



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.

REGULAR SCHOOL BOARD MEETING

**July 25, 2023
7:00 PM**

Educational Support Center

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

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Regular School Board Meeting
 July 25, 2023
 Educational Support Center
 3600 52nd St.
 Kenosha, WI 53144
 7:00 PM

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II.	Roll Call of Members	
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Kenosha Unified School District

Kenosha, WI

July 25, 2023

The Office of Human Resources recommends the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE
Appointment	Akhtar	Sadaf	Forest Park Elementary School	E.D.	Instructional	08/28/2023	1
Appointment	Andersen	Ryan	Tremper High School	Physical Education	Instructional	08/28/2023	1
Appointment	Ayala	Sabrina	Washington Middle School	Grade 6	Instructional	08/28/2023	1
Appointment	Baratta	Tyler	Lance Middle School	Social Studies	Instructional	08/28/2023	1
Appointment	Benvenuto	Anna	Department of Special Education	Occupational Therapy	Instructional	08/28/2023	1
Appointment	Boltenhouse	Megan	Information Services	Technology Support Technician	AST	07/05/2023	1
Appointment	Bonilla	Marcus	Information Services	Technology Support Technician	AST	07/05/2023	1
Appointment	Boss	Tiffany	Indian Trail HS & Academy	Family and Consumer Ed	Instructional	08/28/2023	0.75
Appointment	Bush	Connie	Bose Elementary School	Grade 5	Instructional	08/28/2023	1
Appointment	Campbell	Kelsey	Frank Elementary School	Grade 1	Instructional	08/01/2023	1
Appointment	Celebre	Vincent	Bullen Middle School	Night Custodian Second Shift	Facilities	06/26/2023	1
Appointment	Cepuran	Leah	Southport Elementary School	Head Start	ESP	08/29/2023	1
Appointment	Chapman	Grant	Tremper High School	Social Worker	Instructional	08/28/2023	1
Appointment	Chitatariso	Mia	Bullen Middle School	Cross Categorical	Instructional	08/28/2023	1
Appointment	Coca	Christine	Bullen Middle School	Spanish	Instructional	08/28/2023	1
Appointment	Coleman	Sheila	McKinley Elementary School	L.D.	Instructional	08/28/2023	1
Appointment	Contreras	Shannon	Bradford High School	ESL Other Language	Instructional	08/28/2023	1
Appointment	Cunningham	Amber	Roosevelt Elementary School	Grade 2	Instructional	08/28/2023	1
Appointment	Delgado	Arcelia	Harborside Academy	Administrative Support (12 MO)	ASP	07/19/2023	1
Appointment	Donato	Alyse	Bullen Middle School	Math	Instructional	08/28/2023	1
Appointment	Engle	Katie	Harvey Elementary School	Grade 3	Instructional	08/28/2023	1
Appointment	Erdmann	Brian	Department of Special Education	Coordinator of Special Education	AST	07/01/2023	1
Appointment	Feiler	Abigail	Fine Arts	Middle School Choir	Instructional	08/28/2023	1
Appointment	Garcia	Elias	Bullen Middle School	Administrative Support (12 MO)	ASP	07/12/2023	1
Appointment	Garofalo	Carley	Vernon Elementary School	E.C.	Instructional	08/28/2023	1
Appointment	Garrett	Kimberly	KTEC West	Art	Instructional	08/28/2023	1
Appointment	Gerou	Megan	Washington Middle School	Cross Categorical	Instructional	08/28/2023	1
Appointment	Grabowski	Cole	Bullen Middle School	English	Instructional	08/28/2023	1
Appointment	Gregory	Alexis	4K Program	4K Program	Instructional	08/28/2023	1
Appointment	Grow	Emily	Harborside Academy	English	Instructional	08/28/2023	1
Appointment	Hansen	Rachel	Bullen Middle School	Social Worker	Instructional	08/28/2023	1
Appointment	Hart	Kendall	McKinley Elementary School	Math Intervention Specialist	Instructional	08/28/2023	1
Appointment	Henegar	Angie	Student Support/Guidance	Guidance	Instructional	08/28/2023	1
Appointment	Hernandez	Alejandra	Bullen Middle School	Special Education	ESP	08/29/2023	1
Appointment	Hood	Da'Lacey	Brass Community School	Cross Categorical	Instructional	08/28/2023	1
Appointment	Hummel	Hope	Bullen Middle School	English	Instructional	08/28/2023	1
Appointment	Jankiewicz	Megan	Mahone Middle School	English	Instructional	08/28/2023	1
Appointment	Jessel	Ericka	Curtis Strange Elementary School	Night Custodian Second Shift	Facilities	06/15/2023	1
Appointment	Johnson	Meghan	Office of Student Support	Psychologist	Instructional	08/28/2023	1
Appointment	Jones	Autumn	Jeffery Elementary School	Grade 3	Instructional	08/28/2023	1
Appointment	Jones	Lexis	Bose Elementary School	Grade 3	Instructional	08/28/2023	1
Appointment	Kersting	Cassandra	Stocker Elementary School	Kindergarten	Instructional	08/28/2023	1
Appointment	Kim	Namyoung	Indian Trail HS & Academy	Math	Instructional	08/28/2023	1
Appointment	Kim	Jonathan	Harborside Academy	Choral Music	Instructional	08/28/2023	1
Appointment	Kuhn	Katherine	Department of Special Education	Speech Therapist	Instructional	08/28/2023	1
Appointment	Kutzke	Wesley	Bradford High School	Math	Instructional	08/28/2023	1
Appointment	Larsen	Dana	Brass Community School	Cross Categorical	Instructional	08/28/2023	1
Appointment	Layburn	Kami	Reuther Central High School	Cross Categorical	Instructional	08/28/2023	1
Appointment	Lehner	Bryan	Facilities	Environmental Services Worker	Facilities	07/03/2023	1
Appointment	Leonard	Christina	EBSOLA CA	Grade 2	Instructional	08/28/2023	1
Appointment	Lesnik	Jeana	4K Program	4K Program	Instructional	08/28/2023	1
Appointment	Ludtke	Jonathan	Mahone Middle School	Special Education	ESP	08/29/2023	1
Appointment	Martin	Jacob	Lance Middle School	Math	Instructional	08/28/2023	1
Appointment	McAuly	Mary	Lincoln Middle School	Grade 6	Instructional	08/28/2023	1
Appointment	McCarthy	Veronica	Stocker Elementary School	Grade 3	Instructional	08/28/2023	1
Appointment	McGee	Amy	Curtis Strange Elementary School	Grade 1	Instructional	08/28/2023	1
Appointment	McKay	Darius	KTEC East	Cross Categorical	Instructional	08/28/2023	1
Appointment	Michaud	Hannah	Whittier Elementary School	Cross Categorical	Instructional	08/28/2023	1
Appointment	Murphy	Shannon	Forest Park Elementary School	E.D.	Instructional	08/28/2023	1
Appointment	Newhouse	Elijah	Lincoln Middle School	Physical Education	Instructional	08/28/2023	1

Kenosha Unified School District

Kenosha, WI

July 25, 2023

The Office of Human Resources recommends the following actions:

Appointment	Nitsch	Felicia	Information Services	Technology Support Technician	AST	06/26/2023	1
Appointment	Noriega	Edna	EBSOLA DL	Dual Spanish	Instructional	08/28/2023	1
Appointment	Ottmann	Eric	Bullen Middle School	Science	Instructional	08/28/2023	1
Appointment	Payne	Peter	Indian Trail HS & Academy	Cross Categorical	Instructional	08/28/2023	1
Appointment	Redlin	Antoinette	Harborside Academy	Social Studies	Instructional	08/28/2023	1
Appointment	Rice	Gage	Lincoln Middle School	Math	Instructional	08/28/2023	1
Appointment	Richardson	Katherine	Indian Trail HS & Academy	C.D.S.	Instructional	08/28/2023	1
Appointment	Roochnik	Samuel	Bradford High School	Math	Instructional	08/28/2023	1
Appointment	Ruhland	Sarah	Reuther Central High School	Math	Instructional	08/28/2023	1
Appointment	Salisbury	Courtney	Roosevelt Elementary School	Grade 2	Instructional	08/28/2023	1
Appointment	Schmuttenmaer	Kate	EBSOLA CA	Cross Categorical	Instructional	08/28/2023	1
Appointment	Steele	Amanda	KTEC West	Grade 5	Instructional	08/28/2023	1
Appointment	Steinborn	Michael	Tremper High School	Marketing/Business	Instructional	08/28/2023	1
Appointment	Stemen	Nicole	Southport Elementary School	Grade 4	Instructional	08/28/2023	1
Appointment	Straka	Rachel	Office of Student Support	Social Worker	Instructional	08/28/2023	1
Appointment	Thomas	Taylor	Bradford High School	History/SEL Interventionist	Instructional	08/28/2023	0.67
Appointment	Tully	Sarah	Vernon Elementary School	Grade 3	Instructional	08/28/2023	1
Appointment	Van Hoof	Lauren	Bullen Middle School	Science	Instructional	08/28/2023	1
Appointment	Villareal	Mario	Indian Trail HS & Academy	Asst Army Instructor - JROTC	Instructional	08/28/2023	1
Appointment	Walls	Lanaya	Southport Elementary School	Special Education	ESP	08/29/2023	1
Appointment	Weidner	Sierra	Southport Elementary School	Grade 3	Instructional	08/28/2023	1
Appointment	Zwirlein	Stacey	Mahone Middle School	Middle School Band	Instructional	08/28/2023	1
Resignation	Atkins	Jonathan	Dimensions of Learning	Physical Education	Instructional	06/09/2023	1
Resignation	Bucolt	Ashley	Bradford High School	Math	Instructional	06/09/2023	1
Resignation	Hellesen	Kimberly	Washington Middle School	Social Studies	Instructional	06/09/2023	1
Resignation	Riedlinger	Emma	Pleasant Prairie Elementary School	Special Education	ESP	06/08/2023	1
Resignation	Voegeli	Noah	Mahone Middle School	Grade 6	Instructional	06/09/2023	1
Retirement	Gruss	Ver-Joy	Lakeview Technology Academy	Administrative Support (10 MO)	ASP	10/06/2023	1
Separation	Sauceda	Samuel	Indian Trail HS & Academy	Bilingual Community/Student Support	ASP	07/07/2023	1
Separation	Zuzinec	Albie	Nash Elementary School	Special Education	ESP	07/11/2023	1

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD JUNE 27, 2023

A special meeting of the Kenosha Unified School Board was held on Tuesday, June 27, 2023, in Room 125 at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 6:00 P.M. with the following members present: Mr. Meadows, Mrs. Modder, Ms. Stevens, Mrs. Schmaling, Mr. Price, and Ms. Adams. Mr. Neir was also present. Mr. Battle arrived later.

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 purpose of Personnel: Compensation and/or Contracts and Collective Bargaining Deliberations.

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

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

1. Personnel: Compensation and/or Contracts
Mr. Battle arrived at 6:02 P.M.

Mr. Kevin Neir, Chief Human Resources Officer, presented board members with a compensation and contract matter and sought direction.

Mr. Neir departed the meeting at 6:11 P.M.

2. Collective Bargaining
Mr. Tarik Hamdan, Chief Financial Officer, arrived at 6:12 P.M. He updated board members on collective bargaining deliberations and sought direction.

Meeting adjourned at 7:03 P.M.

Stacy Schroeder
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD JUNE 27, 2023

A regular meeting of the Kenosha Unified School Board was held on Tuesday, June 27, 2023, at 7:00 P.M. in the Board Room of the Educational Support Center. Ms. Adams, President, presided.

The meeting was called to order at 7:09 P.M. with the following Board members present: Mr. Meadows, Mrs. Modder, Ms. Stevens, Mr. Battle, Mrs. Schmaling, Mr. Price, and Ms. Adams. Mrs. Housaman 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 the Superintendent's office. Anyone desiring information as to forthcoming meetings should contact the Superintendent's office.

There were no awards or recognitions.

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

Mr. Price gave the legislative report.

Views and comments were made by the public.

There was not a student ambassador present.

Remarks by the President were made by Ms. Adams.

There were no administrative or supervisory appointments.

Board members considered the following Consent-Approve items:

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

Consent-Approve item X-B – Minutes of the 5/23/23 Special Meeting and Executive Session, 5/23/23 Regular Meeting, 5/24/23 Special Meeting and Executive Session, 6/6/23 Special Meeting and Executive Session, and 6/19/23 Special Meeting and Executive Session.

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

"It is recommended that the May 2023 cash receipt deposits totaling \$355,796.03, and cash receipt wire transfers-in totaling \$19,648,323.35, be approved.

Check numbers 623001 through 623992 (net of voided batches) totaling \$4,491,347.37, and general operating wire transfers-out totaling \$4,314,164.64, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the May 2023 net payroll and benefit EFT batches totaling \$18,052,181.77, and net payroll check batches totaling \$6,744.36, be approved.”

Consent-Approve item X-D – Policy and Rule 5431 – Student Dress Code submitted by Ms. Kim Fischer, Regional Coordinator of Secondary School Leadership; Mrs. Ruder, Chief Communications Officer; and Dr. Weiss, excerpts follow:

“Policy and Rule 5431 - Student Dress Code was last updated in 2018. Since then, administration and the Board of Education have heard concerns from students and parents/guardians regarding gender and cultural biases being ingrained in the existing language. In an effort to address this, a committee of administrators was formed that worked to remove these items and clean up the policy overall. The goal was to create a policy that relied less on fashion terms that often date the policy quickly, as well as making the policy have a more positive than negative tone.

To ensure this resulted in a draft that was generally accepted, the committee held listening sessions with students, staff and parents/guardians. During this process, the committee presented the policy to nearly 500 students, staff and parents/guardians to gather feedback on the current and/or draft policy that was then included in the attached draft. One of the main points shared was that the updates were focused on health and safety.

Overall, the tone of the policy has greatly changed. Some of the original language still exists, but may have been updated to align with new language and/or sections. The responses from each focus group were used to ensure updates were made along the way in an effort to capture all voices, concerns and viewpoints.

Administration recommends that the board approve the proposed revisions to Policy and Rule 5431 - Student Dress Code as a second reading on June 27, 2023.”

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

Mrs. Housaman presented the Report on Contact in Aggregate of \$50,000 – MobileMind submitted by Ms. Christine O’Regan, Coordinator of Instructional Technology & Library Media; Mr. Hamdan; Mrs. Housaman; and Dr. Weiss, 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: MobileMind in the amount of \$147,800 for a digital platform for professional learning.

The Purchase/Contract Rationale is provided in Appendix A. The quote from MobileMind is provided in Attachment A. The Letter of Sole Ownership from MobileMind is provided in Attachment B.

Administration recommends that the Board of Education approve the \$147,800.00 contract with MobileMind for a digital platform to provide staff with on-demand access to professional learning.”

Mr. Battle moved to approve the contract with MobileMind in the amount of \$147,800 for a digital platform to provide staff with on-demand access to professional learning. Mr. Price seconded the motion. Unanimously approved.

Mr. William Haithcock, Chief of School Leadership, presented the Report on Contract in Aggregate of \$50,000 – Adoption of Instructional Materials for K-12 Classroom Culture and Management submitted by Ms. Stacy Guckenberger, Coordinator of Special Education and Student Support; Mrs. Heather Connolly, Interim Regional Coordinator of School Leadership; Ms. Jenny Schmidt, Director of Special Education and Student Support; Mr. Haithcock; and Dr. Weiss, excerpts follow:

“Elementary schools in KUSD have adopted the Second Step curriculum for PreK/ Kindergarten classrooms and middle schools have the Second Step virtual curriculum. Some schools have expanded the program to include grades 1-5. This program aligns with the CASEL standards adopted by Wisconsin DPI and KUSD for social emotional learning. There is a need to offer consistent lessons and programs to all of our elementary and middle school students. There is not a Second Step for high school students at this time. The lessons are available in Spanish. Currently we do not have a program for our high schools.

KUSD has received grant funding from DPI for the Getting Kids Ahead Grant. These funds have specific regulations for expenditures. These funds can be used to purchase the Second Step and The Core Project curriculum.

Several schools have already purchased similar curriculum using Title 1 or school funds. We see a need to close the gap of access to resources and materials for all our buildings. Purchasing Second Step as a 3 year virtual license for all PreK-8th grade classrooms will ensure that all students and teachers have access to lessons that are designed to help students to regulate their emotions and behaviors. The lessons will also focus on self management, self awareness and responsible decision making. As we develop our plans for Portrait of a Graduate work, these lessons align with teaching students skills that they will carry forward helping them to be college and career ready.

