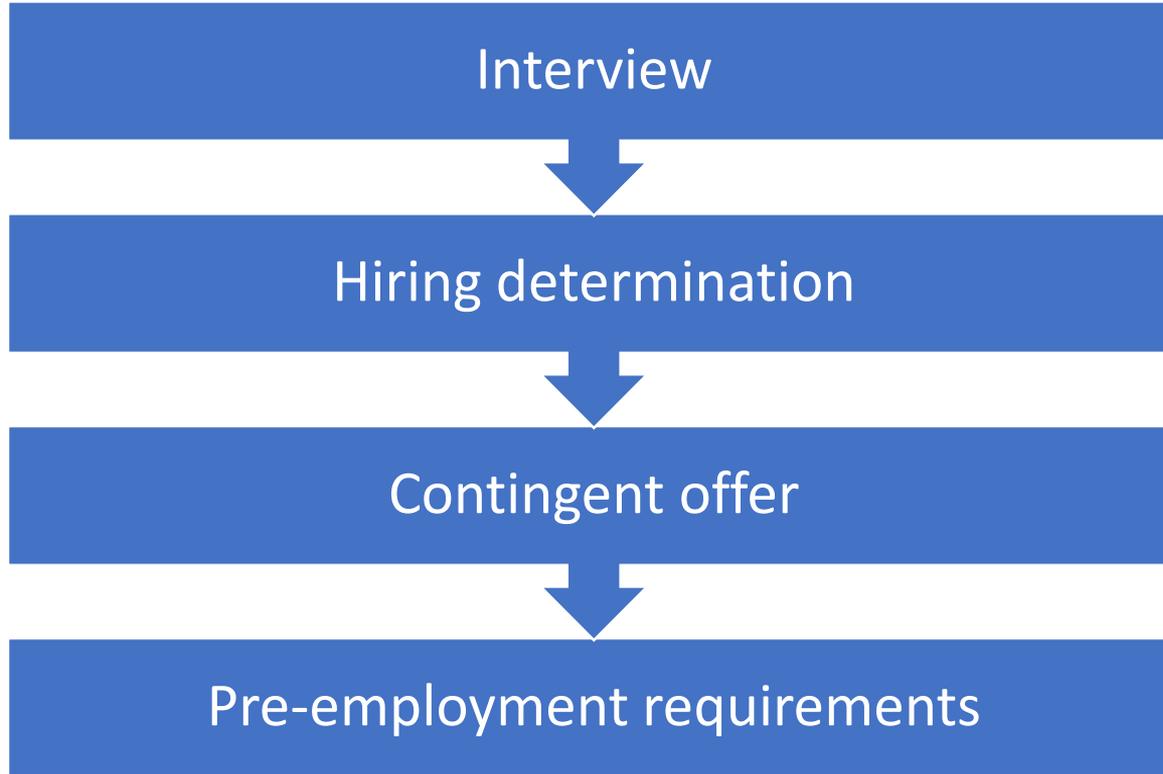


Agenda

- Current Recruiting & Hiring Practice
- Job Boards vs. Applicant Tracking Systems
- Limitations of WECAN
- About PowerSchool Unified Talent
- Benefits of PowerSchool Unified Talent
- The Improved Applicant Experience through PowerSchool
- Next Steps



Hiring process





Pre-employment requirements

- ✓ WECAN application
- ✓ Interview
- ✓ Background check
- ✓ 3 positive references
- ✓ 3 Letters of recommendation (for teachers)
- ✓ TB test
- ✓ Drug Screen
- ✓ Physical
- ✓ DPI License verification



Onboarding

New Hire Paperwork



Sign In



Orientation



Current Recruiting & Hiring Practice

- Very manual process
- Limited tracking capability
- No central application point
 - WECAN – Wisconsin focused job board
 - Indeed – National job board
 - Handshake – University job board



Current Recruiting & Hiring Practice

- KUSD primarily uses WECAN job board to attract applicants to the district.
- WECAN is also used as the district's applicant tracking system.
- Positions are posted on additional job sites such as Indeed.com and Handshake

The screenshot shows the WECAN login page. At the top left is the WECAN logo with the text "Wisconsin Education Career Access Network". Below the logo, a grey banner contains the text: "Welcome to the Wisconsin Education Career Access Network employment application for K-12 Wisconsin schools." Below this banner, there is a section titled "Get started by logging in or creating an account!". On the left side of this section is a blue button labeled "Create an Applicant Account". Below the button, a note states: "All applicants must create a new account in the new WECAN system. Accounts were not transferred from the previous WECAN website." Below this note, there is a link for "Applicant Help". On the right side of the page, there is a "Log In" section with two input fields: "Email Address" (containing "humanresources@kUSD.edu") and "Password" (containing "*****"). Below the password field is a link for "Forgot your password?" and a blue "Log In" button. Below the login section is a "Supported Browsers" section with the text: "WECAN works best using a modern browser like: Chrome, Safari, Firefox, or Edge. WECAN is not fully supported on phone or tablets at this time." At the bottom of the page, there is a footer with the following text: "WECAN is a nonprofit venture supported by fees from school employers set to cover expenses. WECAN was created by a collaboration of Wisconsin school employers, teacher training colleges and teachers working through Wisconsin Association of School Personnel Administrators (WASPA). WECAN is managed and maintained by the School of Education at the University of Wisconsin-Madison."



