



**Kenosha
Unified**
SCHOOL DISTRICT

Moral imperative: ALL students will have an equal opportunity to prepare for college and/or careers with the support of highly qualified educators in a learning environment that is resource rich, safe, and welcoming.

ORGANIZATIONAL MEETING

**Tuesday, April 25, 2023
6:30 PM**

Educational Support Center
Board Meeting Room
3600 52nd St., Kenosha, WI 53144

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Organizational Meeting
 Tuesday, April 25, 2023
 Educational Support Center
 3600 52nd St.
 Kenosha, WI 53144
 6:30 PM

I.	Roll Call of New Board	
II.	Oath of Office	
III.	Organization of New Board	
	III.A.	Election of Board President (Presides Upon Election)
	III.B.	Election of Board Vice President
	III.C.	Election of Board Treasurer
	III.D.	Election of Board Clerk
	III.E.	Appointment of School Board Secretary
	III.F.	Selection of Time and Place of Regular Meetings
	III.G.	Voting Order Draw
	III.H.	Board Committees
	III.I.	Check Signatures
IV.	New or Old Business as Required	
	IV.A.	Legal Services for the District 3
	IV.B.	Schedule of Authorized Public Depositories 4
	IV.C.	School Board Representative to Serve as Delegate at the CESA Annual Convention 6
V.	Adjournment	

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**KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin**

April 25, 2023

Legal Services for the District

School Board policy allows for the use of legal services, as necessary, to meet legal requirements of the day to day operation of the school district. Below is the list of law firms recommended for approval to provide legal services to the district.

Attoles Law, S.C.
Axley Brynelson, LLP
Boardman & Clark LLP
Buelow, Vetter, Buikema, Olson & Vliet, LLC
Crivello Carlson S.C.
Jackson Lewis P.C.
Kopka Pinkus Dolin
Kravit Hovel & Krawczyk
Lindner & Marsack, S.C.
Mallery & Zimmerman, S.C.
McDonald Hopkins LLC
Quarles & Brady, LLP
John E Thiel Law Office, LLC
von Briesen & Roper, S.C.
Wisconsin Association of School Boards

Our insurance provider, Community Insurance Corporation/Aegis, may contract out with different legal firms to administer various worker's compensation claim and liability issues.

Administration may also request School Board approval of specialized legal service firms for a limited term when deemed in the best interest of the School District.

Recommendation

Administration recommends that the Board of Education approve the list of law firms as outlined above.

Dr. Jeffrey Weiss
Superintendent of Schools

Kevin Neir
Chief Human Resources Officer

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Kenosha Unified School District No. 1
Kenosha, Wisconsin

April 25, 2023

Schedule of Authorized Public Depositories

The School Board must annually approve the institutions to which district funds are deposited as per board policy 3310 – Depository of Funds. Attachment A includes the list of authorized public depositories for the 2023-2024 fiscal year.

In addition, the District currently has established a \$2,000,000 line of credit through Johnson Bank. In the event of an emergency cash-flow shortfall that would require immediate action/approval, the administration recommends that the Board assign the Chief Financial Officer the authority to approve draws as needed. Although the district has not needed to take such emergency actions, this line of credit is a valuable instrument in the case of an unforeseen circumstance.

Administrative Recommendation

Administration recommends that the Board of Education: 1) adopt the attached Schedule of Authorized Public Depositories, and 2) assign the Chief Financial Officer the authority to approve draws as needed in the form of the \$2,000,000 line of credit through Johnson Bank.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa Salo
Accounting Manager

KENOSHA UNIFIED SCHOOL DISTRICT
 Schedule of Authorized Public Depositories
 April 25, 2023