During the 22-23 school year, a team of staff surveyed schools, met with principals, shared and received feedback from the District culture team, wrote the RFP, and evaluated all of the 19 programs that were submitted in order to make this recommendation to the KUSD school board. These members included: Chief of School Leadership, Chief Academic Officer, Coordinator of Community School Relations, Regional Coordinator of Elementary Schools, Director of Special Education and Student Support, and three Special Education Coordinators.

There is an inconsistent implementation of programs and materials at this time. The recommendation for the PreK through 8th grade classrooms is to implement a researched-

based program to help students regulate their emotions and behaviors. The Second Step program aligns with CASEL standards and is an easy to navigate resource for teachers. The lessons are less than 20 minutes a few days a week. Common district-wide language and expectations will make it easier for younger students to transition between classrooms and schools.

The 2020 World Economic Forum recently stated, "Skill gaps continue to be high as in demand skills across jobs change in the next five years. The top skills and skill groups which employers see as rising in prominence in the lead up to 2025 include groups such as critical thinking and analysis as well as problem-solving, and skills in self-management such as active learning, resilience, stress tolerance and flexibility." Purchasing this curriculum will provide teachers a resource to prepare our students for their future. The Core Project lessons will help to prepare our students for college and career readiness skills.

Starting in the Fall of 2023, Second Step will be implemented at all elementary and middle schools in KUSD. Each school will include Second Step programming in their School Improvement Plan and provide School Leadership with their plan for implementation. Second Step also offers a Bully Prevention program with this purchase. Schools will identify staff that would work on these lessons.

Administration recommends that the Board of Education grant approval to purchase the following materials using the Getting Kids Ahead Mental Health Grant in the total amount of \$327,875.00 for the 2023-24 and 2024-25 school years:

<u>Text</u>	<u>Publisher</u>	<u>Grade Level</u>	<u>Amount</u>
Second Step	Committee for Children	K-8	\$236,715
The Core Project	The Core Project	9-12 & 6-12 at eSchool only	\$ 91,160"

Mr. Battle moved to approve the purchase of the recommended materials using the Getting Kids Ahead Mental Health Grant in the total amount of \$327,875.00 for the 2023-24 and 2024-25 school years. Ms. Stevens seconded the motion. Motion carried. Mr. Meadows and Mrs. Schmaling dissenting.

Mr. Keckler presented the Report on Contract in Aggregate of \$50,000 – ESGI submitted by Ms. Mary Hoover, Coordinator of Elementary Reading and Social Studies; Ms. Amy Franz, Purchasing Agent; Mr. Kristopher Keckler, Chief Information Officer; Mr. Hamdan; Mrs. Housaman; and Dr. Weiss, 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." As this quote is just shy of this threshold, KUSD would still like to follow this practice.

The following contract/agreement has not been added to the Contract Management Database and is being presented for board approval: ESGI in the amount of \$49,950 for a digital platform for an online phonics assessment system.

Administration recommends that the Board of Education approve the \$49,950 contract with ESGI for a digital platform to provide an online phonics assessment system.”

Mr. Price moved to approve the \$49,950 contract with ESGI for a digital platform to provide an online phonics assessment system. Mrs. Modder seconded the motion. Unanimously approved.

Mr. Aaron Williams, Coordinator of Career and Technical Education, and Ms. Stacy Guckenberger, Coordinator of Student Support, presented the Education for Employment Plan submitted by Mrs. Housaman, Ms. Schmidt, Ms. Guckenberger, Mr. Williams, and Dr. Weiss, excerpts follow:

“The Wisconsin Department of Public Instruction has revised the Education for Employment (E4E) administrative rule (or Chapter PI 26) (Appendix A). The purpose of Education for Employment programs is to prepare elementary and secondary pupils for employment, to promote cooperation between business and industry and public schools, and to establish a role for public schools in the economic development of Wisconsin.

The district ACP leadership team had provided guidance on the implementation and input on marketing and communication information to schools, students, and families. In 2020 the leadership shifted to school teams. School teams were led by a school administrator and assembled at each middle and high school with the expectation to meet four times annually and to document meeting minutes.

This review is an information update to the school board about the Kenosha Unified School District’s Education for Employment Plan as required by Wisconsin Administrative Code PI 26.03.

Kenosha’s plan provides students, parents, and community members with an understanding of learning outcomes and the implementation of E4E programs and services in the district.

A student’s pathway to a career includes all relevant learning experiences that help to inform his/her investment in postsecondary education or training, and it positions the student for success in a career of interest.

As the Kenosha Unified School District continues to update its E4E plan each year, the economic growth in Kenosha County (regionally and in the state) is studied. Some of the major developments in Kenosha are industrial, healthcare, housing, and retail. It is important that economic development continues to be shared with staff and students so that students are being educated about labor market needs and educational and training requirements for occupations that will fill those needs. Long-term planning with the E4E plan, the Office of Career and Technical Education, and Academic and Career Planning will work to align goals and indicators to the Kenosha Unified School District’s achievement plan.

A total of 132 students participated in Youth Apprenticeship opportunities. Previous year totals include:

- 2021-22: 171 students;
- 2020-21: 132 students;
- 2019-20: 136 students;

- 2018-19: 47 students, and
- 2017-18: 13 students.

Students had the opportunity to earn multiple industry-recognized credentials through their CTE courses.

This is an informational report.”

Mr. Neir presented Policy and Rule 4221 – Alcohol and Drug Free Workplace submitted by himself and Dr. Weiss, excerpts follow:

“Policy and Rule 4221 – Alcohol and Drug-free Workplace was last updated in March 2017. While generally an adequate policy, the rule is extremely vague and lacks the language needed to outline for employees the procedures that will take place should reasonable suspicion arise. Language regarding reasonable cause and/or suspicion will be added to the 2023-2024 Employee Handbook upon its creation. In order to ensure there are no questions as to what will occur prior to an employee being hired and/or if there is reasonable cause and/or suspicion following hire, the Office of Human Resources worked with legal counsel to review and make slight changes to the policy and to revamp/clarify the rule. The final, updated rule will also be added to the 2023-24 Employee Handbook which requires annual review sign-off by all employees in the district.

By updating this policy, we will be clarifying how this process should be implemented for both employees and the district. Additionally, this will reduce the district’s overall liability surrounding transporting employees, whether it is the staff driving or the employee suspected of being under the influence of drugs and/or alcohol.

Feedback was sought from the Personnel Standing Committee regarding the proposed revisions to School Board Policy 4221 at its April 18, 2023 meeting.

It is Administration’s recommendation that the school board approve the recommended updates to School Board Policy and Rule 4221 – Alcohol and Drug-Free Workplace as a first reading.”

Mrs. Modder moved to approve the recommended updates to School Board Policy and Rule 4221 – Alcohol and Drug-Free Workplace as a first reading. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Hamdan presented the LakeView Technology Academy Lease Extension submitted by Mr. Patrick Finnemore, Director of Facilities; Mr. Hamdan; and Dr. Weiss, excerpts follow:

“The existing lease for the building housing Lakeview Technology Academy between the Kenosha Area Business Alliance Foundation (KABAF) and the Kenosha Unified School District (KUSD) commenced on July 1, 2005. In addition, KUSD and Gateway Technical College (GTC) entered into a sublease for the building on that same day. The original lease and sublease expired on June 30, 2020, and were followed by three (3) one-year extensions that take us through June 30, 2023.

At the regular meeting held on June 28, 2022, the KUSD Board of Education voted unanimously to approve the relocation of the Lakeview Technology Academy to the new Kenosha Innovation Neighborhood (KIN) located on the former Chrysler engine plant site. On February 28, 2023, the Board unanimously approved the terms of the new lease agreement between the KABAF and KUSD that will be effective as soon as occupancy is granted to KUSD.

In order to bridge the gap between July 1, 2023, and the time it takes to build the new Lakeview building and gain occupancy, KABAF has offered an additional extension for a period of nineteen (19) months that will take us through January 31, 2025. As a precautionary construction measure, an additional six (6) optional one (1) month extensions are also available at the same rate. While previous extensions had built-in increases to match the change in Consumer Price Index (CPI), this final extension shall reflect only a 4% increase from the current payment as opposed to the full CPI change of 8%.

Administration recommends Board approval of the nineteen (19) month lease extension with a 4% increase for Lakeview Technology Academy as described in this report and Attachment A.”

Ms. Stevens moved to approve the nineteen (19) month lease extension with a 4% increase for Lakeview Technology Academy as described in this report and Attachment A. Mr. Price seconded the motion. Motion carried. Mr. Battle abstaining.

Mr. Hamdan presented the Authorization of 2023-2024 Expenditures Prior to the Formal Adoption of the Budget submitted by himself and Dr. Weiss, excerpts follow:

“The budget adoption cycle for Wisconsin school districts is such that school boards do not adopt a final budget until October of each year, despite the fact that the fiscal year begins in July. The primary reason for this delay is that many of the factors needed to finalize the budget are not known until October. Equalized property values and official 3rd Friday student counts will not be known until the end of September. Certification of state aid from the Department of Public Instruction (DPI) will not occur until October.

It is customary for school boards to approve a resolution authorizing district administration to expend funds between July 1 and the time that the budget is formally adopted in October.

Administration recommends that the Board authorize the payment of all currently authorized salaries and benefits beginning July 1 and continuing until the budget is formally adopted. Administration also recommends that the Board authorize expenditures in other areas to continue at the discretion of the administration. Expenditures should not exceed one-third of the funding authorized in the prior year’s budget unless Board action has occurred to modify specific programs or activities. The one-third guide represents 4 of the 12 months in the fiscal year between July and October.”

Mr. Battle moved to approve the authorization of payment of all currently authorized salaries and benefits beginning July 1 and continuing until the budget is formally adopted and to also authorize the expenditures in other areas to continue at the discretion of the administration. Expenditures should not exceed one-third of the funding authorized in the prior year’s budget unless Board action has occurred to modify specific programs or

activities. The one-third guide represents four of the 12 months in the fiscal year between July and October. Ms. Stevens seconded the motion. Unanimously approved.

Mr. Neir presented the Employee Handbook submitted by himself and Dr. Weiss, excerpts follow:

“The 2023-2024 Employee Handbook is the ninth edition. The handbook revisions noted are clarification on current language, grammatical and formatting corrections.

After an initial review by the Human Resources team of the 2022-2023 Employee Handbook for necessary corrections and updates, the proposed revisions were provided to all District employees for feedback via a Google Survey. The feedback was evaluated by the Human Resources and Leadership teams and applicable corrections and updates made to the document.

Administration recommends the Board of Education approve the 2023-2024 Employee Handbook with the changes and/or additions noted.”

Mr. Battle moved to approve the 2023-2024 Employee Handbook with the recommended changes and/or additions. Mr. Meadows seconded the motion. Unanimously approved.

Ms. Stevens presented the Donation to the District.

Ms. Stevens moved to approve the donation to the district as presented. Mrs. Modder seconded the motion. Motion carried. Mr. Price abstaining.

Announcements/updates by the following board members were made: Mr. Meadows, Mr. Price, and Ms. Stevens.

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

Meeting adjourned at 8:10 P.M.

Stacy Schroeder
School Board Secretary

A SPECIAL MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD JULY 17, 2023

A special meeting of the Kenosha Unified School Board was held on Monday, July 17, 2023, at 5:00 P.M. in the Board Meeting Room at the Educational Support Center. The purpose of this meeting was for Views and Comments by the Public and Discussion/Action – Recommendations Concerning Administrative Appointments.

The meeting was called to order at 5:01 P.M. with the following members present: Mr. Meadows, Mrs. Modder, Ms. Stevens, Mrs. Schmaling, Mr. Price, and Ms. Adams. Dr. Weiss was also present. Mr. Battle was excused.

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

There were no views or comments by the public.

Dr. Weiss presented the following administrative appointments:

- Mrs. Julie Cholak as Principal at Dimensions of Learning Academy;
- Mr. Scott Hodges as Principal at Kenosha School of Technology Enhanced Curriculum (KTEC);
- Mr. Brian Kielar as Principal at Somers Elementary School; and
- Ms. Laura Stone as the Culture and Safety Coordinator.

Ms. Stevens moved to approve the administrative appointments. Mr. Price seconded the motion. Motion carried. Mr. Meadows abstaining.

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

Meeting adjourned at 5:11 P.M.

Stacy Schroeder
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD JULY 18, 2023

A special meeting of the Kenosha Unified School Board was held on Tuesday, July 18, 2023, in Room 125 at the Educational Support Center. The purpose of this meeting was to vote on holding an executive session to follow immediately.

The meeting was called to order at 5:17 P.M. with the following members present: Mrs. Modder, Mr. Battle, Mr. Price, and Ms. Adams. Dr. Weiss and Mr. Hamdan were also present. Ms. Stevens arrived later. Mr. Meadows was excused. Mrs. Schmaling 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 purpose of Collective Bargaining Deliberations.

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

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

1. Collective Bargaining
Ms. Stevens arrived at 5:24 P.M.

Mr. Tarik Hamdan, Chief Financial Officer, updated board members on collective bargaining deliberations and sought direction.

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

Meeting adjourned at 5:51 P.M.

Stacy Schroeder
School Board Secretary

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Kenosha Unified School District
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
July 25, 2023

CASH RECEIPTS	reference	total
June 2023 Wire Transfers-In, to Johnson Bank from:		
WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 47,932,098.16
Johnson Bank	<i>account interest</i>	2,353.21
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	19,493.15
Bankcard Services (Purplepass)	<i>fine arts ticket sales receipts (net of fees)</i>	1,269.31
Bank (Infinite Campus)	<i>district web store receipts (net of fees)</i>	80,853.73
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	48,574.61
HHS	<i>head start grant</i>	295,452.80
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	5,237.04
Total Incoming Wire Transfers		48,385,332.01
June 2023 Deposits to Johnson Bank - All Funds:		
General operating and food services receipts	<i>(excluding credit cards)</i>	2,674,982.00
TOTAL JUNE CASH RECEIPTS		\$ 51,060,314.01
CASH DISBURSEMENTS	reference	total
June 2023 Wire Transfers-Out, from Johnson Bank to:		
<i>Payroll & Benefit wires</i>		
Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 8,059,158.45
WI Department of Revenue	<i>state payroll taxes</i>	1,547,687.69
WI Department of Revenue	<i>state wage attachments</i>	2,237.64
IL Department of Revenue	<i>IL state payroll taxes</i>	33,812.31
IRS	<i>federal payroll taxes</i>	7,773,578.91
Delta Dental	<i>dental insurance premiums</i>	223,021.95
Diversified Benefits Services	<i>flexible spending account claims</i>	11,241.82
Employee Trust Funds	<i>wisconsin retirement system</i>	2,454,846.86
NVA	<i>vision insurance premiums</i>	19,046.28
Aflac	<i>insurance premiums</i>	43,596.19
Optum	<i>HSA</i>	1,443,660.60
Various	<i>TSA payments</i>	882,675.11
<i>Subtotal</i>		22,494,563.81
<i>General Operating Wires</i>		
US Bank	<i>purchasing card payment-individuals</i>	184,221.76 *
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	17,664.63
Kenosha Area Business Alliance	<i>Payment for new LakeView building</i>	1,197,097.00
United Healthcare	<i>health insurance premiums</i>	3,840,938.38
Various	<i>returned checks</i>	750.00
<i>Subtotal</i>		5,240,671.77
Total Outgoing Wire Transfers		\$ 27,735,235.58
June 2023 Check Registers - All Funds:		
Net payrolls by paper check	<i>Register# 01012DP, 01013DP</i>	\$ 829.02
General operating and food services	<i>Check# 623993 thru Check# 625434 (net of void batches)</i>	6,338,886.88
Total Check Registers		\$ 6,339,715.90
TOTAL JUNE CASH DISBURSEMENTS		\$ 34,074,951.48