Job Boards vs. Applicant Tracking Systems

- Job Boards attract applicants to an organization's job opening.

indeed

 **WECAN**
Wisconsin Education Career Access Network

glassdoor

 **CareerBuilder®**

- Applicant tracking systems collect and store applicant data for an organization to use in their recruiting and hiring practices.

Silkroad

Workday

Ultipro

Frontline

PowerSchool



Limitations of WECAN

- KUSD primarily uses WECAN to advertise our job openings.
- Limitations of WECAN
 - Limited customization
 - Geographically limited pool of applicants
 - Primarily WI applicants on WECAN
 - Unable to disposition applicants
 - Unable to notify applicants that they were not selected
 - Limited ability create talent “pipelines”
 - Limited reporting capabilities
 - Incredibly manual system



PowerSchool Unified Talent

KUSD currently uses:

- **WECAN, Indeed, and Handshake** Recruiting
- **Bplus** finance module of **PowerSchool**: Payroll, purchasing, and some HR functions in Employee Online such as viewing enrolled benefits, job information, personal information
- **Frontline**: Absence Tracking & Substitute Management, Professional Learning & Time & Attendance

KUSD is looking to implement a tool like PowerSchool:

- **PowerSchool Unified Talent**: An integrated Hire to Retire system that works directly with the Finance module



PowerSchool Unified Talent

Welcome Heather (Not Heather?) | Account Settings | Sign Out

English | Hire Home | Internal | Admin | Help



Apple Grove
Unified Schools
Empowering Brighter Futures.

You have been invited to an interview. Click the Interviews tab or [click here](#) to see additional details.

Job Listings

Profile

Application Status

Interviews

References

Documents

Job Offers

Help

[Sign Out](#)

Current Applications for Heather Nichols

Job Title	Status	Applied	Conf#	Comments
Elementary School Teacher	Application Received	08/24/2020	1159	PDF withdraw
High School Math Teacher	Application Received	07/30/2019	113	PDF withdraw
Academic Coach	Application Under Review	07/16/2019	98	PDF withdraw

Applications for Closed or Filled Jobs

Job Title	Status	Applied	Conf#	Comments
8th Grade Science Teacher	Position Filled/Closed	11/13/2017	48	PDF

The Application Status tab will show you your current applications as well as applications for jobs which have been closed or been filled by another applicant. You may only apply for a specific posting one time.

If you have any required assessments or tasks from HR, those will be listed under the "Required Assessments" heading. Please complete these as soon as possible; the District may choose to not consider applicants who have not completed their assessment.

If you are no longer interested in this position, you may click 'withdraw' to be removed from consideration.

Background Check Disclaimer

[Edit Background Check Disclaimer](#)

- ✓ Improved candidate experience
- ✓ Simplified application
- ✓ Instant status view
- ✓ Communication!



Disposition of Applicants

[Applicant Notes](#) | [Vacancy Pipelines](#) | [Category Pipelines](#)

JobCode: 210 - Assistant Principal - High School (TEST POSTING)

- Application - There are 0 applicants in this stage.
- Phone Screen - 0 applicants in this stage - This applicant entered on 8/19/2021 12:26:08 PM (Placed by JHart) - This applicant exited on 8/19/2021 12:27:26 PM
- Interview - 0 applicants in this stage - This applicant entered on 8/19/2021 3:08:40 PM (Placed by JHart) - This applicant exited on 8/19/2021 3:11:00 PM.
- References - There are 0 applicants in this stage.
- Offer - There are 0 applicants in this stage.
- Recommend for Hire - 0 other applicants(s) - This applicant entered on 8/19/2021 3:11:00 PM (Placed by JHart).
- *Reject - There are 0 applicants in this stage.
- *Hold - There are 0 applicants in this stage.



EEO Reporting

EEOC Report

Candidates By Gender

Generated by TalentEd Hire on 12/01/2021

	Applied
Total Applicants	178
Declined To Identify	28
Female	81
Male	69

Candidates By Ethnic Background

Generated by TalentEd Hire on 12/01/2021

Total Applicants
Decline to Identify
White (Non Hispanic)
African-American/Black (Non Hispanic)
Asian
Pacific Islander
American Indian
Alaskan Native
Hispanic
No Response

Generated by TalentEd Hire on 12/01/2021

REPORTS

Background Check Info					
Test					
Test					

APPLICATION REPORTS

Applications Per Day		
Employment History Report		
Outstanding Interviews		
Prescreening Status		
Seniority Date Report		

HIRES

Closed Position Summary					
Closed Position Summary - Federal 2010					
Copy of Hire Queue					
EEOC Report					
EEOC Report - Federal 2010					
EEOC Report By Date					
EEOC Report By Date - Federal 2010					
Hire Queue					
Hires for Payroll					
Job Category Summary					

JOBS AND REQUISITIONS

Jobs Report					
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RECRUITING

Applicant Sourcing		
Job Fair Comparison		
Job Fair Summary		

MONITORING

System Monitor - Candidate Applications		
System Monitor - Login History For All Users		
System Monitor - Login History For Each User		
System Monitor - Overall Application Usage		



Efficient Communication

Finished!