Financial Institution	Type	Date Added
Johnson Bank 7500 Greenbay Road Kenosha, WI 53142	Operating Account Payroll Account Payroll Benefits Account Repurchase Agreement Student Scholarship CD's Student Activity Accounts Charter School Accounts Line of Credit	Contract from July 1, 2005 through June 30, 2011. Extended through June 30,2013 Current contract July 1, 2013 through June 30, 2016 with two optional 2-year extensions. Contract renewed July 1, 2020 through June 30, 2023 with two optional 2-year extensions.
Wisconsin Investment Series Cooperative PMA, Administrator of WISC 788 N. Jefferson, Suite 550 Milwaukee, WI 53202	Investment Accounts	September 26, 2000
State of Wisconsin Local Government Investment Pool P.O. Box 7871 Madison, WI 53707	Investment Accounts	Prior to 1999
PMA Securities, Inc. 788 N. Jefferson, Suite 550 Milwaukee, WI 53202	Placement Agent OPEB Placement Agent	Contract from Aug 12, 2008 for (5) five years renewable with each new debt instrument.
The Bancorp Bank 409 Silverside Road Wilmington, DE 19809	DBS: Flex Spending Account (FSA) banking partner for debit card claims	July 1, 2019
First Bank Financial Centre 800 Cardinal Lane Hartland, WI 53029	DBS: Flex Spending Account (FSA) banking partner for manual and dependent care claims	July 1, 2019
Optum Bank 2525 Lake Park Blvd. Salt Lake City, Utah 84120	UHC: Health Savings Account (HSA) banking partner	July 1, 2019

Kenosha Unified School District
Kenosha, Wisconsin

April 25, 2023
Organizational Meeting

**School Board Representative to Serve as Delegate
At the CESA Annual Convention**

Cooperative Educational Service Agencies (CESAs) were created by the Wisconsin legislature more than 50 years ago to serve as a link between school districts and between school districts and the state. There are twelve CESAs across the state.

Located in Southeastern Wisconsin, CESA #1 is governed by an 11 member Board of Control, comprised of elected school board members from the six county region. In addition, the Agency receives guidance from its Professional Advisory Committee, which is open to the superintendents from all 45 member districts.

The vision of CESA #1 is to be a regional catalyst that enables districts to create their future by taking action now. CESA #1's mission is to provide high quality, cost effective programs and services that are responsive to the dynamic needs of their members, clients and the students they serve.

Kenosha Unified School District is a member of CESA #1. The Superintendent of Schools serves as a member of the Professional Advisory Committee (PAC). As a member district, the Board of Education may appoint a board member to serve as its representative at the CESA convention scheduled for May 16, 2023.

Additionally, there is a vacancy on the CESA #1 Board of Control for Group E of which Kenosha Unified School District is a member. Should the Board of Education wish to seek a three-year term on the Board of Control at the May 16 election, the District is to inform CESA #1 as soon as possible.

Recommendation

It is recommended that the School Board appoint a representative to participate at the CESA #1 annual convention in Pewaukee, Wisconsin on May 16, 2023. It is also recommended that if the Board wishes to seek a position on the CESA #1 Board of Control, it determine its candidate.

Dr. Jeffrey Weiss
Superintendent of Schools



Date: April 11, 2023

To: CESA Administrators
CESA Board of Control Chairpersons
School Board Clerks

From: Jill K. Underly, PhD
State Superintendent

Subject: Appointment of 2023 CESA Convention Representatives

The purpose of this notice is (1) to emphasize to each school board its statutory duty to appoint a member as its representative for the purpose of determining the composition of the board of control and (2) to cause a convention to be convened in accordance with s. 116.02, Wis. Stats.

Section 116.02(1)(c), Wis. Stats., calls for the state superintendent to cause the convening of a convention annually on the day that the board of control holds its organizational meeting under s. 116.02(1)(a), Wis. Stats., composed of representatives from each school board in the agency.

CESA administrators shall send a notice of the convention to each school district in the CESA. The chairperson of the board of control will call the convention to order and have the roll call of the official representative delegates. The first order of business is to elect a convention chairperson from the delegates.