*See attached supplemental report for purchasing card transaction information

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending June 15, 2023

Merchant Name	Total
RESTAURANTS & CATERING	\$ 17,683.46
HOTEL	\$ 9,849.83
3654 INTERSTATE	\$ 8,283.40
SP DEMOULIN BROS. AN	\$ 7,895.62
FIRST SUPPLY KENOSHA	\$ 7,655.54
BRISTOL OAKS GOLF CLUB	\$ 5,945.42
HUDL	\$ 4,815.00
RESA POWER LLC	\$ 4,613.52
RAYNER AND RINN SCOTT	\$ 4,500.00
MARK'S PLUMBING PARTS	\$ 3,667.66
OLSON TRANSPORTATION	\$ 3,328.56
ULINE *SHIP SUPPLIES	\$ 3,279.87
DRUM CORPS INTERNATIONAL	\$ 3,237.50
MENARDS KENOSHA WI	\$ 3,150.76
FOUNDATION BLDG 045	\$ 3,115.45
SOUTHEASTERN EQUIPMENT &	\$ 3,004.74
VEHICLE MAINT. & FUEL	\$ 2,821.60
GREEN MEADOWS FARM	\$ 2,610.00
SHERWIN WILLIAMS 703481	\$ 2,527.08
SP FRED J MILLER INC	\$ 2,350.21
YMCA MINIKANI	\$ 2,330.00
HIGHWAY C SERVICE INC	\$ 2,109.40
HAJOCA KENOSHA PC354	\$ 2,106.41
ORTONGILLINGHAMONLINET	\$ 1,785.00
THERMALFILTERS LLC	\$ 1,575.00
GRAINGER	\$ 1,567.64
HALLMAN LINDSAY PAINTS -	\$ 1,517.20
KENOSHA COUNTY HEALTH DEP	\$ 1,342.50
UPFRONT FO	\$ 1,305.25
WEBCONNEX LLC	\$ 1,296.90
AIRLINE	\$ 1,249.62
AMZN MKTP US*P98QP4P63	\$ 1,203.65
AMZN MKTP US*FX80M64H3	\$ 1,161.99
SIXFLAGS GAM GURNEE IL	\$ 1,151.01
URBAN AIR MILWAUKEE WEST	\$ 1,090.00
SP MCCORMICKS	\$ 1,077.49
IC* INSTACART	\$ 1,069.86
CHESTER ELECTRONIC SUPPLY	\$ 1,047.40
SQ *BLUE SKY INFLAT	\$ 1,040.00
DENRAY MACHINE INC	\$ 1,028.97
PBBS EQUIPMENT CORPORA	\$ 1,028.51
SAMS CLUB #6331	\$ 1,025.65
CROWN TROPHY	\$ 999.72
SQ *THE LETTERING MACHINE	\$ 999.65
TRANE SUPPLY-116407	\$ 994.54
AMZN MKTP US*1M0QN5UY3	\$ 994.00
RACINE ZOO OFFICE	\$ 988.00

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending June 15, 2023

Merchant Name	Total
FESTIVAL FOODS	\$ 967.95
SQ *BADGERLAND MECHANICAL	\$ 967.00
LAMERS BUS LINE	\$ 944.27
JUMP N JAX	\$ 900.00
SAMSClub.COM	\$ 865.43
SAMSClub #6331	\$ 842.15
TENUTAS	\$ 803.11
DRI*CISCO	\$ 800.00
HOBBY LOBBY #350	\$ 799.17
AT* WIHISTSOCTICKETING	\$ 780.00
JOHNSTONE SUPPLY - RACINE	\$ 741.97
KENOSHA KINGFISH	\$ 725.00
ZSK*CE ACTION TERRIT P	\$ 719.55
KIMBALL MIDWEST PAYEEZY	\$ 712.18
STERICYCLE	\$ 702.25
MILW CO BROWN DEER GOLF	\$ 702.00
WM SUPERCENTER #1167	\$ 695.01
THE LINE UP	\$ 679.21
PAYPAL *JOURNALISME	\$ 650.00
WISCONSIN SCHOOL SAFETY	\$ 620.00
PARTY CITY 5174	\$ 619.76
PLIBRICO COMPANY LLC	\$ 598.37
KENOSHA PUB MUSEUM	\$ 573.00
VIKING ELECTRIC-MILWAUKEE	\$ 572.01
MCMASTER-CARR	\$ 571.11
COSTCO WHSE #1198	\$ 567.76
SP JAMIN T-SHIRTS &	\$ 547.80
SQ *THE FUNKIN FARM	\$ 546.00
BUILDING CONTROLS & SOLUT	\$ 545.06
FASTENAL COMPANY 01WIKEN	\$ 514.56
THE BANDMANS COMPANY SOUT	\$ 507.10
SMK*SURVEYMONKEY.COM	\$ 468.00
SQ *KENOSHA HISTORY CENTE	\$ 468.00
U-HAULEXPRESS LUBE	\$ 458.13
USPS PO 5642800260	\$ 444.99
MID STATE EQUIP SALEM 010	\$ 439.65
EXPEDIA 72565193189023	\$ 430.60
WAL-MART #1167	\$ 422.79
NATIONAL SCHOLASTIC PRES	\$ 409.00
AUTOMATIC ENTRANCES OF WI	\$ 395.85
PACETTI'S MUSIC	\$ 387.57
CARDIO PARTNERS INC	\$ 381.15
BURRIS EQUIPMENT CO.	\$ 364.80
DSPS EPAY ISE	\$ 350.00
LIFETOUGH NSS MOBILE	\$ 347.63
PY *CESA #1	\$ 345.00
SQ *MASTERS BUILDING SOLU	\$ 340.65

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending June 15, 2023

Merchant Name	Total
SCHOOL NUTRITION ASSOC	\$ 339.00
JERRY SMITH FARM	\$ 334.28
SAMS CLUB#6331	\$ 327.83
AMERICAN RED CROSS	\$ 325.00
WALMART.COM 8009666546	\$ 313.69
NNA SERVICES LLC	\$ 300.47
DECKER EQUIPMENT	\$ 300.39
THE ASSOCIATED COLLEGIATE	\$ 298.49
AIELLO MIDTOWN FLORIST IN	\$ 290.00
L & S ELECTRIC, INC.	\$ 286.30
PICK N SAVE #871	\$ 282.61
BRODER BROS., CO	\$ 277.32
SQ *SOUND CHECK ENTERTAIN	\$ 275.00
MILWAUKEE COUNTY ZOO	\$ 269.50
LOWES #02560*	\$ 268.19
OFFICEMAX/DEPOT 6358	\$ 267.13
U-HAUL MOVING & STORAGE O	\$ 261.62
SQ *PILSEN PUBLIC ART TOU	\$ 260.00
WALMART.COM	\$ 259.86
CSPA-COLUMBIA UNIV	\$ 258.95
DITCH THAT TEXT	\$ 258.50
CROWN AWARDS INC	\$ 255.25
PICK N SAVE #874	\$ 250.71
MENARDS RACINE WI	\$ 250.52
BAUDVILLE INC.	\$ 245.08
JC LICHT - 1290 - KENOSHA	\$ 244.89
SOCIETYFORHUMANRESOURCE	\$ 244.00
NAESP-PEAP	\$ 236.87
SQ *DREAM IT BALLOONS	\$ 235.00
FACEBK KZJ3KMP882	\$ 233.77
SQ *CREATIVES FOR COMMUNI	\$ 225.00
FARM & FLEET STURTEVANT	\$ 224.55
SP SHOP DECA	\$ 215.83
BARCODES GROUP ID PROD	\$ 213.98
SUPER SPORTS FOOTWEAR ETC	\$ 205.00
WAL-MART #2668	\$ 202.37
BC SOLUTIONS LLC	\$ 190.71
SHERWIN WILLIAMS 703180	\$ 189.47
DOLLAR TREE	\$ 181.20
SQ *KEMPER CENTER	\$ 180.00
SPECTRUM	\$ 177.98
AMAZON.COM*QQ9RB8013	\$ 177.80
IN *VISUAL IMAGE PHOTOGRA	\$ 175.00
AMZN MKTP US*DF3GC48J3	\$ 174.89
PAYPAL *COURSE21	\$ 169.00
SAN-A-CARE	\$ 165.52
HOLLAND SUPPLY INC	\$ 164.33

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending June 15, 2023

Merchant Name	Total
GFS ECOMM #1919	\$ 161.74
PIGGLY WIGGLY	\$ 161.50
AMZN MKTP US*QW0WI4LT3	\$ 151.80
THE MATH LEARNING CENTER	\$ 150.00
REINDERS BRISTOL	\$ 148.89
MCCOTTER ENERGY SERVICE L	\$ 143.46
WWW COSTCO COM	\$ 138.54
VACLAND	\$ 132.73
AMZN MKTP US*6863R8963	\$ 131.45
USPS.COM POSTAL STORE	\$ 128.20
SHERRYS CUSTOM TEES	\$ 126.88
MEIJER # 284	\$ 126.75
ETAHAND2MIND	\$ 126.58
BATTERIES PLUS #0561	\$ 124.70
CANVA* I03800-25165349	\$ 119.99
THE SWARTZ NURSERIES	\$ 119.00
SAMS CLUB RENEWAL	\$ 116.05
JIFFYSHIRTS.COM US L.P.	\$ 114.59
UNION GROVE LUMBER	\$ 109.97
SUMMER'S GARDEN FLORIST	\$ 109.60
WASBO FOUNDATION	\$ 105.00
AMAZON.COM*7W3SL5JM3 AMZN	\$ 103.32
USPS PO 5666100158	\$ 100.55
JODI WILLIAMS DESIGN	\$ 100.00
COSTCO WHSE #1212	\$ 99.96
GFS STORE #1919	\$ 99.92
TWIN HILL	\$ 98.10
EXPEDIA 72561566154686	\$ 96.84
BEST BUY 00011916	\$ 95.98
THE MASTER TEACHER	\$ 95.95
SQ *HOWLAND FLOWERS	\$ 95.00
PICK N SAVE #5378	\$ 91.31
DPI WS2 MQR EPAY	\$ 90.00
AMZN MKTP US*7P08I7FN3	\$ 89.65
AMZN MKTP US*E127923X3	\$ 86.46
AMAZON.COM*5S7LA4S23 AMZN	\$ 82.52
PUT IN CUPS LLC	\$ 81.50
STEIN'S GARDEN & HOME 14	\$ 79.96
EDUCAUSE	\$ 77.00
TEACHERSPAYTEACHERS.COM	\$ 75.41
TRACKWRESTLING.COM	\$ 75.00
UW MADISON SOE PLACE	\$ 75.00
JONES SCHOOL SUPPLY CO.,	\$ 74.90
SCRUBBER CI	\$ 72.15
WF WAYFAIR3921301685	\$ 68.40
DRI*PASSFAB.COM	\$ 63.25
J.W. PEPPER	\$ 58.30

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending June 15, 2023

Merchant Name	Total
MONSTER JANITORIAL LLC	\$ 57.94
WSCA	\$ 56.00
AMAZON.COM*1A5NL1R73	\$ 52.99
DOA WISGLP RAFFLE LICENSE	\$ 51.00
WALGREENS #3153	\$ 49.91
AMAZON.COM*L31FV1EJ3	\$ 47.15
AMZN MKTP US*SY02C4T93	\$ 45.35
PAYPAL *BANDOSHOES	\$ 43.00
TARGET.COM *	\$ 42.98
AMAZON.COM*P71HH5XM3	\$ 41.95
GFS STORE #1923	\$ 40.47
MUSKEGO LAKES COUNTRY CLU	\$ 40.25
WI DFI WS2 CFI CC EPAY	\$ 40.00
LIGHTFOOT WEB TOOLS	\$ 39.00
SMK*WUFOO.COM CHARGE	\$ 39.00
AMZN MKTP US*DL9E09AA3	\$ 38.55
AMAZON.COM*MX7ZG2ZD3	\$ 37.66
EDPUZZLE PRO TEACHER	\$ 36.50
THE UPS STORE 3860	\$ 35.18
K5 LEARNING	\$ 32.83
DOLLAR GENERAL #21533	\$ 32.71
ADOBE *STOCK	\$ 31.64
UDEMY SUBSCRIPTION	\$ 29.99
AMAZON.COM*JU5EC3DM3	\$ 27.99
AMZN MKTP US*EX06V9JF3	\$ 27.22
MICHAELS STORES 9192	\$ 20.97
AMZN MKTP US*SO67V4WA3	\$ 17.98
AMZN MKTP US*TS8KQ2AS3	\$ 17.83
JALENSKYS OUTDOOR	\$ 17.81
KENOSHA AREA BUSINESS	\$ 17.00
WM SUPERCENTER #2668	\$ 16.93
WM SUPERCENTER #5695	\$ 16.38
ZOOM.US 888-799-9666	\$ 15.99
HARBOR FREIGHT TOOLS3397	\$ 15.48
AMAZON PRIME*WI45Q7YJ3	\$ 15.05
CSE*LAKESKENOSHA	\$ 14.25
PIGGLY WIGGLY #209	\$ 10.78
SPOTIFY USA	\$ 10.54
EVERESTWEBDEALS.CO	\$ 10.00
UW TRANSPORTATION SERVICE	\$ 8.00
DSPE SERVICE FEE COM	\$ 7.00
GROUPGREETING	\$ 4.99
ZORO TOOLS INC	\$ 0.94
ANIMOTO INC	\$ (180.00)
AMZN MKTP US	\$ (289.04)
WISCONSIN CANOE CO	\$ (674.25)
US Bank Purchasing Card Payment - Individuals	\$ 184,221.76

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 25, 2023

Administrative Recommendation

It is recommended that the June 2023 cash receipt deposits totaling \$2,674,982.00, and cash receipt wire transfers-in totaling \$48,385,332.01, be approved.

Check numbers 623993 through 625434 (net of voided batches) totaling \$6,338,886.88, and general operating wire transfers-out totaling \$5,240,671.77, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the June 2023 net payroll and benefit EFT batches totaling \$22,494,563.81, and net payroll check batches totaling \$829.02, be approved.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa M. Salo, CPA
Accounting Manager

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**Kenosha Unified School District
Kenosha, Wisconsin**

July 25, 2023

Policy and Rule 4221 – Alcohol and Drug Free Workplace

Background:

Policy and Rule 4221 – Alcohol and Drug-free Workplace was last updated in March 2017. While generally an adequate policy, the rule is extremely vague and lacks the language needed to outline for employees the procedures that will take place should reasonable suspicion arise. Language regarding reasonable cause and/or suspicion will be added to the 2023-2024 Employee Handbook upon its creation. In order to ensure there are no questions as to what will occur prior to an employee being hired and/or if there is reasonable cause and/or suspicion following hire, the Office of Human Resources worked with legal counsel to review and make slight changes to the policy and to revamp/clarify the rule. The final, updated rule will also be added to the 2023-24 Employee Handbook which requires annual review sign-off by all employees in the district.

Important changes to the rule:

- Clarifying who will undergo pre-employment drug testing.
- Clarifying that workplace injuries may result in reasonable cause testing.
- Outlining the procedure that will occur when reasonable cause and/or suspicion exists – this currently was not outlined and was unclear for all. We will now use a mobile testing facility for the safety and security of all, thereby reducing liability risk for the district.
- Clarifying which forms are required for an employee to sign off on – this is a form from the testing facility and/or mobile tester, not the Office of HR.
- Clarifying what will occur if an employee refuses testing, which may include discipline up to and including termination.
- Clarifying that if an employee admits to being under the influence of either drugs or alcohol prior to being tested but after being confronted with evidence of such, the employee will have the ability to voluntarily enroll in a drug and/or alcohol treatment program. While in such a program, the employee will be placed on an unpaid leave of absence. The employee may return to duty only when the district has received notification that the employee has successfully completed the program for which they enrolled.
- Clarifying that any additional violation of this policy after an employee has successfully completed a drug and/or alcohol treatment program will result in additional discipline up to and including termination.
- Clarifying what will happen if an employee refuses to arrange transportation off of district property if they test positive – calling upon local law enforcement if needed.
- Additional wording added subsequent to the first reading to address the consumption of intoxicating beverages (see highlighted words).

By updating this policy, we will be clarifying how this process should be implemented for both employees and the district. Additionally, this will reduce the district's overall liability

surrounding transporting employees, whether it is the staff driving or the employee suspected of being under the influence of drugs and/or alcohol.

Feedback was sought from the Personnel Standing Committee regarding the proposed revisions to School Board Policy 4221 at its April 18, 2023 meeting.

Recommendation

It is Administration's recommendation that the school board approve the recommended updates to School Board Policy and Rule 4221 – Alcohol and Drug-Free Workplace as a second reading.