Your Application was submitted to Kenosha Unified School District. You will receive an automated confirmation email momentarily. Be sure to read it as it may contain further requirements regarding candidacy.

Note: The email is sent from mailbot@applitrack.com. Depending on your email settings, you may need to add it to your "Allowed Senders" list or it may be delivered to your junk mail folder.

[Show/Hide Email Text](#)

This message confirms submission of your online Application to Kenosha, at 9/9/2021 11:15:58 AM Central Time. Please review the messages and summary below.

Secretarial/Clerical

Your application has been received. Thank you for your interest in Kenosha Unified School District.

Summary of Employment Desired

Your Current Vacancies:
Secretarial/Clerical

- JobID: 221 - Administrative Specialist (12 mo) (TEST POSTING)

[Print this page for later reference](#)

[Print your completed Application](#)

Dear Jennifer Hart,

This message confirms submission of your online Application to Kenosha, at 9/9/2021 11:15:57 AM Central Time. Please review the messages and summary below.

For Secretarial/Clerical Applicants:

Your application has been received. Thank you for your interest in Kenosha Unified School District.

You can log back in to your Application at: <http://www.applitrack.com/kenosha/OnlineApp/>

Summary of Employment Desired
Your Current Vacancies:
Secretarial/Clerical

- JobID: 221 - Administrative Specialist (12 mo) (TEST POSTING)



The Improved Applicant Experience

1. More visually appealing applicant landing page
2. Automated message thanking the applicant for applying
3. Applicants can edit or update their application and profile easily
4. Managers can communicate directly with candidates – interviews, offers, rejection emails , etc.
5. Managers can view candidate disposition eliminating multiple calls for positions.
6. Faster turnaround for offers due to fully online process
7. Fully electronic onboarding



Next Steps

- Because PowerSchool is currently being used by the Finance Department it would not be the purchase of a new vendor product but the purchase of a module for an existing vendor.
- If HR were to move forward with procurement of an Applicant Tracking System through PowerSchool, a budget assumption would need to be presented to the Board for approval.
- If the budget assumption was approved there would be a 60 day implementation period to add an Applicant Tracking System to the current PowerSchool system.

THANK YOU

Any questions?



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KUSD



KenoshaSchools

Kenosha Unified School District

Audit/Budget/Finance Committee Meeting

December 7, 2021 | 7:00 P.M. | ESC Boardroom

		Members: Mary Modder, Chair/School Bd. Treasurer Yolanda Adams, School Board President Tony Garcia, School Board Clerk Rebecca Stevens, School Board Member Angela Cooper, Community Member Chuck Leipzig, Community Member Desmond Miller, Community Member Amanda Nedweski, Community Member Stanley Washington, Community Member Peter Wilson, Community Member June Ma, Student Member Pierce Pereira, Student Member Andrea Bell-Myers, Staff Member Michael Makowka, Staff Member
Meeting called by	Mary Modder	
Type of meeting	Audit/Budget/Finance	
Facilitator	Mary Modder	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

Topic and Presenter		Outcome	Time allotted
1.	Review of June 1, 2021 Minutes – Modder (page 1)	Review	2 Minutes
2.	Board Approved Student User Fee Discussion for the 2022-2023 School Year – Hamdan (pages 2-6)	Sharing/Discussion	38 Minutes
3.	11/16/21 Regular School Board Meeting Agenda Items - Modder	Feedback/ Questions/Comments	5 Minutes

Other Information

Next Meeting: February 8, 2022

Agenda Topics: Feedback on ESSER III Plan
 School Year 2022-23 Preliminary Enrollment Projections



KENOSHA UNIFIED SCHOOL BOARD
AUDIT/BUDGET/FINANCE MEETING
Educational Support Center – Room 110
June 1, 2021
MINUTES

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Ms. Adams was called to order at 6:01 P.M. with the following Committee members present: Mr. Jordan (virtual) and Ms. Adams. Dr. Savaglio-Jarvis, Dr. Ormseth (virtual), and Julie Housaman (virtual) were also present. Mr. Battle, Mr. Garcia, Mr. Wilson, and Mr. Santos were excused. Ms. Baker, Mr. Washington, Ms. Wickersheim, Ms. Espinoza, and Mr. Smith were absent.

Welcome/Review of Operating Principals

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

Review of April 13, 2021 Minutes

There were no suggested changes made to the minutes.