The convention shall proceed as directed in s. 116.02(2)(1)(c), Wis. Stats.:

The state superintendent shall cause to convene annually on the day that the board of control holds its annual organizational meeting under par. (a) a convention composed of the representative from each school board in the agency. There shall be no more than one representative from each union high school district.

Section 116.02, Wis. Stats., in its entirety, reads as follows:

116.02 Board of control; membership (1)(a) Each agency shall be governed by a board of control composed of members of school boards of school districts within the agency. Annually on or after the 4th Monday in April, the school board of each school district in the agency shall appoint one of its members as its representative for the purpose of determining the composition of the board of control. For the purpose of determining membership on the board of control, a school district operating elementary grades only and lying in more than one union high school district shall be considered part of the union high school territory in which the major portion of its equalized valuation lies. The board of control shall hold an annual organizational meeting on or after the 2nd Monday in May. No annual organizational meeting may be held after the 2nd Monday in August.

(c) The state superintendent shall cause to convene annually on the day that the board of control holds its annual organizational meeting under par. (a) a convention composed of the representative from each school board in the agency. There shall be no more than one representative from each union high school district. The convention may direct the board of control to determine a different date for the annual organizational meeting.

(2) The annual convention shall establish bylaws for governing the agency, including bylaws for all of the following:

(a) Subject to sub.(1)(a), setting the date of the annual convention and establishing procedures for calling a special meeting.

(b) Providing for regular meetings of the board of control.

(c) Establishing an initial plan of representation for the agency and specifying how the plan may be amended.

(d) Specifying the number of members on the board of control.

(e) Specifying what constitutes a vacancy on the board of control and establishing procedures for filling a vacancy on the board of control.

(f) Specifying the officers on the board of control, establishing procedures for choosing those officers, specifying their terms of office and their duties and establishing procedures for removing them from office.

(g) Providing for the establishment of fiscal control, responsibility and accountability requirements.

(h) Designating a public depository.

**FORM FOR NOTIFYING SCHOOL BOARD OF
COOPERATIVE EDUCATIONAL SERVICE AGENCY#1
2023 ANNUAL CONVENTION**

DATE: April 10, 2023

TO: District Clerks and Administrators of School Districts in CESA #1, State of Wisconsin

RE: In compliance with State Superintendent of Public Instruction Jill Underly request that the chairperson of the Cooperative Educational Service Agency indicate to you the date, hour, and place at which a convention of school district board representatives will be convened, the following information is submitted:

That Chris Finch is the Chairperson of Cooperative Educational Service Agency #1. That said Chairperson has determined that such convention will begin at:

**Tuesday, May 16, 2023
5:30 PM**

**CESA #1
N25 W23131 Paul Road, Suite 100
Pewaukee, WI 53072
Rooms A/B**

That arrangements have been made for such convention at the time and place indicated above, and

That you are requested to inform the member representative of your school board of the time and place of said convention.

**FORM FOR NOTIFYING THE EXECUTIVE DIRECTOR OF CESA #1
OF A SCHOOL DISTRICT'S REPRESENTATIVE
TO AN AGENCY CONVENTION**

TO: Sue Doyle, CESA #1 Executive Director

At a meeting of the School Board on _____
month day year

(As per s. 116.02(1)(a), Wis. Stats., this date must be on or after the 4th Monday in April)

The school board whose name appears below was appointed representative of the
_____ **School District** to the Cooperative Educational
Service Agency annual convention.

Name of Board Member _____

Address of Board Member _____

Email of Board Member _____

The convention is to be held on **Tuesday, May 16, 2023**, at the time and place certified to me by the chairperson of CESA #1. The representative of this school board named above is in possession of this information.

It is understood that *only official delegates can be elected to the Board of Control* (no alternates or substitutes).

Signed: _____ (School Clerk)

_____ (School District)

_____ (Address)

_____ (date)

Please email a copy to Lauren Bice at lbice@cesa1.k12.wi.us

Retain a copy for your school district's file.

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