Dr. Jeffrey Weiss
Superintendent of Schools

Kevin Neir
Chief Human Resources Officer

POLICY 4221

ALCOHOL AND DRUG-FREE WORKPLACE

The district recognizes alcohol and other drug **use/abuse** as a potential health, safety and security problem, and it is the district's intent and obligation to provide **an alcohol and** drug-free, healthy, safe and secure work environment. Therefore, the unlawful manufacture, distribution, dispensation, possession or use of alcohol **and/or a controlled substance** **or consuming intoxicating beverages** on district premises or while conducting district business off premises is absolutely prohibited by the district **(district business is defined as representing the district in an official capacity)**. **As such,** Employees are prohibited from reporting to work with alcohol or non-prescription controlled substance in their system, **unless they are able to provide documentation that such substances are needed due to their own medical condition and have been approved by the Medical Review Officer (MRO), who is contracted by the district for such services.**

Employees must, as a condition of employment, abide by terms of this policy and notify the district of any criminal drug ~~statute~~ conviction for a violation occurring on district premises or while conducting district business off premises **with-in 24 hours of a conviction.**

Employees ~~Anyone~~ violating this policy shall be subject to disciplinary action in accordance with **this established procedures policy, up to and including termination.**

Employees shall be given a copy of this policy ~~as required by law~~ **and a copy of this policy will be posted on the district website.**

LEGAL REF.: Wisconsin Statutes

111.35 (Use of lawful products during working and non-working hours)
125.09 (Alcohol possession prohibited on school grounds)
Chapter 961 (Controlled Substances Act)
Drug-Free Workplace Act of 1988

CROSS REF.:

4223 - Staff Misconduct
4231 - Staff Physical Examinations
4233 - Employee Assistance Program
4362 - Employee Discipline
Employee Handbook

~~ADMINISTRATIVE REGULATIONS:~~ **None**

REVISED:

June 27, 2000
September 23, 2014
October 28, 2014
March 28, 2017
July 25, 2023

RULE 4221
PROCEDURES FOR IMPLEMENTING
ALCOHOL AND DRUG-FREE WORKPLACE POLICY

All employees shall be required to undergo pre-employment drug testing as well as alcohol and drug testing any time the district has reasonable suspicion to believe that the employee has violated this policy.

Reasonable suspicion alcohol or drug testing may be conducted when there is reasonable suspicion to believe that the employee has used or is using drugs or alcohol prior to reporting for duty, while on duty, or prior to or while attending any district function on or off district property. The district's determination that reasonable suspicion exists will be based on specific, contemporaneous, accurate observations concerning the appearance, behavior, speech, smell, conduct and other characteristics of the employee. The employee will be suspended with pay until the results of a drug and/or alcohol test are made available to the district by the testing laboratory or tester.

When reasonable suspicion exists, two district employees who have undergone drug and alcohol signs and symptoms training must concur that reasonable suspicion exists to believe the employee is in violation of the policy before the employee can be asked to submit to a test. If two symptom trained employees concur, the Office of Human Resources (HR) or its designee will meet with the employee to explain the basis for reasonable suspicion, and contact the drug testing collector to come to the location of the employee under suspicion. The employee under suspicion will be required to remain under observation by either administration staff or someone from HR until the certified tester arrives and tests the suspected employee.

Prior to submitting to a drug and/or alcohol test, the employee will be asked if they are under the influence of either drugs and/or alcohol. If the employee admits that they are under the influence of either drugs and/or alcohol, they will not be tested and will immediately be removed from their assignment and placed on an unpaid leave of absence. In the district's sole discretion, in lieu of termination from employment, upon such a disclosure, and once on an unpaid leave of absence the employee will be required to enroll themselves into a treatment program at the district's choosing or of their own choosing. Enrollment must be done within five business days of the start of the unpaid leave of absence. Documentation must be provided to HR that the employee is enrolled in a treatment program. Upon successful completion of the program as notified by the program to the district, the employee may return to duty with the understanding that if a similar violation occurs again, that action may lead to additional discipline up to and including termination.

Before being asked to submit to an alcohol and/or drug test, the employee will receive written notice of the request and/or requirements from the certified tester and will sign a consent form releasing the results to the district. The district will incur all expenses related to the test.

Employees can refuse to undergo testing; however, refusal will be considered a violation of this policy and will be considered a positive test which will result in disciplinary action, up to and including termination.

When reasonable suspicion exists, the employee will not operate a motor vehicle for the remainder of the workday or until such time as permitted by the district, and the employee will be responsible for arranging transportation off district property. If an employee attempts to operate their own vehicle, district staff will notify the Kenosha Police Department (KPD) that they have reason to believe the employee is operating a vehicle under the influence.

If the district receives notice that the employee's drug test results were confirmed positive, the employee will be given the opportunity to explain the positive result to the Medical Review Officer (MRO). In addition, the employee may request a split test and have the sample retested at a laboratory of the employee's choice and at their own expense pending the sample being available from the original testing site.

All testing results will remain confidential. Test results may be used in administrative hearings and court cases arising as a result of the employee's alcohol and drug testing. Results will be sent to federal agencies as required by federal law. If the employee is to be referred to a treatment facility for evaluation, the employee's test results will also be made available to the employee's counselor.

In addition, employees must report any conviction under a criminal drug statute for policy violations occurring on or off district premises while conducting district business within 24-hours of a conviction to the Office of Human Resources. The Superintendent or their designee shall notify the appropriate federal agency within 10 days after receiving a report of a drug and/or alcohol conviction involving an employee engaged in the performance of a federal grant.

The district recognizes alcohol and drug dependency as an illness and a major health problem. Employees needing help in dealing with controlled substances are encouraged to use the district's Employee Assistance Program (EAP). Conscientious efforts to seek such help will not jeopardize an employee's job, and self-referrals will not be noted in any personnel record. Supervisory referrals will be noted in the employee's personnel record.

- ~~1. Employees are expected and required to report to work on time and in an alcohol and other drug-free condition and to remain that way while at work.~~
- ~~2. The district recognizes alcohol and other drug dependency as an illness and a major health problem. Employees needing help in dealing with controlled substances are encouraged to use the district's Employee Assistance Program. Conscientious efforts to seek such help will not jeopardize an employee's job, and self-referrals will not be noted in any personnel record. Supervisory referrals will be noted in the employee's personnel record.~~
- ~~3. Violations of the district's alcohol and other drug-free workplace policy will result in disciplinary action up to and including termination, and may have legal consequences.~~
- ~~4. Employees must report any conviction under a criminal drug statute for policy violations occurring on or off district premises while conducting district business. A report of a conviction must be made within five days after the conviction to the Office of the Superintendent/designee. The superintendent or designee shall notify the appropriate federal agency within 10 days after receiving a report of a drug conviction involving an employee engaged in the performance of a federal grant.~~

KENOSHA UNIFIED SCHOOL DISTRICT

July 25, 2023

Consideration to Rename the Educational Support Center

On May 23, 2023, the KUSD School Board approved the formation of a citizen advisory committee to consider a request to rename the KUSD Educational Support Center (ESC), as outlined in KUSD Policy 7400 Naming or Renaming District-Owned Property and KUSD Policy 8860 Citizen Advisory Committee. The original request to rename the ESC was received on February 8, 2023, from Richard Regner to rename the Educational Support Center after longtime KUSD Administrator and former Superintendent John Hosmanek. Public notice was given on June 4, 2023, and a group of interested community members joined this committee (Appendix A), which held a meeting on June 20, 2023. The original submission and rationale is included in this report (Appendix B). There were four name variations discussed and rated by each member:

- No Change
- John J. Hosmanek Kenosha Unified Educational Support Center
- The John Hosmanek ESC
- John Hosmanek Educational Support Center

Nine committee members voted for the recommendation of the ESC building name change to “John J. Hosmanek Kenosha Unified School District Educational Support Center”.

Administrative Recommendation:

Administration recommends that the Board of Education review and consider possible action to rename the Educational Support Center building at its July 25, 2023, regular School Board meeting.

Dr. Jeffrey Weiss
Superintendent of Schools

Mr. Kris Keckler
Chief Information Officer

Appendix A: ESC Naming Committee Members

- Yolanda Adams – Board President
- Mary Modder – Board Vice President
- Richard Baas
- Tom Duncan
- Ashleigh Henrichs
- Jose Martinez
- Richard Regner
- Steve Relich
- Andrew Schmidt
- Nola Starling
- Michael Thompson

Appendix B: Original Naming Request

TO: Ms. Yolanda Adams, President KUSD Board of Education
Dr. Jeffrey Weiss, Superintendent, KUSD
FR: Richard Regner, richard.regner@gmail.com
DT: February 2, 2023
SU: Naming of the Educational Support Center for Dr. John J. Hosmanek

This correspondence represents a follow-up to a conversation I had with Steve Relich, Nola Rattliff and Dr. Welss at a luncheon in early January. At that time, we discussed a proposal we would like the Kenosha Unified Board of Education to consider. The idea for this proposal has been generated from a number of former administrators, principals, teachers, and support staff of the Kenosha Unified School District as well as community members.

The proposal is directed at naming the Educational Support Center the “John J. Hosmanek Kenosha Unified School District Educational Support Center” as a lasting Memorial to Dr. Hosmanek. Dr. Hosmanek began his career in the Kenosha School District in 1960 as an Assistant Principal at Lincoln Junior High. In 1962, he was named Principal of the newly built Lance Junior High. In 1966, he was named Principal of Tremper High School. He left Tremper in 1970, to serve as Assistant Superintendent until 1979, when he was named Superintendent and served in that capacity until his retirement in 1989.

Dr. Hosmanek's employment resume, as an administrator from 1960, to the time of his appointment as Superintendent, was evidence of his strong leadership ability. During his tenure as Superintendent Dr. Hosmanek was responsible for a number of significant initiatives. He was an exceptional leader whose focus was always making decisions that would impact the well-being of students. It is important to note the decade of his superintendency was challenging for both the School District as well as the City of Kenosha, Pleasant Prairie and Somers. He faced many challenges, which led to many difficult decisions.

When selected as Superintendent in 1979, the District was still dealing with collective bargaining issues between the Board of Education and the Kenosha Education Association. In addition, during the early years of his administration student enrollment was declining which led to very unpopular decisions surrounding school closures. Also, during this period budget constraints led to staff layoffs. It was a tumultuous time. During the 1987-88 School Year, Dr. Hosmanek, the School Board, the leadership of the City of Kenosha, Pleasant Prairie, and Somers were focused on the news of the closing of the Chrysler Plant, which led to the layoff of 5,500 employees. This particular moment in the history of the District and the community, as well as several of the other significant issues during Dr. Hosmanek's tenure as Superintendent, could have severely impacted the direction of the school district.

To his credit, Dr. Hosmanek did not let these setbacks deter his expectations of developing an outstanding school district. It could be said, under his leadership, the period from 1979 to 1989 could be considered the Decade of Achievement. As the administrative leader of the District it was his responsibility to guide the District through this decade in unison with the Board of Education, which had the responsibility of governing the School District. During this decade, Dr. Hosmanek was responsible for a number of significant initiatives. A brief summary of several of those initiatives follows:

- Initiated a Reorganization Plan which grouped principals in clusters, identified and grouped the areas of administrative, supervisory and technical staff into similar clusters. In addition, the plan called for a Leadership Council. The Leadership Council consisted of cluster leaders as well as central office administrators.
- Monitored the renovation of the Bradford and Reuther buildings, which eventually led to the movement in 1980-81 of the two schools into new buildings.
- Training of all Administrative staff regarding Effective Schools Research.
- Targeted the Effective Schools initiative at increasing efficiency and academic achievement.
- Establishment of School Leadership Teams at the school level.
- Training Administrators in the Madeline Hunter Model of teacher supervision.
- Initiated the implementation of both Administrative and Instructional Long Range Technology Plans.
- Training Administrative and Supervisory staff using the SRI Teacher Perceiver.
- Initiated hiring practices focused on identifying and hiring administrators with diverse backgrounds.
- Established regular meetings with Minority Parents, PTA Leaders and Parent Leaders.
- Continually emphasized the point that the District needed to be a Unified School District versus a District of schools all using different approaches and resources to teaching and learning. This emphasis led to the District wide Curriculum and Textbook adoption process.
- Established weighted grades and expanded honors opportunities for classes at the high school level.
- Created the District Recognition Program/Committee. This committee was charged with the responsibility of overseeing the 25 Year Club Recognition, end of school year Banquet which recognized Teacher, Administrator, Distinguished Service Award recipients, Special Area Employees of the Year and Retirement recognition for all KUSD staff members.
- In 1980, initiated the Kenosha Unified School District Education Foundation to support its mission.
- Initiated the development of the Kenosha Unified School District Athletic Hall of Fame.
- Initiated the purchase of the vacant Montgomery Ward Department Store building, which led to the consolidation of District Departments and Services that were scattered throughout the City of Kenosha and Somers. The building was named the Educational Support Center and was dedicated on November 17, 1985.

- Established a process for Standardized Purchasing Practices.
- Initiated the development and beginning of the Employee Assistance Program.
- Initiated the first Police Liaison Program.
- Initiated the Office of Public information, which led to the Cable TV Broadcasting (Channel 20).
- Penned a letter in 1988, to Lee Iacocca upon the announcement that the Kenosha Chrysler Plant would close. This led to the establishment of the Chrysler Trust, which provided assistance for educational pursuits of Chrysler employees and their families.
- Created the Kenosha Unified School District Archives, which houses historical documents and artifacts of the School District.
- Researched and documented the History of the Schools in the City of Kenosha from the beginning through the Decade of the 90's.

Listed were just a few of the many accomplishments of Dr. Hosmanek in his 10-year tenure as the Superintendent of the Kenosha Unified School District. It should be noted that he did receive numerous awards and recognition for his work as an educator and served on many local, regional, and state boards during his tenure with the school district.

In addition, he was President of the Urban League of Kenosha, President of the Rotary Club, President of the Friends of the Museum, President of the Kenosha County Historical Society, President of the Wisconsin Slovak Historical Society, and served as Chair of the Voice of Democracy competition.

In summary, I am requesting the School Board appoint a Naming Committee in accordance with Policy 8860 Citizen Advisory Committee to research and present a recommendation and supporting evidence for the naming of the Educational Support Center. In advance, I would like to thank both of you for consideration of this proposal. Please note, the contents of this memo represents input from several former colleagues and citizens.

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KENOSHA UNIFIED SCHOOL DISTRICT

July 25, 2023

KUSD Rightsizing Committee & Project Update

On May 23, 2023, the KUSD School Board approved a contract with Davis Demographics to provide a comprehensive demographic study in regards to student enrollment forecasts and related services. As outlined in KUSD Policy 8860, a citizen advisory committee was also established with invitations sent to dozens of community members and representatives from different organizations. The Kenosha Unified Rightsizing Committee (KRC) held initial meetings on June 28, 2023, and July 17, 2023. The bulk of these meetings centered around a wide variety of KUSD enrollment data, historical changes to school enrollments, and conditions of KUSD facilities. The group has also worked to refine suggestions for school closure criteria and considerations for other district changes impacted by the continual decline in student enrollments.

Kenosha Unified has provided Davis with a plethora of historical student data and related information regarding locations and capacity. They are developing updated study areas of KUSD neighborhoods and boundaries to establish references for upcoming scenarios.

A section of the KUSD website is providing the greater community with some of the shared data and information, as well as progress updates. The overall goal is to provide the KUSD School Board with options for consideration and decisions for December 2023.

Administrative Recommendation:

This item is primarily informational, but the Board may take action as noticed in the full agenda.

Dr. Jeffrey Weiss
Superintendent of Schools

Mr. Kris Keckler
Chief Information Officer

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Kenosha Unified School District
Kenosha, Wisconsin

July 25, 2023
Board of Education Meeting

PORTRAIT OF A GRADUATE PROCESS

Background:

In April, the district embarked on the [Portrait of a Graduate](#) process. This process is designed to help develop a vision that articulates the community's aspirations for our students and the many paths to success. This process is intended to create a clear, unified direction in the work we are doing to educate students in collaboration with the families, businesses and communities we serve.

To ensure a multitude of voices were involved in the process, the following meetings were held that included a variety of staff and community members:

Date	Purpose	Participants
4-4-23	Planning for the process and stakeholder involvement	Superintendent and Leadership Council
4-21-23	Creation and drafting of the plan	Superintendent, administrators, principals and teacher leaders
5-2-23 & 5-11-23	Feedback sessions on the draft Growth of a Graduate plan	Superintendent, administrators, principals, teacher leaders, staff, students and Building Our Future Leadership Table including business leaders from for-profit and non-profit organizations
5-16-23	Review ideas provided during feedback sessions, revise competency list and develop descriptors	Superintendent, administrators, principals and teacher leaders
6-6-23	Review draft Growth of a Graduate plan and obtain feedback	Superintendent, administrators, principals and teacher leaders, and School Board Committee of the Whole members
6-7-23 - two sessions	Review draft Growth of a Graduate plan and obtain feedback (AM and PM sessions)	Superintendent, administrators, principals, teacher leaders, staff, students, parents/guardians, community members and representatives from non-profit organizations
7-10-23	Develop final draft of the Growth of a Graduate plan to present to the Board for approval	Superintendent, administrators, principals and teacher leaders

Draft Growth of a Graduate competencies and descriptors:

The District Vision Team is proposing the following five competencies and descriptors for the Portrait of A Graduate plan:

- **Continuous Learner** - Self-motivated to expand knowledge, skills and perspectives
- **Active Reflector** - Maintains awareness of self, as well as their impact on others and the world.
- **Effective Communicator** - Actively listens and clearly expresses ideas through various methods to inform, influence and motivate.
- **Critical Thinker** - Analyzes information from different perspectives to develop creative solutions.
- **Community Contributor** - Collaborates with others for the greater good of society.