Fiscal 2020-21 Salary and Benefit Budget to Actual Review

Mr. Tarik Hamdan, Chief Financial Officer, presented the Fiscal 2020-21 Salary and Benefit Budget to Actual Review. He noted the following analysis information which is based on the most current available payroll date which ran on May 19, 2021:

- Teacher salaries analysis information:
 - 90.77% is the projected usage, 87.01% is the actual usage, projected variance is estimated at 4.14% which is approximately \$4,027,074;
- AST salaries analysis information:
 - 87.69% is the projected usage, 85.64% is the actual usage, projected variance is estimated at 2.34% which is approximately \$325,952; and
- Health and dental insurance analysis:
 - 90% is the projected usage, 85.92% is the actual usage, projected variance is estimated at 4.53% which is approximately \$1,478,262.

Evaluation of Operating Principals

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

The next meeting will take place on October 12, 2021.

Meeting adjourned at 6:28 p.m.

Stacy Stephens
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin

December 7, 2021
Audit/Budget/Finance Committee

Board Approved Student User Fee Discussion for the 2022-2023 School Year

As a component of the budget development process, a review of student user fees assessed by the District is conducted annually. On June 22, 2021 the Board approved the Student User Fee Schedule for the current 2021-2022 fiscal year (Attachment A). At that meeting, the Board also agreed to engage in further discussions around semester time should they choose to entertain changes for the following fiscal year 2022-2023.

In order to help facilitate the discussion on base student user fees, administration has performed the following analysis:

- KUSD Base User Fee Collection Analysis (Attachment B)
- KUSD Base User Fee Collection Rate Analysis (Attachment C)
- KUSD Combined User Fee - Budget to Actual Analysis (Attachment D)

This update is being provided to the Audit/Budget/Finance Committee as an informational item in an effort to gather feedback that will be shared with the Board of Education when they discuss this topic again.

Bethany Ormseth, Ed.D
Interim Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Kenosha Unified School District
Historical Schedule of Student User Fees
Proposed Fees for the 2021-2022 School Year

Base User Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
High School	\$ 62	\$ 64	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67
Middle School	70	72	72	72	72	72	72	72	72	72	72
Elementary School	43	44	44	44	44	44	44	44	44	44	44
Pre-School ⁽¹⁾	22	22	22	22	22	22	22	22	22	22	22

⁽¹⁾ Base User Fee includes individual project materials and workbooks

Grade Level Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Writer's Inc. (9th Grade)	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Program Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
1:1 Electronic Device Program	\$ 30	\$ 30	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kenosha Military Academy Leadership	25	25	25	25	25	25	25	25	25	25	25

Course Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Physical Education Fee (High School)	\$ 24	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Physical Education Fee (Middle School)	15	-	-	-	-	-	-	-	-	-	-
Technology Education (LakeView Academy)	30	35	35	35	35	35	35	35	35	35	35

Athletic Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Athletic Fee High School ⁽²⁾	\$ 55	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
Athletic Fee Middle School ⁽³⁾	25	50	50	50	50	50	50	50	50	50	50
Hockey Participation Fee	-	-	900	900	900	900	900	900	900	900	900

⁽²⁾ Athletic Fee per sport, \$10 earmarked for building athletic uniforms, \$150 max per student, \$300 per family

⁽³⁾ Athletic Fee per sport, \$5 earmarked for building athletic uniforms, \$100 max per student, \$200 per family

Other School Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Activity Fee ⁽⁴⁾	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
Music Activity Fee ⁽⁵⁾	30	30	30	30	30	30	30	30	30	30	30
Instrument Usage ⁽⁶⁾	50	50	50	50	50	50	50	50	50	50	50
Parking ⁽⁷⁾	50	50	50	50	50	50	50	50	50	50	50
After School Program (per day)	5	5	-	-	-	-	-	-	-	-	-

⁽⁴⁾ Activity Fee (HS, \$30 max. per student, \$60 max. per family; for debate, forensics, academic decathlon, cheerleading, robotics and other competitive events)

⁽⁵⁾ Music Activity Fee (HS, \$60 max. per student; \$120 max. per family; for jazz ensemble, chamber orchestra, madrigal singers, golden strings, theater and drama)

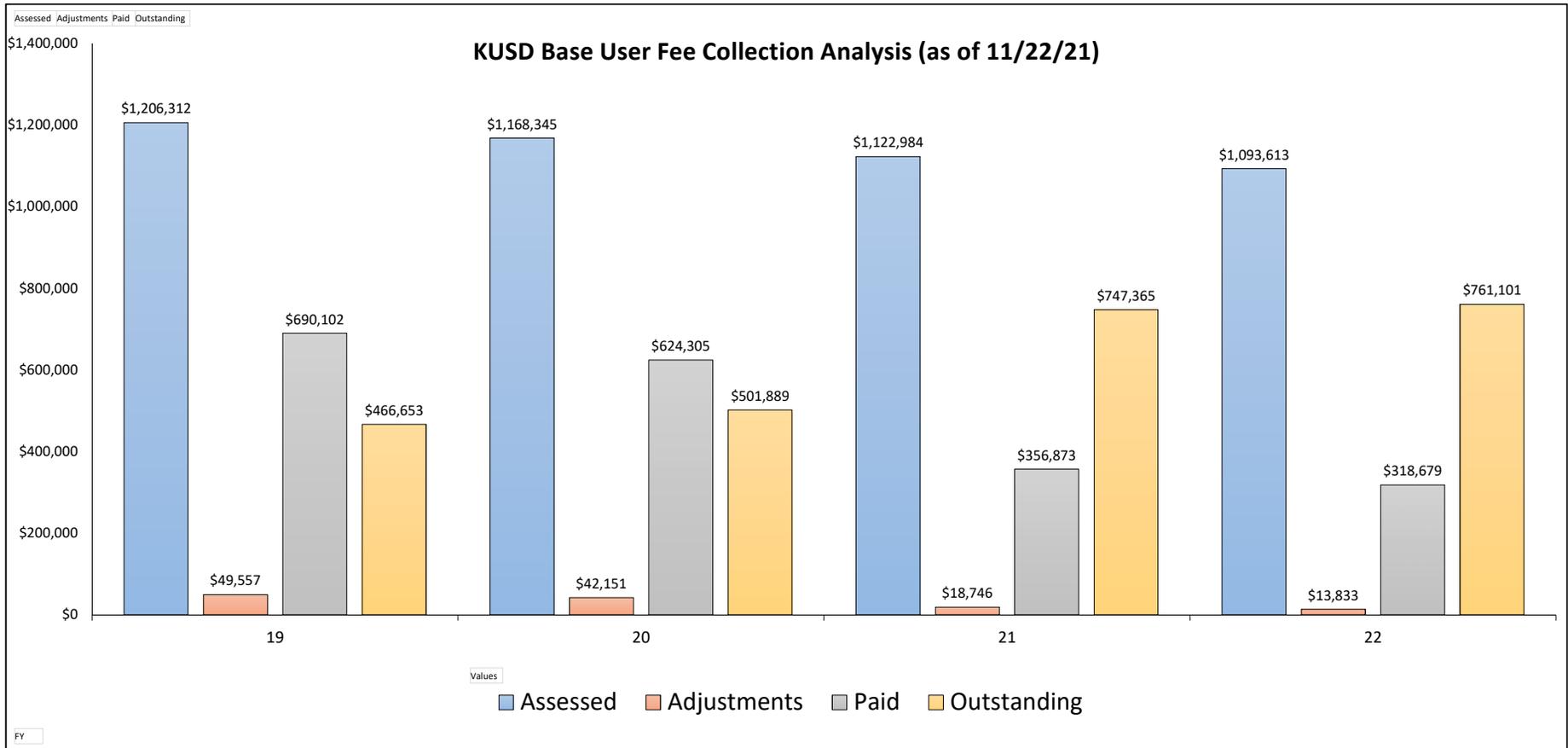
⁽⁶⁾ Instrument Usage (MS, HS - \$50 max. per student, \$100 max. per family)