Administration Recommendation:

Administration recommends that the Board approve the proposed competencies and descriptors for Kenosha Unified School District's Growth of a Graduate on July 25, 2023.

Dr. Jeffrey Weiss
Superintendent of Schools

Tanya Ruder
Chief Communications Officer

Julie Housaman
Chief Academic Officer

Kenosha Unified School District
Kenosha, Wisconsin

July 25, 2023
Board of Education Meeting

**POLICY AND RULE 1600 - VISITORS, 4332 - CRIMINAL BACKGROUND CHECKS, AND 6530 -
COMMUNITY RESOURCES**

Background:

Currently, Policy and Rule 1600 - Visitors, 4332 - Criminal Background Checks, and 6530 - Community Resources note that all visitors with access to students must have a criminal background check on file with the district. Due to the broad nature of the word “access” being used, which could refer to volunteers, chaperones, tutors, visitors or many other individuals, the district worked with legal counsel to clean up the language to make sure upholding the policies is both realistic and in line with current practices and procedures.

In 2022, KUSD updated its visitor procedures to include the use of a visitor management system, making it easier to determine if any visitors are registered sex offenders before allowing them into buildings. This system does not do a full criminal background check, but does allow the district to prevent registered sex offenders from having access to our students and staff.

Due to this implementation, the policies within have been updated to ensure that all individuals who will be unsupervised, and/or who will have little to no staff oversight while having direct access to students, complete a criminal background check. Examples include tutors, mentors, volunteers, chaperones and other non-KUSD staff who will be responsible for the safety and well-being of students. All others who will be supervised or visiting in the presence of staff will follow our visitor management procedures with the exception of large events, such as concerts, plays, athletic events, family education programs, etc. where this expectation is not realistic.

Waivers to the background check requirement may be considered for those who can establish that they are subject to a criminal background check at least as extensive as KUSD’s (e.g. police and fire personnel).

Administration Recommendation:

Administration recommends that the board approve the proposed revisions to Policy and Rule 1600 - Visitors, 4332 - Criminal Background Checks, and 6530 - Community Resources as a first reading on July 25, 2023, and a second reading on August 22, 2023.

Dr. Jeffrey Weiss
Superintendent of Schools

Tanya Ruder
Chief Communications Officer

POLICY 1600
VISITORS

Individuals Stakeholders may request to visit schools to become better acquainted with their operation and curriculum. Classroom visits may not interfere with instruction or violate student privacy rights and will be approved through and arranged by the principal and/or their designee.

To ensure the safety and well-being of students and staff, visitors will either complete a criminal background check or comply with all visitor management processes and procedures. KUSD requires all individuals who will **be unsupervised and/or have little to no staff oversight while** having **direct** access to students to complete a criminal background check. **Examples include tutors, mentors, volunteers, chaperones and other non-KUSD staff who will be responsible for the safety and well-being of students. If an individual serving in this capacity can establish that they are subject to a criminal background check at least as extensive as KUSD's, a waiver will be considered (e.g. police and fire personnel). The district requires all other visitors who will have staff-supervised access to students (e.g. guest speakers, parent helpers, etc.) during school hours to adhere to all current visitor management processes and procedures, including checking in at the front office. The principal, or the principal's designee, has the discretion to approve any visitors to the school and to determine what conditions, if any, will apply to the visit.**

Students from other schools shall be permitted to visit only for specific purposes and at times mutually agreed upon by the administrators of the schools.

~~For the safety and well-being of all, visitors must check in at school/building offices. The principal, or the principal's designee, has the discretion to approve any visitors to the school and to determine what conditions, if any, will apply to the visit.~~

Registered sex offenders are required to comply with all requirements under section 301.475 of the Wisconsin Statutes and Policy 1610 prior to any visits to District property.

In accordance with section 120.13(35) of the Wisconsin Statutes, the district has the authority to establish conditions for entering or remaining in a District building, prohibit the entry of any person to a school of this District, or to require a visitor to leave when there is reason to believe the presence of such person would be or is detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the Superintendent or their designee is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

LEGAL REF.: Wisconsin Statutes

Sections 120.13	[Board power to do all things reasonable for the cause of education]
120.13(1)	[Board power to set conduct rules and to maintain good decorum and a favorable academic atmosphere]
120.13(35)	[Board power; presence of persons in school buildings]
121.02(1)(i)	[Safe and healthful facilities standard]
301.475	[Sex offenders to notify schools]
947.01	[Disorderly conduct]
947.013	[Harassment]

CROSS REF.: 1330 -Facilities Use
3600 -School Safety
3622 -Access to School Buildings and Grounds
1500 - Solicitations/Fundraising
1610 - Registered Sex Offender
6100 -Mission, Principles, Goals, Results
6530 - Community Resources

ADMINISTRATIVE REGULATIONS:

None AFFIRMED: December 28, 1990

POLICY 1600
VISITORS
Page 2

REVISED: February 25, 2003
December 19, 2006
February 28, 2023
August 22, 2023

RULE 1600

VISITORS

1. Visitors who wish to visit a school or classroom during the school day will be asked to first report to the school office. Upon approval by the building principal or designee, such visitors will be permitted to observe the operation of the school or classroom instruction.
2. Organizations approved for fundraising as outlined in Policy 1500 shall contact building administration to coordinate visits before or after school hours.
3. The Superintendent, or their designee, has the authority and discretion to deny entry to any visitor attempting to access a school or other District property.

POLICY 4332
CRIMINAL BACKGROUND CHECKS

To ensure the safety and well-being of students and staff, A criminal background check shall be conducted for all persons recommended for employment **with KUSD.** ~~as administrators, teachers, other certified employees, substitute teachers, and all other non-certified employees, including but not limited to substitutes, service employees, educational assistants, secretarial/clerical staff, educational interpreters, carpenters/painters, part-time/temporary, advisors and coaching assignments.~~

Likewise, all visitors will either complete a criminal background check or comply with all visitor management processes and procedures. KUSD requires all individuals who will be unsupervised and/or have little to no staff oversight while having direct access to students to complete a criminal background check. Examples include tutors, mentors, volunteers, chaperones and other non-KUSD staff who will be responsible for the safety and well-being of students. If an individual serving in this capacity can establish that they are subject to a criminal background check at least as extensive as KUSD's, a waiver will be considered (e.g. police and fire personnel). The district requires all other visitors who will have staff-supervised access to students (e.g. guest speakers, parent helpers, etc.) during school hours to adhere to all current visitor management processes and procedures, including checking in at the front office. The principal, or the principal's designee, has the discretion to approve any visitors to the school and to determine what conditions, if any, will apply to the visit. ~~Likewise, a criminal background check shall be conducted on any persons who have District approved access to children in supervised or unsupervised settings before they will be allowed to come in contact with students. This includes, but is not limited to, chaperones, volunteers, tutors, mentors and independent contractors. A background check may be conducted on board or administration appointed standing committee or ad hoc committee members who may come into contact with students in supervised or unsupervised settings.~~

Information from criminal background checks will not be used or considered in making employment or volunteerism decisions unless a past conviction or circumstance giving rise to a pending charge is substantially related to the circumstances of the particular job/position applied for.

Under the principle of federal supremacy and in accordance with the provisions of federal law requirements, all applicants recommended for employment with federally funded Head Start positions shall be required to disclose information regarding all prior arrests, in addition to convictions and pending charges.

LEGAL REF.: 42 U.S.C. 9843A
 Wisconsin Statutes
 Sections 111.335 (Arrest or conviction record discrimination; exceptions and special cases)
 118.19 (Teacher licenses; limits on DPI issuance of license based on conviction record)

CROSS REF.: 2210 Recruiting and Hiring - Superintendent
 2211 Recruiting and Hiring - Administrative, Supervisory, and Technical Staff
 4110 Equal Employment Opportunity and Affirmative Action

4260 Personnel Records
4330 Staff Selection and Hiring Process
4333 Chaperone Requirements & Expectations
6530 Community Resources
Employee Handbook

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: May 10, 1994

REVISED: June 27, 2000
May 14, 2002
July 23, 2002
February 23, 2010
March 22, 2016
March 28, 2017
August 22, 2023

RULE 4332
CRIMINAL BACKGROUND CHECKS

1. The background check form will request permission for obtaining criminal record information.
2. Applicants for federally funded Head Start positions shall complete a separate form detailing all arrests, in addition to convictions and pending charges. If an applicant for a Head Start position discloses that they have been arrested or convicted of a crime, the Office of Human Resources will determine whether the nature of the offense or alleged offense precludes the applicant from serving in the position applied for. The Office of Human Resources will keep all arrest and conviction record information confidential to the extent authorized by law, and will not disclose this information to interview teams.
3. If an individual refuses to cooperate in fully completing the background check form or is found to have provided false, inaccurate or incomplete information on the form, the person will be disqualified from consideration for employment, chaperoning, volunteering, tutoring, mentoring, **and** working as an independent contractor ~~and serving on committees~~. Current employees found to have provided false, inaccurate or incomplete information on the form may be considered for dismissal.
4. Resources used for criminal background checks include but are not limited to the federal and tribal searches, state(s) of prior residence, multi-state searches, sex offender registries and other available sources as determined by the District. The District will pay for background checks as applicable.
5. Copies of results from background checks will be provided upon request. Persons requesting copies will reimburse the District for the cost of providing copies. Persons recommended for employment may attach a statement or explanation to the background check for inclusion in **their** ~~her/his~~ personnel file.

POLICY 6530
COMMUNITY RESOURCES

The School Board encourages the use of community resources and citizens to assist in furthering the educational program.

Prior approval of the building principal shall be required before any person or group appears before students or at a school-sponsored activity for the purpose of furthering the educational program. School volunteers for specific purposes shall be approved and appointed by the administrator in charge.

To ensure the safety and well-being of students and staff, visitors will either complete a criminal background check or comply with all visitor management processes and procedures. KUSD requires all individuals who will be unsupervised and/or have little to no staff oversight while having direct access to students to complete a criminal background check. Examples include tutors, mentors, volunteers, chaperones and other non-KUSD staff who will be responsible for the safety and well-being of students. If an individual serving in this capacity can establish that they are subject to a criminal background check at least as extensive as KUSD's, a waiver will be considered (e.g. police and fire personnel). The district requires all other visitors who will have staff-supervised access to students (e.g. guest speakers, parent helpers, etc.) during school hours to adhere to all current visitor management processes and procedures, including checking in at the front office. The principal, or the principal's designee, has the discretion to approve any visitors to the school and to determine what conditions, if any, will apply to the visit.

The principal or other administrator may appoint a parent advisory committee to assist in furthering the educational program.

LEGAL REF.: Wisconsin Statutes

Section 120.13 [Board power to do all things reasonable for the cause of education]

CROSS REF.: **1600 - Visitors**

2720 - Shared Decision Making

4332 - Criminal Background Checks

6100 - District Vision

6110 - Instructional Program Mission and Beliefs

6810 - Teaching about Controversial Issues

ADMINISTRATIVE REGULATIONS: 6810, Hypnosis or Mind Control Activities

AFFIRMED: December 28, 1990

REVISED: January 29, 2002

August 22, 2023

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KENOSHA UNIFIED SCHOOL DISTRICT

July 25, 2023

Update on Student & Staff Technology Acceptable Use Policies

Kenosha Unified maintains an inventory of well over 25,000 technology devices for instructional use. The continued growth of the organizational infrastructure, networks, utilities and emerging cyber security protocols generated the proposed revisions to both the student and staff technology acceptable use policies. The COVID Pandemic of 2019 subsequently forced Kenosha to develop and support a full 1:1 student and staff mobile device program. As the costs of such a program have grown, the district has slightly scaled back that commitment. Students still have a wide variety of opportunities to interact with mobile and stationary devices, but moving forward the lower grade levels will operate in a shared setting for mobile devices. Students in grades 2 through 8 will have dedicated devices on location, and for now high school students will continue to operate with an assigned device that they take home each night. Hoping to continue to reduce the break and repair costs, as well as decrease the time and management of spares for buildings should only help support the frequency of access to these devices. The current technology refresh budget is managed centrally, thus producing a more efficient use, distribution, and support of these devices across the entire district. The continued struggle with a global threat for data breaches and quality control practices represent the remaining changes to these policies. A new section was also added to expand the privacy expectations regarding locker rooms and other private areas.

Administrative Recommendation:

Administration recommends that the Board of Education review and approve the listed revisions as a first reading at the July 25, 2023, regular School Board meeting and a second reading at the August 22, 2023, regular School Board meeting:

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

Dr. Jeffrey Weiss
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

Mr. Kris Keckler
Chief Information Officer

Ms. Christine O'Regan
Coordinator of Instructional Technology

Mr. Travis Ciesielski
Technology Support Program Manager

Mr. Keith Ebner
Network Manager

POLICY 4226

STAFF TECHNOLOGY ACCEPTABLE USE POLICY

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

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

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

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

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

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

POLICY 4226
STAFF TECHNOLOGY ACCEPTABLE USE POLICY
PAGE 2

6470 Student Records
6633 Student Technology Acceptable Use Policy
Employee Handbook

AFFIRMED July 20, 2010

REVISED March 22, 2016
September 24, 2019
October 27, 2020
August 22, 2023

RULE 4226

GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE

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

1. Responsibility: Employees are responsible for the proper use of any District electronic communication accounts that are issued under their name or that the employee is charged with managing. Employees are responsible for ensuring proper use of technology by students under their supervision. Responsible use of the Internet includes such items as abiding by copyright laws and terms and condition policies. Understanding unethical and unlawful activities include unauthorized access to any data or communications equipment, "hacking", or unauthorized disclosure, use, or dissemination of anyone's personal information. The administration shall take steps to ensure that instruction or training activities and reasonable structural and systemic supports are in place to facilitate and enforce individual user's compliance with the District's policies, rules, and procedures that govern the acceptable, safe, and responsible use of the District's technology-related resources. All staff are to relinquish any and all KUSD owned devices upon separation from KUSD employment. Any shared media (i.e. Google files) that are the product of employment should have ownership and rights transferred to an assigned KUSD staff member prior to separation.
2. Passwords and security: All KUSD staff are ~~expected~~ **required** to protect and update their electronic access and credentials. All users that have access to District technology resources must comply with the following rules for maintaining and securing District property and resources.
 - KUSD utilizes an email security campaign for educating staff with periodic phishing simulations and training resources. Staff that demonstrate a repeated concern from these tests will receive additional support and education.
 - Employees are prohibited from sharing their password for any electronic communication accounts that are issued under their name. Employees may, however, share their password with a member of the ~~IT~~ **support** staff if necessary. In that case, the employee shall change his or her password immediately after the ~~IT~~ **assigned** staff member has completed all support.
 - Employees must maintain a password for accounts and change passwords periodically as directed by the District.
 - Any computer or similar device should be secured whenever it is not in use by invoking the password on the computer and/or logging off the device. Leaving a computer open or logged in while away enables others to potentially access e-mail and other sensitive files; ~~and~~.
 - All District technology should be physically secured according to standards set by building administrators or their designees when not in use.

RULE 4226

GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE

PAGE 2

- Employees are prohibited from accessing another user's account without permission. If an employee identifies a security problem associated with the network or his or her user account, the employee shall notify ~~IT~~ **Technology support** staff.
3. Privacy: All KUSD user accounts are owned by KUSD and therefore are not private. Passwords are for the purpose of preventing unauthorized access to the District's electronic communication system only; employees have no expectation of privacy when using the District's electronic communication system, even for personal use. The electronic communication system is the property of the District, and the District reserves the right to monitor and inspect any messages, information and data sent, received or stored on the District's electronic communication system. Documents or messages created, sent, received or stored on the District's electronic information system may be considered a public record and subject to disclosure under the Public Records Law. The administration may access any message for reasons including, but not limited to:
- finding lost messages/**documents**;
 - assisting employees in their performance of job duties;
 - studying the effectiveness of the communication system;
 - complying with investigations into suspected criminal acts or violation of Board policies or work rules;
 - recovering from systems failures and other emergencies;
 - complying with discovery proceedings or to be used as evidence in legal actions; and/or may otherwise be required or permitted by state or federal law
4. Prohibited use of the District's electronic communication system: Employees' use of the District's Electronic Communication System must reflect the District's standards for professionalism. The district's computer network and Internet system do not serve as a public access service or a public forum. Employees shall not use the District's electronic communication system for:
- Accessing, sending, viewing or storing messages, images, websites or other materials which are sexually explicit, obscene, pornographic, or harmful to minors;
 - Soliciting for personal commercial activities or non-District related organizations or activities, unless approved by the District pursuant to the procedures in Board Policy 1500;
 - Accessing or disclosing confidential information without authorization. Any access to or disclosure of confidential student information must comply with the Family Educational Rights and Privacy Act, Section 118.125 of the Wisconsin statutes and the District's student records policy; or
 - Any other purpose ~~which~~ **that** would violate law or Board policy (including harassment policies).

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

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

6. Personal use of the District's electronic communication system: Incidental and occasional personal use of the District's electronic communication system is permitted, but such use is subject to this policy. Personal use of technology must be limited to break time and time outside the work day. Personal use must not interfere with student instruction, the performance of an employee's job duties or District business. Employees shall not use their District email address for personal commercial purposes. The District is not responsible for the safety or security of personal technology devices or the software on them that employees choose to bring into the District. The District does not provide technology support for personal devices. **Personal devices are prohibited from accessing KUSD internally supported networks.**
7. Personal/off-duty use of social media and personal Web pages: Even if an employee is off-duty and not using the District's electronic communication system, an employee's personal use of technology or social media may be subject to this policy and regulated by the District if: the employee chooses to identify himself/herself as a District employee; the use affects the employee's job performance or the performance of other District employees or the use involves or relates to the District, District students/families or District employees. Unless authorized to do so by the superintendent or his/her designee, employees shall not: represent themselves as a spokesperson for the District or create or post content to a personal/non-authorized website that purports to be an official/authorized website of the District. Employees shall not use their District email address to register for a personal social media account and shall not post photos of students or other personally identifiable confidential student information on personal pages and/or sites without the written consent of the adult student or the minor student's parent/guardian.

RULE 4226
GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE
PAGE 4

8. Electronic communication with students: Employees shall use their District email address(es) when communicating with students. Unless authorized to do so by the superintendent or his/her designee, employees shall not communicate with students via their personal email addresses, social media accounts, home phones, cellphones or other application not authorized by the District for communication with students. Employees also should use discretion when communicating with parents on social media (e.g., accepting “friend” or “follower” requests). Staff have KUSD approved communication options for authorized use. Staff provided email addresses and resources should be used as the communication portal for interacting virtually with students. Guidance, training and support for currently available technologies and future utilities will be shared and integrated when possible.
9. Personally identifiable information relating to individual students or their families, except as permitted by the Family Educational Rights and Privacy Act, Section 118.125 of the Wisconsin statutes, and the District’s student records Policy 6470. Elementary (4K-5) students only may be identified by their first name and last initial. Note: Regardless of age, photos, videos, names, artwork or other likenesses cannot be used if a student has a media restriction on file. ~~Home telephone numbers, home addresses and e~~Email addresses of students and their family members shall not be posted or shared.
10. The District’s website/social media pages: The superintendent or his/her designee reserve the right to approve content posted on the District’s website and social media pages. All school-level Web editors must communicate with the District Web Specialist for information and assistance. The editors are responsible for ensuring accurate information is shared by maintaining the website and requesting updates be made by the Web Specialist. The social media administrators are responsible for ensuring accurate and timely information is shared/posted. ~~The Web editors and social media administrators are expected to ensure accurate spelling and grammar.~~

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

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

RULE 4226

GUIDELINES FOR STAFF TECHNOLOGY ACCEPTABLE USE

PAGE 5

- 11. The staff directed use of digital applications:** Educators need to be aware of how data privacy, confidentiality and security practices affect students. When engaging with online educational service providers, educators must review the privacy policies prior to having students create accounts in selected applications. The Children's Online Privacy Protection Act (COPPA) governs online collection of personal information from children under age 13. Educators can act in the capacity of a parent to provide consent to sign students up for online education programs that are COPPA compliant at the school for the use and benefit of the school, and for no other commercial purpose.

12. Areas of Expected Privacy

- **Students, school employees and other persons present on school property shall respect and protect the privacy interests of individuals who are using a locker room, restroom or other designated changing area. Students or employees, who violate this policy, or any related rules or directives, shall be subject to school disciplinary action and possible legal referral. Other persons violating this policy may lose the privilege of using District facilities, may be referred to law enforcement and/or may be subject to penalties provided under applicable law.**
- **In keeping with the District's objective of taking reasonable measures to protect the privacy interests of persons who are using a locker room, restroom or other changing area for an authorized purpose, all persons present on school property shall, at a minimum, observe the following measures:**
 - **The use of recording and other electronic devices is substantially restricted in locker rooms, restrooms and other designated changing areas.**
 - **No person may use a camera, video recorder, cell phone or any other device with recording capabilities at any time to capture, record, transmit or transfer an image or representation of an undressed or partially undressed person who is in any locker room, restroom or other designated changing area.**
 - **No recording function (photographic, video, audio) of any type of device may be used in any non-emergency situation in such facilities at any time unless (1) the individual has received the prior permission of the District Administrator, building principal, or other District-designated facility supervisor; and (2) any person being recorded has consented to the recording. Such permission shall not be exercised when persons who are present in the facilities are actively using the area as a changing area, shower facility and/or restroom.**
- **In order to avoid any appearance of a violation of privacy or other impropriety, individuals present in such facilities are expected to restrict their use of the non-recording functions of any communications device or other multi-function device to (1) emergencies; or (2) situations where they have**

received the prior permission of the District Administrator, building principal, or other District-designated facility supervisor. That is, with these limited exceptions, voice calls, texting, etc. should not be occurring in such facilities.

- No person shall view or attempt to view from any concealed location, or in an otherwise secret or hidden manner, an undressed or partially undressed person who is using a locker room, restroom or other changing area.
- Loitering in a locker room, restroom or other designated changing area is prohibited.
- No media is allowed access to locker rooms before, during or after any school athletic event or practice. Coaches and student athletes may be available for interviews outside the locker rooms, consistent with District policy and school rules.
- When District employees or other District-designated individuals enter a locker room, restroom or other designated changing area in order to exercise their supervisory responsibilities (including any exchange of information with persons using the locker room), they shall exhibit due regard for the privacy of the individuals who may be using such facilities, including recognizing that the relevant privacy interests are heightened when an individual has a supervisory need to enter a facility designated for use by persons of the opposite sex.
- 11. • Nothing in this policy shall be interpreted to prohibit coaches and other athletic-team personnel from being present in a locker room, whether of same sex or of the opposite sex, in circumstances where the presence of such individuals would not compromise the privacy interests of student athletes or other persons who may be using the facility, such as during pre/post-game team meetings, halftime meetings, or other similar circumstances.

POLICY 6633
STUDENT TECHNOLOGY ACCEPTABLE USE POLICY

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

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

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

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

For technology tools, including online interaction, KUSD may act as the authorizer for educationally valid and appropriate digital tools and resources. Applications and extensions are vetted for compliance with state and federal student privacy laws. District staff will work to review appropriateness and information sharing expectations for each site and tool prior to integration. Students may be asked to create user accounts on digital applications for educational purposes as they relate to classroom instruction. Safe and secure practices limit what student information can be shared in account creation and will be facilitated under the direct supervision of the classroom teacher or district personnel. Student information required to create such an account is typically limited to school email address, user name, or birthdate for age verification. No other personal information will be shared with these digital applications.

POLICY 6633
STUDENT TECHNOLOGY ACCEPTABLE USE POLICY
PAGE 2

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

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

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

LEGAL REF.: Wisconsin Statutes

Sections 118.258 [Electronic communication devices prohibited]
120.12(1) [School board duties]
120.13 [School board powers]
943.70 [Computer crimes]
947.0125 [Unlawful use of computerized communication systems]
U.S.C. 17, Federal Copyright Law [Use of copyrighted materials]
Children's Internet Protection Act [Online safety]
Neighborhood Children's Internet Protection Act [Online safety]
Children's Online Privacy Protection Act [Online privacy protection]
Family Educational Rights and Privacy Act [FERPA]
Broadband Data Improvement Act Title II, Section 215 [Internet safe use]
Protecting Children in the 21st Century Act

POLICY 6633
STUDENT TECHNOLOGY ACCEPTABLE USE POLICY
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CROSS REF.: 3531.1, Copyrighted Materials

4226, Staff Technology Acceptable Use

5111, Anti-Bullying/Harassment/Hate

5430, Student Conduct and Discipline

5437, Threats/Assaults

5473, Suspensions

5474, Student Expulsion

5475, Discipline of Students with Exceptional Educational Needs

6100, Mission, Vision, Core Values and Strategic Goals

6470, Student Records

6600, Instructional Resources

6610, Selection of Instructional Materials

6620, Library Resources

6634, Assistive Technology

AFFIRMED: November 28, 1995

REVISED: January 29, 2002
May 22, 2007
July 28, 2009
June 28, 2011
June 25, 2013
March 22, 2016
February 27, 2018
September 24, 2019
October 27, 2020
August 22, 2023

RULE 6633
STUDENT ACCEPTABLE USE POLICY

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

Guidelines for acceptable technology use:

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

RULE 6633
STUDENT ACCEPTABLE USE POLICY
PAGE 2

- Unless otherwise noted, all KUSD owned devices **assigned to students** are to be returned in working order once the student is no longer enrolled or upon the request of the district.
- **Students shall not use district issued email address for account creation and login methods such as "Sign in with Google" for non-district approved applications and websites.**

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

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

12. Areas of Expected Privacy

- **Students, school employees and other persons present on school property shall respect and protect the privacy interests of individuals who are using a locker room, restroom or other designated changing area. Students or employees, who violate this policy, or any related rules or directives, shall be subject to school disciplinary action and possible legal referral. Other persons violating this policy may lose the privilege of using District facilities, may be referred to law enforcement and/or may be subject to penalties provided under applicable law.**
- **In keeping with the District's objective of taking reasonable measures to protect the privacy interests of persons who are using a locker room,**

restroom or other changing area for an authorized purpose, all persons present on school property shall, at a minimum, observe the following measures:

- The use of recording and other electronic devices is substantially restricted in locker rooms, restrooms and other designated changing areas.
- No person may use a camera, video recorder, cell phone or any other device with recording capabilities at any time to capture, record, transmit or transfer an image or representation of an undressed or partially undressed person who is in any locker room, restroom or other designated changing area.
- No recording function (photographic, video, audio) of any type of device may be used in any non-emergency situation in such facilities at any time unless (1) the individual has received the prior permission of the District Administrator, building principal, or other District-designated facility supervisor; and (2) any person being recorded has consented to the recording. Such permission shall not be exercised when persons who are present in the facilities are actively using the area as a changing area, shower facility and/or restroom.
- In order to avoid any appearance of a violation of privacy or other impropriety, individuals present in such facilities are expected to restrict their use of the non-recording functions of any communications device or other multi-function device to (1) emergencies; or (2) situations where they have received the prior permission of the District Administrator, building principal, or other District-designated facility supervisor. That is, with these limited exceptions, voice calls, texting, etc. should not be occurring in such facilities.
- No person shall view or attempt to view from any concealed location, or in an otherwise secret or hidden manner, an undressed or partially undressed person who is using a locker room, restroom or other changing area.
- Loitering in a locker room, restroom or other designated changing area is prohibited.
- No media is allowed access to locker rooms before, during or after any school athletic event or practice. Coaches and student athletes may be available for interviews outside the locker rooms, consistent with District policy and school rules.
- When District employees or other District-designated individuals enter a locker room, restroom or other designated changing area in order to exercise their supervisory responsibilities (including any exchange of information with persons using the locker room), they shall exhibit due regard for the privacy of the individuals who may be using such

facilities, including recognizing that the relevant privacy interests are heightened when an individual has a supervisory need to enter a facility designated for use by persons of the opposite sex.

- Nothing in this policy shall be interpreted to prohibit coaches and other athletic-team personnel from being present in a locker room, whether of same sex or of the opposite sex, in circumstances where the presence of such individuals would not compromise the privacy interests of student athletes or other persons who may be using the facility, such as during pre/post-game team meetings, halftime meetings, or other similar circumstances.

KENOSHA UNIFIED SCHOOL DISTRICT

July 25, 2023

2023-2026 Integrated Library and Technology Plan

Over the past decade, Kenosha Unified has worked to implement various components of the previous Integrated Library Media and Technology Plans. The most recent version was aligned to the emergence of the global COVID 19 Pandemic, and how districts across the nation and world had to rapidly adjust to the changing educational landscape, navigating emergency funds, global supply chain logistics and supporting the whole child who may or may not have participated through short or long term virtual learning formats. Now that a few years have passed, and most districts have gained valuable experience with the management of this pandemic, and other related educational variables, KUSD must look long term into the next decade and have realistic approaches to funding, staff support, and the value of technology integration throughout the school system. KUSD will continue to provide a plethora of technology devices to provide opportunities for all students to learn and engage with the various technology and instructional resources in a manner that can be supported from all sides, including the financial sources and the instructional capacity.

A KUSD technology leadership committee (Appendix A) has reviewed the existing plan, and provided updated revisions for the new three-year cycle. In reference to PI 8.01(2)(h)1.1, the DPI strongly encourages Local Education Agencies (LEA's) to integrate the district's library plan and technology plan. These plans are inclusive of the required planning expectations related to funds and projects for school libraries. KUSD has supported and previously signed the Future Ready District Pledge (http://futureready.org/about-the-effort/take-the-pledge/?search=&field_56d9bc8f9f5a0=Wl). This pledge presents a commitment to improving the technology integration and overall support for quality digital learning. To date, over 3,400 school district superintendents have signed this pledge. This represents over 20 million students and more than 2 million educators who are working to establish quality technology integration into the learning environment. Based on a desire to define evidence-based approaches to manage this process, the U.S. Department of Education and the American Institutes for Research (AIR) published a rubric on the characteristics of Future Ready Leadership (<https://tech.ed.gov/leaders/research/>). Kenosha Unified leadership will continue to review and integrate the strategies for improved digital learning when possible.

The goals and objectives of this plan align with the Kenosha Unified School District Improvement Plan and are guided by the practices outlined in the Future Ready Librarian Framework and ISTE Standards for Educators (Appendix B). The Library and Information Services Departments support the KUSD mission to provide excellent, challenging learning opportunities and experiences that prepare each student for success through information literacy. We accomplish this by providing instructional opportunities that integrate the work to align with the newly revised and adopted district Moral Imperative and first two goals.

KUSD 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.*

KUSD Goal 1: Student Achievement

Increase the success of all students by prioritizing, planning and implementing recommendations from the School Improvement Plans.

KUSD Goal 2: Fiscal Responsibility

Implement transparent fiscal management practices that prioritize and align resources with strategic goals.

Recommendation:

Administration recommends that the Board of Education review and accept the 2023-2026 Integrated Library and Technology Plan at the July 25, 2023, regular Board meeting.

Dr. Jeffrey Weiss
Superintendent of Schools

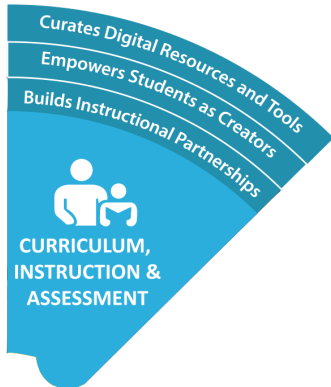
Mr. Kris Keckler
Chief Information Officer

Mrs. Julie Housaman
Chief Academic Officer

Ms. Christine O'Regan
Coordinator for Instructional Technology &
Library Media



Curriculum, Instruction and Assessment



GOAL 1.1

District will provide universal access to high-quality digital tools, learning materials, and curriculum. Educators will base curriculum, instruction, and assessment on the clear expectation that all students graduate prepared for college and the workplace.

RECOMMENDATION

Support students' learning in academic standards and college and career readiness by leveraging resources available to help students meet learning goals and outcomes.

PRIORITY ACTIVITIES

- Utilize the Academic and Career Plans ([ACPs](#)) to ensure personalized support and development of pathways for all students grades 6-12. (IS, IT)
- Partner with teachers to implement evidence-based curricula and assessments that integrate elements of the [Wisconsin Standards for Information and Technology Literacy](#). (IS, LM)
- Provide support to equitable access to connectivity, digital devices, information, resources, programming, and services that support teaching and learning. (IS, IT)
- Lead in the selection, integration, organization, and sharing of digital resources and tools to support high-quality teaching and learning. (IT, LM)
- Elementary Library Media Teachers will continue to develop and implement a standards-based scope and sequence focusing on literacy development, information literacy skills and digital citizenship. (LM)
- Secondary Library Media Teachers will develop and implement a standards-based scope and sequence focusing on information literacy skills and digital citizenship. (IT, LM)
- Develop and share resources and lessons to support creativity, innovation, and the active use of technology. (IT, LM)

Note: Information Services (IS), Instructional Technology (IT), Library Media (LM)

Personalized Professional Learning



GOAL 2.1

The Instructional Technology and Library Department staff are self-directed in their professional practices using technology to optimize teaching and learning.