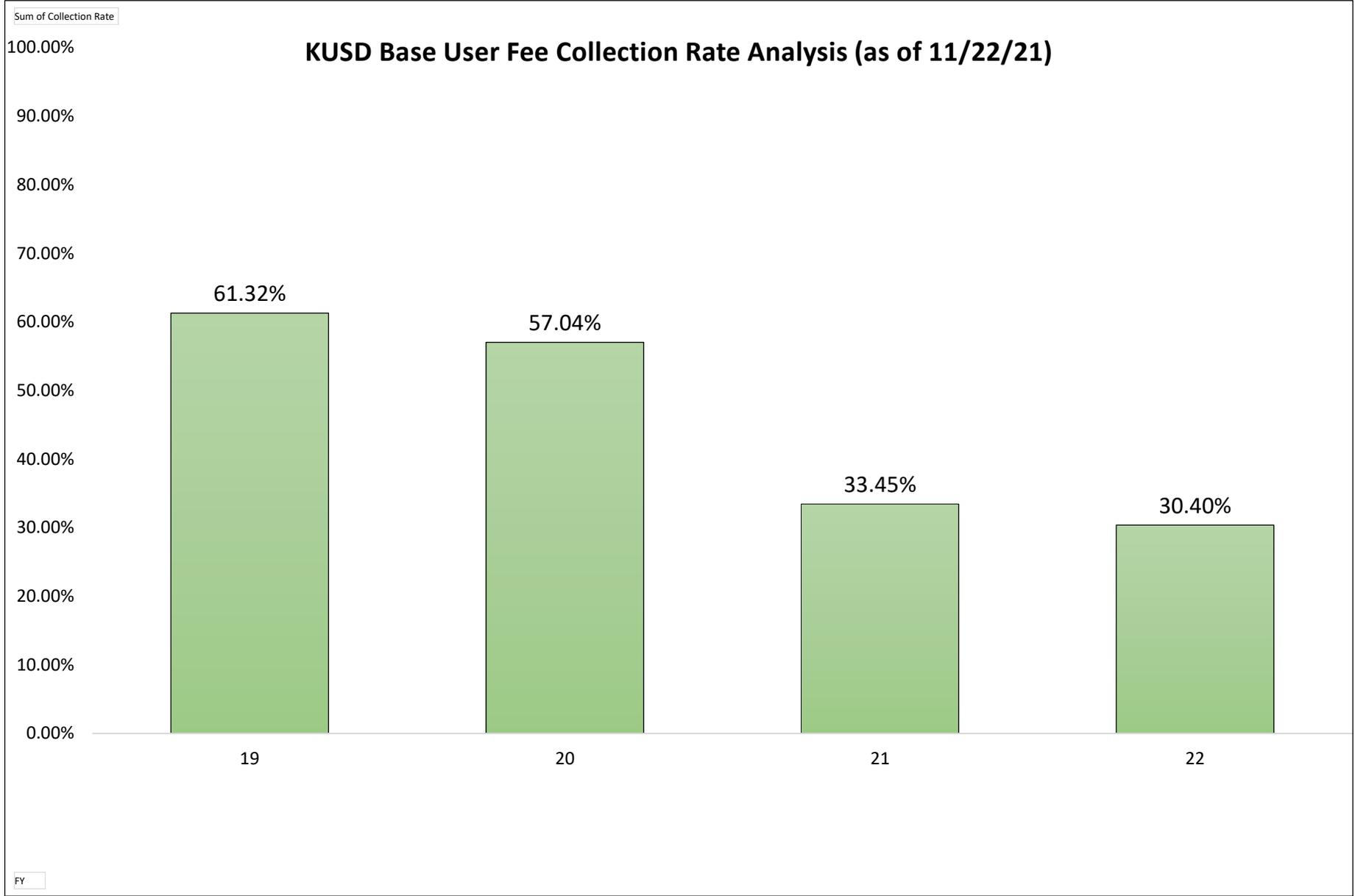
⁽⁷⁾ Parking (HS, \$30 for only second semester, students taking classes at multiple buildings will receive complimentary passes with proof of permit from their home school)

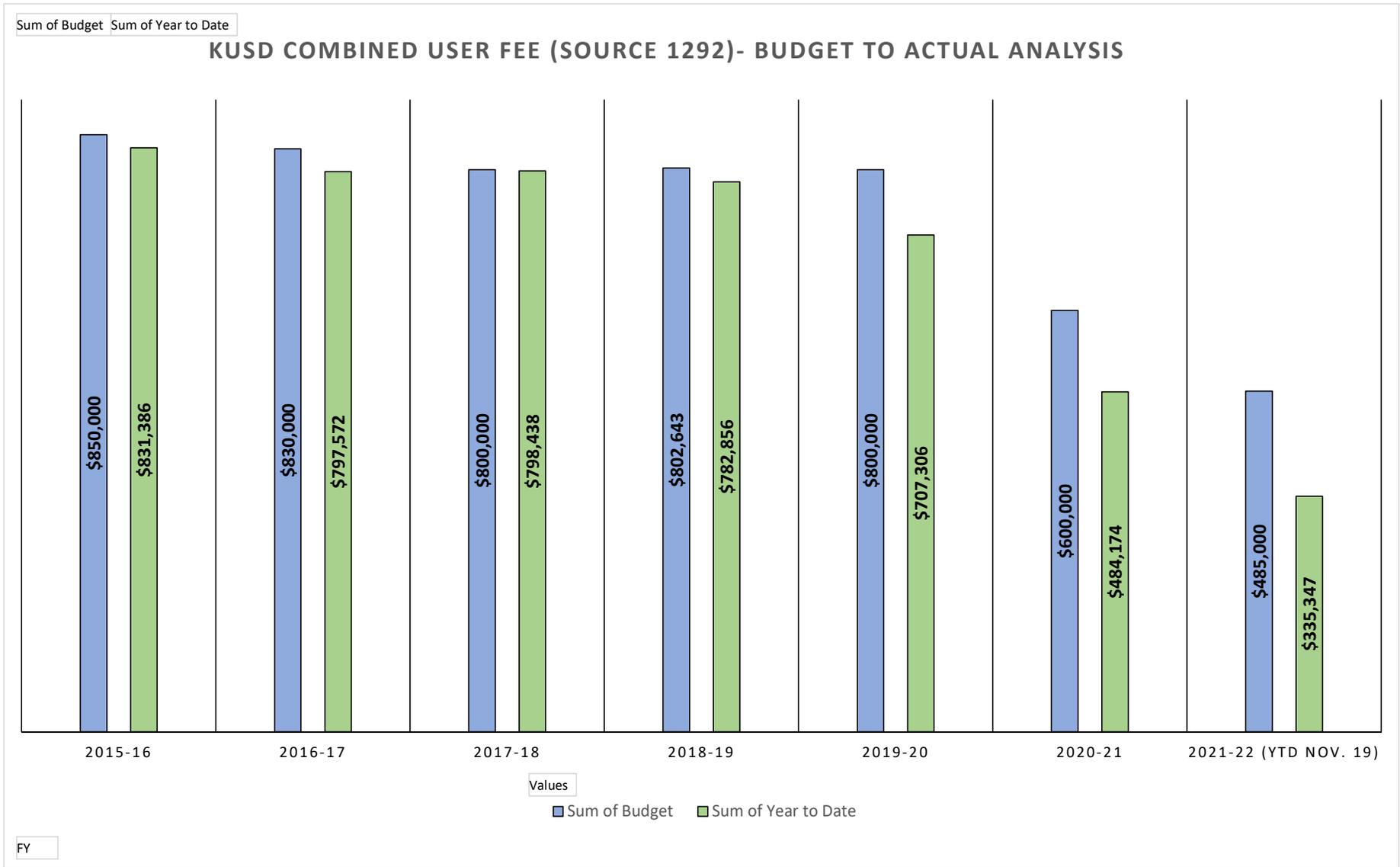
Summer School Fees ⁽⁸⁾	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Elementary and Middle Schools	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
High Schools	20	-	-	-	-	-	-	-	-	-	-
Gear-Up (MS, HS)	10	-	-	-	-	-	-	-	-	-	-