RECOMMENDATION

Ensure educators have access to high quality digital professional learning resources and collaboration tools by creating digital professional learning communities and professional development sessions.

PRIORITY ACTIVITIES

- Provide resources, tools, and partnerships to support facilitators in delivering face-to-face, online, and blended professional learning programs for staff members of all content areas and levels. (IT, LM)
- Engage in professional learning for collection development practices to develop print and digital collections which depict, inform, and celebrate the experiences of all members of our community and greater worldwide communities and cultures. (LM)

GOAL 2.2

Instructional Technology Teachers and Library Media Teachers are information literacy and technology specialists who lead and participate in professional learning to cultivate broader understanding of the skills that ensure success in a digital age.

PRIORITY ACTIVITIES

- Participate in building leadership teams to curate and utilize instructional software and hardware based on the needs and goals of the School Improvement Plan. (IT, IS)
- Utilize on-demand learning modules to provide staff training. (IT, LM)
- Participate and/or facilitate collaborative experiences with staff at each grade level at least once per quarter. (IT, LM)

Data and Privacy



GOAL 3.1

Staff are familiar with state and federal legislation regarding the safety, security, and privacy of data.

RECOMMENDATION

The District will update policies and procedures related to data usage, privacy, and security with annual accountability measures.

PRIORITY ACTIVITIES

- Update local policies (Appendix C), procedures, and practices to address legal, ethical, and safety issues related to the privacy and security of data, and the usage of data, technology, and the Internet based on the Family Educational Rights and Privacy Act (FERPA), Children's Online Privacy Protection Act (COPPA), and the Wisconsin Pupil Records Statute (118.125). (IS,IT)
- Annually review the KUSD Staff and Student Acceptable Use Policies and communicate the policy content to staff. (IT,LM)
- Provide staff with an online simulation and training resource for better understanding of growing security risks as well as potential malicious online communications. (Appendix D). (IS)
- Develop and/or adopt data management and security plans. Plans will include communication, implementation, oversight, and evaluation practices. (IS)
- Continue to manage a Next Generation Firewall which supports current and future security standards to better protect the learning environment. (IS)
- Continue to integrate a content filter with decryption capabilities and utilities such as an Application Manager which allows for isolating browsers when using known dangerous sites. (IS)
- Continue to manage an adaptive threat prevention machine learning anti-virus utility.(IS)
- Continue to expand and scale a Managed Detection and Response system to secure all systems and data from threat actors. (IS)
- Expand and continue to monitor a Disaster Recovery Program, to include network resilience and prioritize identified organizational needs. (IS)
- Resources:
 - <https://www.setda.org/master/wp-content/uploads/2018/08/4-Cybersecurity-Concerns-for-State-Leaders.pdf>
 - <https://www.cosn.org/edtech-topics/cybersecurity/>

GOAL 3.2

Educators, support staff and students are data-literate and understand the potential uses and misuses of data in the teaching and learning process and act accordingly.

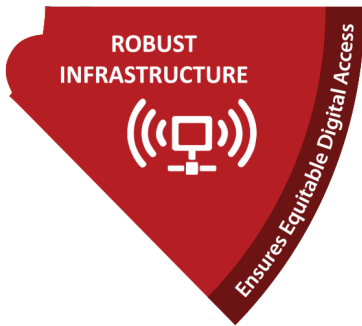
RECOMMENDATION

Review and update instruction and policies annually to make effective use of evidence and data-based decision making. Data systems used by districts must meet educator and parent needs, and are understandable to them so they can support student learning.

PRIORITY ACTIVITIES

- The Instructional Technology and Library Media Department works collaboratively with content areas to provide digital citizenship instruction.
- Provide training opportunities to administrators and educators on the legal and ethical responsibility to ensure security, accuracy, and privacy in the collection, analysis, exchange of, and reporting of data. To ensure proper awareness, KUSD has an annual notice compliance requirement with a Non-Disclosure and Confidentiality Agreement (Appendix E). All KUSD staff who handle and access student records will also receive additional training regarding the handling, curating, accessing, and sharing of confidential data. Utilize training videos from Wisconsin DPI related to student data confidentiality and providing respective access.(IS, IT)
- Implement a Multi-Factor Authentication system to provide data protection. (IS)
- Manage data purges and deletion of data aligned to state and federal retainment schedules. (IS)

Robust Infrastructure



GOAL 4.1

All KUSD students and instructional staff will have access to mobile devices.

RECOMMENDATION

The District will provide a modified district-wide mobile device program to support the demand for increased access to digital instructional materials and tools for collaboration and communication.

PRIORITY ACTIVITIES

- Maintain the Instructional Technology inventory based on usage and damage assessments, and enrollment and staffing needs (Appendix F). (IS, IT)
- Update guides and instructional resources to support a mobile device program. (IS, IT)

GOAL 4.2

All schools are able to meet student and staff bandwidth demand at all times throughout the school day.

RECOMMENDATION

Implement SETDA benchmarks to ensure sufficient bandwidth to the edge of the building and develop an internal network and technical support sufficient to support student learning goals.

PRIORITY ACTIVITIES

- Annually assess internal networks to ensure they provide sufficient speeds and throughput to support student learning goals (Appendix G). Develop networks annually as needed, making use of E-Rate and other available funding. (IS)
- Provide technical support sufficient to ensure student learning and staff work is not impeded by downtime. (IS, IT)
- Continue to implement a refresh plan for network devices, replacing outdated access points with more current models to be compliant with industry standards (Appendix H). (IS)

Budget and Resources



GOAL 5.1

Funding for digital learning is integrated across multiple budget areas, including instruction, building facilities, technology staffing, utilities, etc., where appropriate.

RECOMMENDATION

District works to identify and secure viable funding sources for short and long-term technology and digital resource purchases.

PRIORITY ACTIVITIES

- Implementation of the [Instructional Software Approval Form](#) to identify financial and educational value, avoid duplication of services and ensure proper security. (IT)
- Explore and utilize any available state and regional funding opportunities such as the FCC's Connect America Fund, new E-Rate initiatives, Wisconsin Public Service Commission (PSC) broadband expansion grants, the DOA BadgerNet, and others as they become available. (IS)
- Make full use of E-Rate Category 2 options for funding maintenance and network wireless improvements. (IS)
- Reuse refreshed hardware to fill other district needs. (IS)
- Monitor and manage the technology devices utilized for technology integration (Appendix F). (IS, IT)
 - Staff and student devices are refreshed every 4 years.
 - Infrastructure components are refreshed every 5-7 years.
 - Access points are refreshed every 5-7 years.
 - Switches, controllers, routers, servers, and other network equipment refreshed every 7 years.

GOAL 5.2

Ensure sufficient technical and instructional support in every school.

RECOMMENDATION

Build capacity for sufficient technical and instructional support, characterized by a positive service orientation, in every school. This support is proactive, providing resources, coaching, and just-in-time instruction to prepare teachers and students to use new technologies.

PRIORITY ACTIVITIES

- Annually evaluate the support provided by Information Services and Instructional Technology and Library Media Departments in every school. (IS, IT, LM)

- Meet regularly to monitor existing services and address challenges and implementation of new technology and services. (IS, IT, LM)

GOAL 5.3

Leverage an understanding of the school community needs to identify and invest in print and technology resources to support student learning.

RECOMMENDATION

Instructional Technology Teachers and Library Media Teachers participate in the budget decision making process at each school.

PRIORITY ACTIVITIES

- Provide support and professional learning opportunities for Library Media Teachers to utilize Common School Funds for their school community. (LM)
- Annually evaluate the technology needs and expandability. (IS, IT, LM)
- Utilize budget documents and spending information provided by the district to manage their spending. (LM)
- Conduct annual analysis of their library collections and budgets. (LM)
- Regularly survey students and staff regarding interest and curriculum needs to make better informed purchasing decisions. (IT, LM)
- Participate on leadership teams to provide input on building purchases for software and hardware. (IS, IT, LM)

Appendix A

2023 KUSD Technology Leadership Committee

Julie Housaman	Chief Academic Officer
Kris Keckler	Chief Information Officer
Robert Neu	Director of Title Programs
Keith Ebner	Network Manager
Steve Knecht	High School Administrator
Shane Gayle	Middle School Administrator
Christine O'Regan	Coordinator of Instructional Technology and Library Media
James Hanrahan	Coordinator of Systems Support, Operations and Data Security
Travis Ciesielski	Technology Support Program Manager
Stacy Guckenberger	Coordinator of Special Education and Student Support
Christine Geyer	Coordinator of Professional Learning
Rebecca Arnold	Instructional Technology Teacher Consultant
Dan Roethe	Instructional Technology Teacher
Catherine Daane	Library Media Teacher
Deidre Olson	Library Media Teacher

Appendix B

Future Ready Librarian Framework and ISTE Standards for Educators

EMPOWERING LEADERSHIP FOR SCHOOL LIBRARIANS THROUGH INNOVATIVE PROFESSIONAL PRACTICE



Through their professional practice, programs, and spaces, school librarians lead, teach, and support their school or district's Future Ready Schools® (FRS) goals. Derived from the FRS framework, the principles described in this document highlight how school librarians support schools in transitioning to student-centered learning and identify special ways librarians can become future ready. By aligning with strategic initiatives like FRS, librarians connect their practices, programs, and spaces to educational innovation in schools.

Leveraging actions from the Future Ready Librarians framework puts school librarians on the leading edge of the digital transformation of learning.

HOW A FUTURE READY LIBRARIAN SUPPORTS STUDENT-CENTERED LEARNING

LITERACY

Inspires and supports the reading lives of both students and teachers

Creates inclusive collections that acknowledge and celebrate diverse experiences and provide instructional opportunities to empower learners as effective users and creators of information and ideas.

CURRICULUM, INSTRUCTION, AND ASSESSMENT

Curates Digital Resources

Leads in the selection, integration, organization, and sharing of digital resources and tools to support transformational teaching and learning and develops the digital curation skills of others.

Builds Instructional Partnerships

Partners with educators to design and implement evidence-based curricula and assessments that integrate elements of deeper learning, critical thinking, information literacy, digital citizenship, creativity, innovation, and the active use of technology.

Empowers Students as Creators

Encourages and facilitates students to become increasingly self-directed as they create digital products of their learning that engage them in critical thinking, collaboration, and authentic real-world problem solving.

PERSONALIZED PROFESSIONAL LEARNING

Facilitates Personalized Professional Learning

Leads professional learning to cultivate broader understanding of the skills that comprise success in a digital age (e.g., critical thinking, information literacy, digital citizenship, technology).

ROBUST INFRASTRUCTURE

Ensures Equitable Digital Access

Provides and advocates for equitable access to collection tools using digital resources, programming, and services in support of the school district's strategic vision.

BUDGET AND RESOURCES

Invests Strategically in Digital Resources

Leverages an understanding of school and community needs to identify and invest in digital resources such as books and ebooks to support student learning.

COMMUNITY PARTNERSHIPS

Cultivates Community Partnerships

Cultivates partnerships within the school and local community (including families and caregivers, nonprofit organizations, government agencies, public and higher education libraries, businesses) to promote engagement and a community of readers.

DATA AND PRIVACY

Advocates for Student Privacy

Teaches and promotes student data and privacy through his or her instruction and role as an educational leader.

USE OF SPACE AND TIME

Designs Collaborative Spaces

Provides flexible spaces that promote inquiry, creativity, collaboration, and community.

COLLABORATIVE LEADERSHIP

Leads Beyond the Library

Participates in setting the school district's vision and strategic plan for digital learning and fosters a culture of collaboration and innovation to empower teachers and learners.

Appendix C

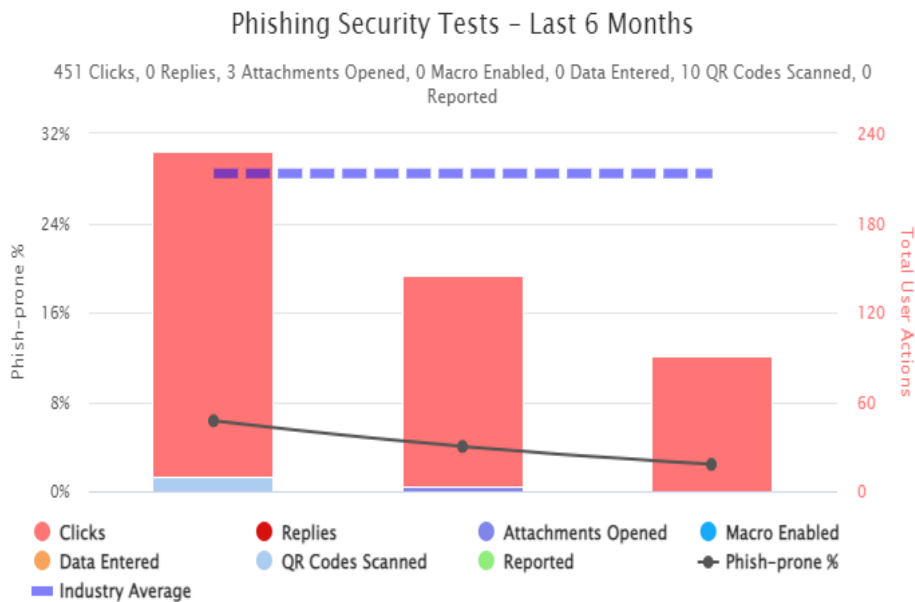
KUSD Technology Related Policies

Policy ID	Policy Title	Date of Last Update
3531.1	Copyrighted Materials	2/24/2015
4226	Staff Technology Acceptable Use Policy	10/27/2020
6610	Selection of Instructional Materials	04/25/2023
6620	Library Resources	07/28/2020
6633	Student Technology Acceptable Use Policy	10/27/2020

Appendix D

Continued implementation of a cybersecurity phishing campaign for all KUSD staff. Provides both testing through simulation as well as a variety of training resources to help reduce the percentage of staff who struggle with malicious attempts.

Phishing



Industry Benchmark Data ?

Account Average Phish-prone %	4.2%
Last Campaign Phish-prone %	2.4%
Industry Phish-prone %	28.4%

Industry

Education

Organization Size

Large (1000+ users)

Program Maturity

Baseline

Appendix E

All KUSD staff must electronically sign the annual agreement related to data privacy and use incorporated with the Staff Handbook.

Non-Disclosure and Confidentiality Agreement

I understand that my access to data, information, and records (all hereinafter referred to as Information) maintained in the manual and automated information and records systems of the Kenosha Unified School District (all hereinafter referred to as Information Systems) is limited to my need for the Information in the performance of my job duties.

By electronic confirmation (e-signature), I affirm that I have been advised of, understand, and agree to the following terms and conditions of my access to Information contained in Information Systems.

1. I will use my authorized access to Information Systems only in the performance of the responsibilities of my position as a member of Kenosha Unified's faculty or staff.
2. I will comply with all controls established by Kenosha Unified regarding the use of Information maintained within the Information Systems.
3. I will avoid disclosure of Information to unauthorized persons without the appropriate consent of the Information owner except as permitted under applicable district policy and/or Federal or State law. I understand and agree that my obligation to avoid such disclosure will continue even after my employment with Kenosha Unified terminates.
4. I will exercise care to protect Information against accidental or unauthorized access, modifications, disclosures or destruction.
5. When discussing Information with other employees in the course of my work, I will exercise care to keep the conversation private and not overheard by others who are not authorized to have access to such Information.
6. I understand that any violation of this Agreement or other district policies related to the appropriate release or disclosure of Information may result in one or more sanctions, including immediate termination of my access to Information Systems, disciplinary action up to and including termination of employment, criminal penalties, or civil liability. I further affirm that via the following links I have been given the opportunity to review federal Family Education and Rights Privacy Act (FERPA) and Wisconsin Statute 118.125 (Pupil Records), and KUSD Policy 6470 Student Records.