⁽⁸⁾ Additional consumable fees may apply to summer camp programs

Miscellaneous School Fees	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Fines for Lost or Damaged Locks (MS, HS)	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
Copy of Student Records (per page)	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Copy of Student Transcripts	5	5	5	5	5	5	5	5	5	5	5
Lost I.D./Library Card (MS/HS)	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
I.D. Card Lanyard Replacement	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Library Fines and Breakage Charges	At Cost										
Students Unable to Pay	Per School Board Policy										







Kenosha Unified School District Planning/Facilities Committee Meeting

December 7, 2021 | 8:00 P.M. | ESC Boardroom

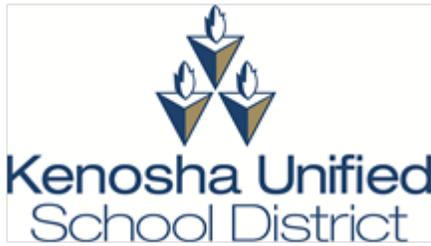
		Members: Rebecca Stevens, Chair/School Bd. Member Yolanda Adams, School Board President Todd Battle, School Board Vice President Tony Garcia, School Board Clerk Shawn Douglas, Community Member Joseph Mangi, Community Member John Pokorny, Community Member Brian Thomas, Community Member Will Twomey, Community Member Ava Murawski, Student Member Kush Patel, Student Member Shane Gayle, Staff Member Lisa Niederer, Staff Member
Meeting called by	Rebecca Stevens	
Type of meeting	Planning/Facilities	
Facilitator	Rebecca Stevens	
Note taker	Stacy Stephens	
Timekeeper	Stacy Stephens	

Agenda Items

Topic and Presenter	Outcome	Time allotted
1. Review of June 1, 2021 Minutes – Stevens (page 1)	Review	2 Minutes
2. Bradford Auditorium & Lobby Renovation Project - Finnemore (pages 2-6)	Sharing	22 Minutes
3. New Simplified Emergency Operating Procedures – Finnemore (pages 7-8)	Sharing	16 Minutes
4. 11/16/21 Regular School Board Meeting Agenda Items - Stevens	Feedback/ Questions/Comments	5 Minutes

Other Information

Next Meeting: February 8, 2022
 Agenda Topic: 2022-23 Capital Projects Plan



A meeting of the Kenosha Unified Planning/Facilities Committee chaired by Mr. Wade was called to order at 7:00 P.M. with the following committee members present: Mrs. Modder, Ms. Stevens, Mr. St. Martin (virtual), Mr. Sturino (virtual) and Mr. Wade. Dr. Savaglio-Jarvis, Dr. Ormseth (virtual), Ms. Adams, Mr. Finnemore, and Mr. Hamdan were also present. Ms. Bothe, Mr. George, and Ms. Jester were absent.

Welcome/Review of Operating Principles

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

Review of April 13, 2021 Minutes

There were no suggested changes made to the minutes.

COVID-19 Related Spending for PPE & Disinfection

Mr. Patrick Finnemore, Director of Facilities, gave an overview of COVID-19 Related Spending for PPE and Disinfection. He noted that the following purchased and/or donated items included:

- cloth or disposable face mask (via district office) – approximately 287,668;
- N95 or KN95 masks – approximately 15,580;
- mL of hand sanitizers – approximately 18,440,00;
- Puritan tabulates – 34,200 used;
- Disinfectant sprayers;
- face shields;
- disposable gloves;
- classroom and office disinfectant bottles, products, rags and paper towels; and
- washable and disposable isolation gowns.

Approximately \$733,683 was spent on the purchase of materials, with approximately 90% of the costs being paid for with ESSER funds and wellness funds.

Ms. Adams requested additional information on the amount of PPE and disinfection materials paid for from the district budget. Administration noted the request.

Evaluation of Operating Principles

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

The next meeting will take place on October 12, 2021.

Meeting adjourned at 7:45 p.m.

Stacy Stephens
School Board Secretary

Bradford Auditorium & Lobby Renovation Project

Planning, Facilities & Equipment Committee

December 7, 2021



Auditorium & Lobby Project

Cost: \$1.575MM

Duration: Approx. 5 Months
(June 2022 – October 2022)

Auditorium & Lobby Project Scope

- **New Stage Curtains & Rigging**
- **Add Fire Protection Sprinkler System**
- **Carpet Replacement**
- **New Sound System**
- **LED Theatrical & House Lighting**
- **New HVAC**
- **Replace Handicapped Ramp With a Chair Lift**
- **Addition of Numerous Electrical Outlets in Specific Locations to Support Theatre Program**
- **Interior Door Replacement**
- **Lobby Flooring Replacement**
- **Complete Renovation of Lobby**
- **Complete Restroom Remodel (Already Complete)**

Auditorium Lobby



Current

New Design



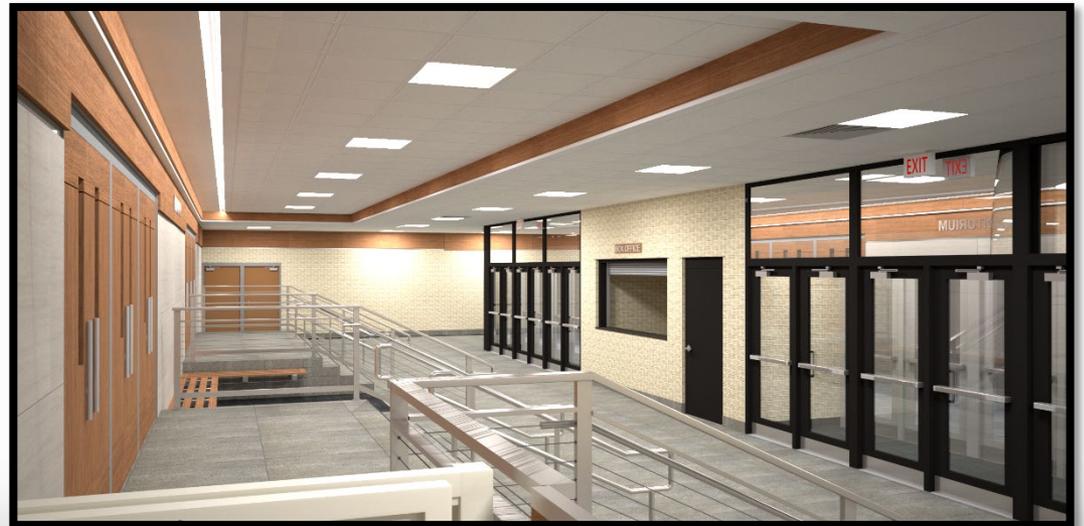
Before

Auditorium Lobby



Current

New Design



Before

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

December 7, 2021

NEW SIMPLIFIED EMERGENCY OPERATING PROCEDURES

Background:

As part of the required review and update to our emergency operating procedures (EOP) this year, we included the creation of a simplified EOP document for use by each teacher and staff member in the event of an emergency. The full 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 the table of contents for the new simplified EOP:

- **Active Shooter / A.L.I.C.E. Procedures**
- **Behavior Conflicts**
- **Bomb Threat / Bomb Threat Checklist**
- **Civil Unrest**
- **Death / Suicide (Faculty, Staff, Student)**
- **Evacuation / Evacuation Template**
- **Fire and/or Explosion**
- **Food Poisoning**
- **Hazardous Materials (Spills and/or Release of Hazardous Chemicals)**
- **Imminent Threat / Emergency Contact Directions**
- **Medical Emergency**
- **Reunification Plan**
- **Severe Weather**
- **Student Walk-Out**
- **Suspicious Package or Mail**
- **Suspicious Person in Building/On Grounds**
- **Tornado Watch/Warning**
- **Utility Outage or Problem (Electric, Gas, Water, Sewer)**

The simplified EOPs have a cover page unique to each school that lists the school safety team members and their school phone extension. Below that list is a list of contact information for our five School Resource Officers (SROs) and contact information for the more immediate members of the KUSD Emergency Response Team (ERT). That cover page will be printed on a unique color district-wide each time this document is updated, so that it is clear to building administrators and ERT members that no outdated copies are still in use.

The second page of the simplified EOPs is unique to every classroom and has blanks for each staff member to fill in related to building evacuation, contact information, etc. Much of this information is the same for every classroom in the school or in a particular area of the school. Having blanks for staff members to fill in helps promote staff members reviewing and becoming familiar with the document.

The following is a link to the simplified EOP template:

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

Bethany Ormseth, Ed.D.
Interim Superintendent of Schools

Patrick Finnemore, PE
Director of Facilities