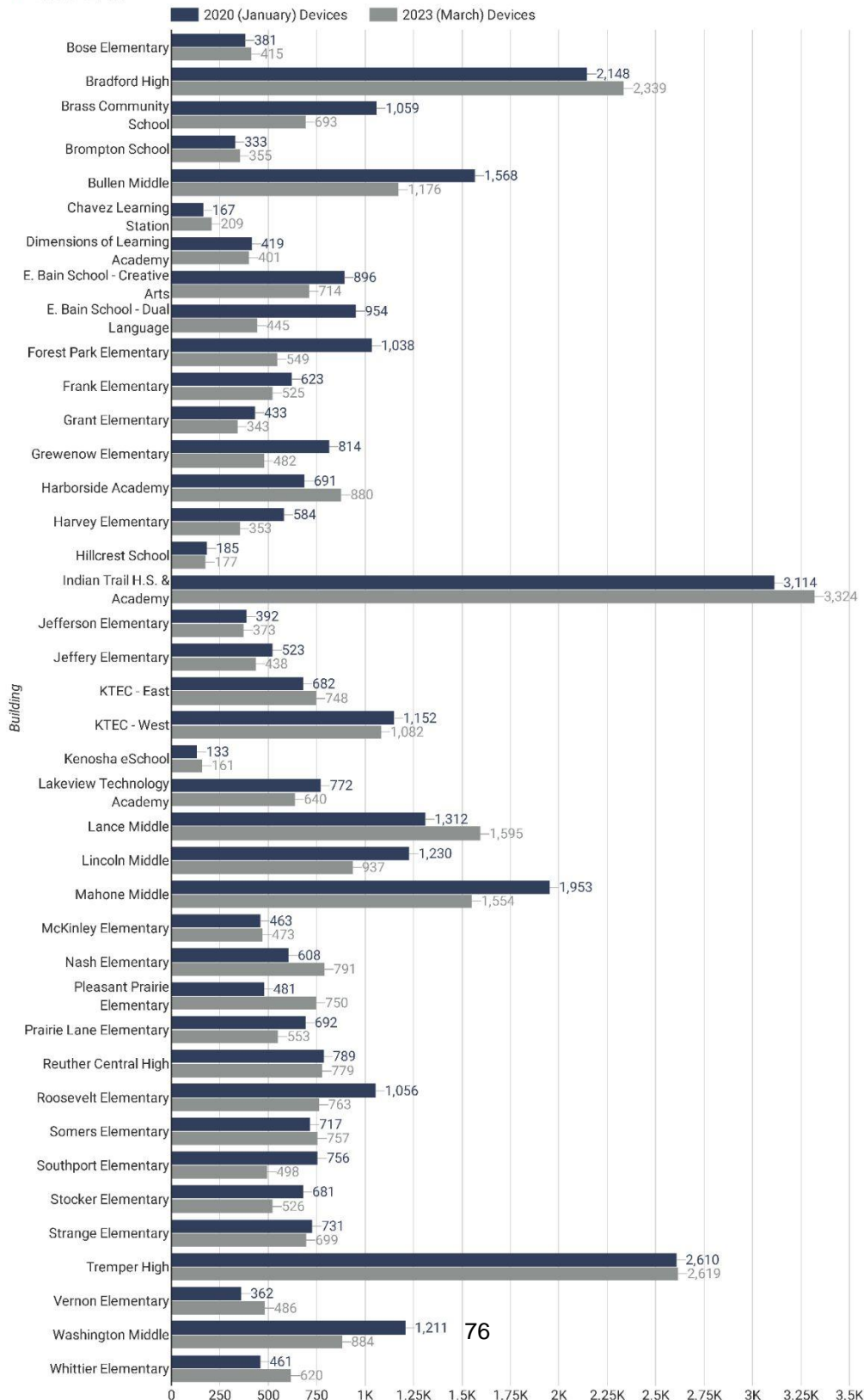
eSignature: _____ Date stamp: _____

Appendix F

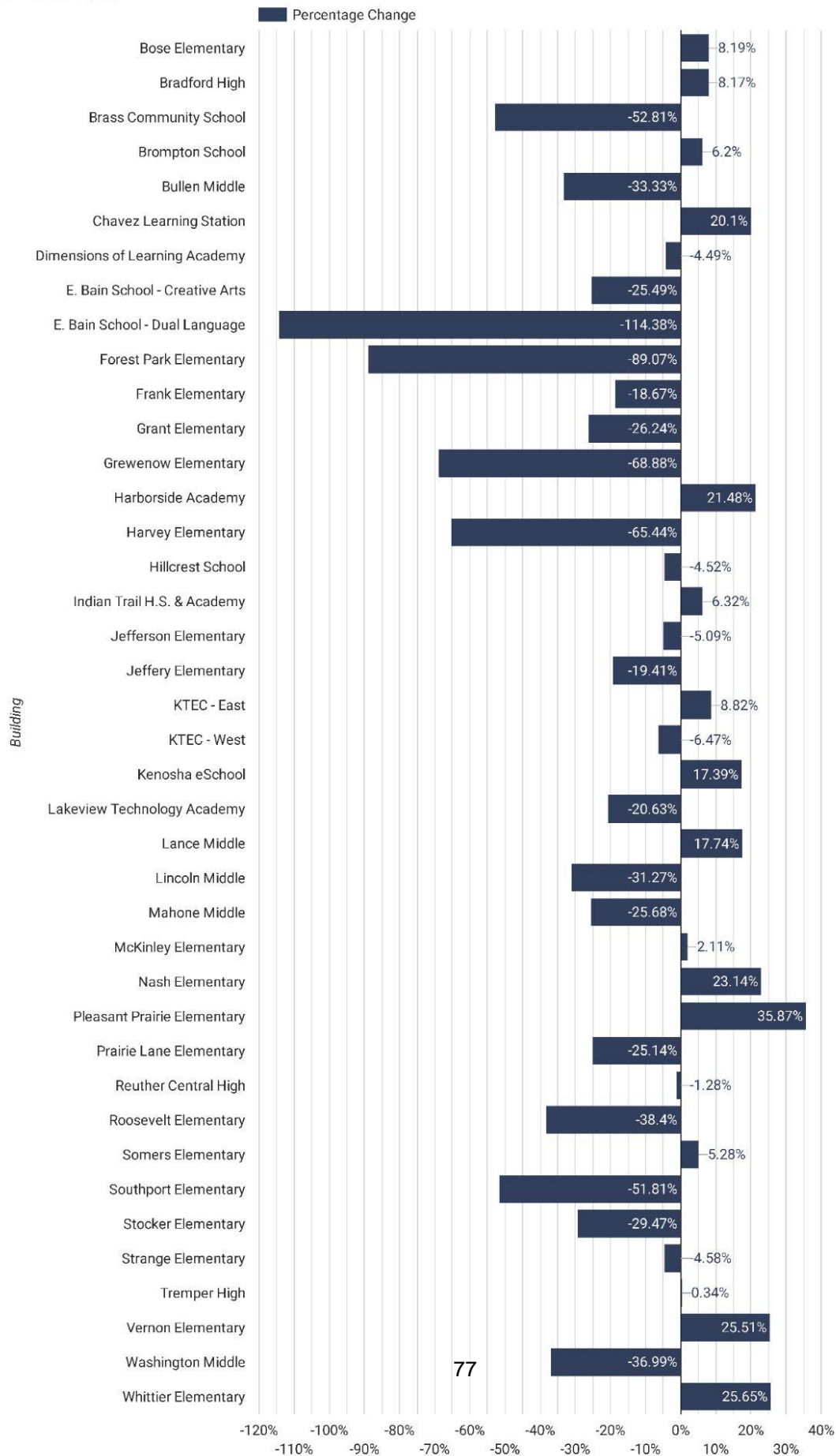
KUSD Instructional Technology Resource Inventory Technology device inventory by school location (3-year change)



KUSD Technology Count by School (2020-2023)



KUSD Technology Percentage Change by School (2020-2023)

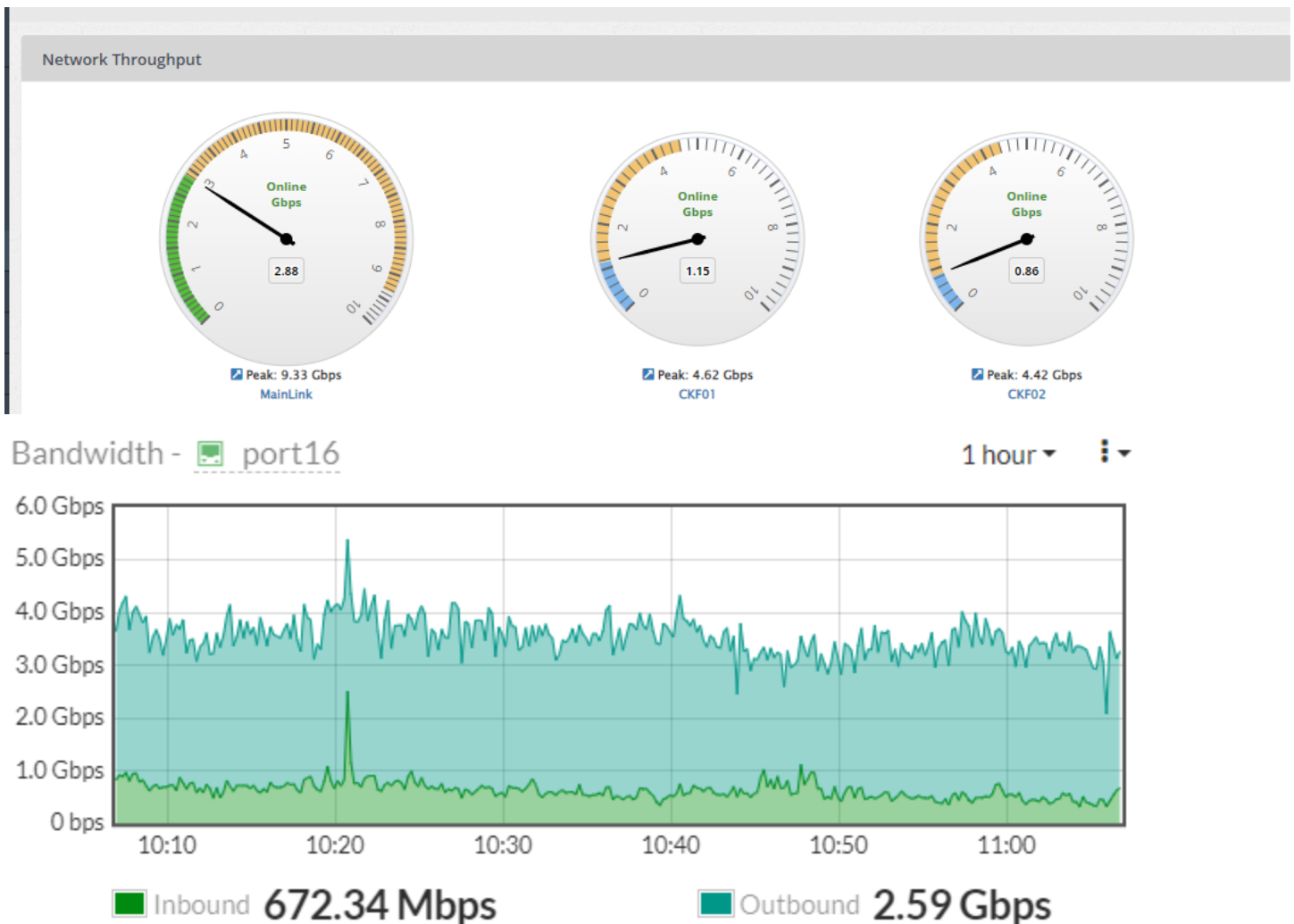


Appendix G

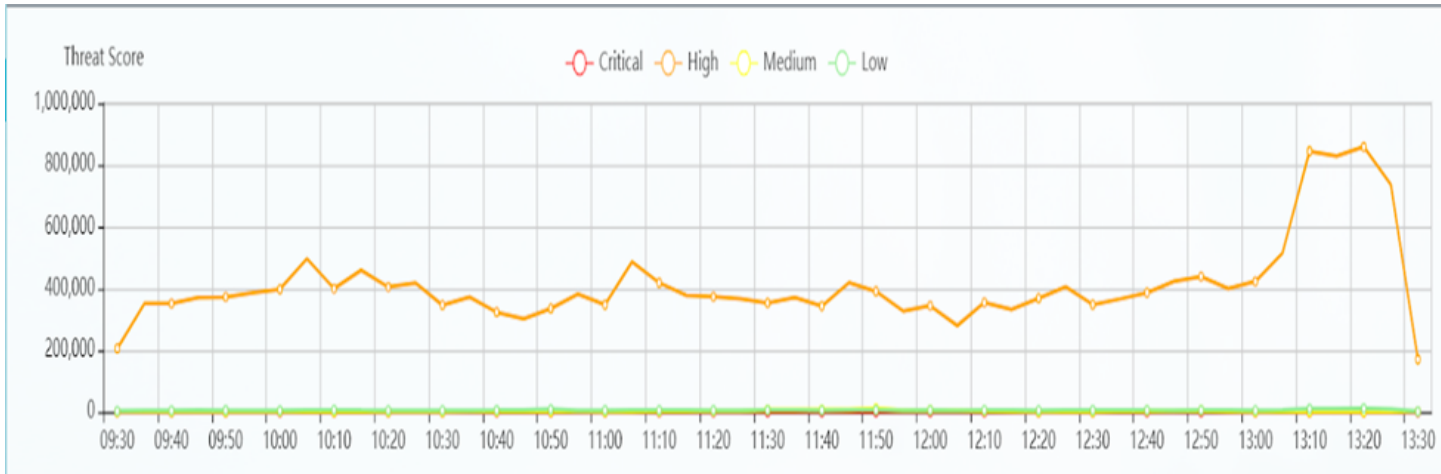
KUSD Network Bandwidth Data

Over the past 10 years, Kenosha Unified has worked to address the exponential growth of network needs and demands. These include not only instructional usage, but also security initiatives and organizational utilities. KUSD content filter system has capabilities to decrypt traffic and provide granular filter settings. This product runs through a load balancer to help stabilize and equally distribute network traffic.

The two graphs below show a typical day in the KUSD environment (both educational and organizational traffic) with regards to bandwidth utilization. There is a steady increase at the start of each day; plateauing consistently around the 3.0 - 4.0 Gb marker daily. The KUSD network infrastructure was built for greater scalability as more and more items are added to the overall network load.



KUSD’s firewall provides visibility and promotes accurate threat reports for incoming traffic. This allows greater awareness for handling threats and ensuring a safe and secure learning and working environment. As the chart below shows, KUSD encounters tens of thousands threats being blocked throughout the day.



KUSD uses Arctic Wolf’s SOC-as-a-service offers 24×7 security monitoring of all your resources, backed by expert security engineers who work around the clock as an extension of your team to detect and respond to threats when needed. Below is a graphic of suspicious login attempts from around the world that is being monitored 24 X 7.



Appendix H

KUSD Infrastructure Resource Inventory

KUSD utilized applicable E-Rate funding to help improve the overall network infrastructure by implementing the following:

- Upgrading the Core fiber infrastructure switching environment. This will increase the internal bandwidth to 10Gb to provide redundancy by adding an additional switch to all WAN/LAN locations.
- Upgrading LAN switches in all schools will reduce the total number of switches, provide ease of management and improve power consumption. KUSD will have POE+ which will provide more power for POE devices.
- Implementing CISCO DNA center will give us a centralized management interface to provide a more efficient way to manage our network.
- All hallway access points within the district were replaced in the summer of 2023. Providing this environment ensures each device will have a faster, stronger, and more reliable connection.
- Upgrading the wireless controller to the cloud will allow KUSD to have more visibility into the wireless devices.

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 25, 2023

REPORT ON CONTRACT IN AGGREGATE OF \$50,000

Imagine Learning–Edgenuity

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:

VENDOR	PROGRAM/PRODUCT	AMOUNT
Imagine Learning	Edgenuity Digital Libraries 9-12 Comprehensive Site License	<u>\$305,281.19 (3-Year Agreement)</u> <ul style="list-style-type: none">• 2023-24: \$101,760.40• 2024-25: \$101,760.40• 2025-26 \$101,760.39 Funding source: Teaching and Learning

The Purchase/Contract Rationale is provided in Appendix A. The quote from Imagine Learning is provided in Attachment A.

Recommendation

Administration recommends that the Board of Education approve the \$305,281.19 contract with Imagine Learning-Edgenuity for a digital library of credit recovery seat licenses for the high schools. The funding source for this purchase is the Teaching and Learning budget.

Dr. Jeffrey Weiss
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

Mr. Tarik Hamdan
Chief Financial Officer

Mrs. Christine O'Regan
Coordinator of Library Media and Instructional Technology

PURCHASE/CONTRACT RATIONALE

Per School Board Policy 3420, please complete the following to be attached to your purchase order/contract. Additional information may be required and presented before the District's School Board for approval. Your submission must allow for adequate time for the Board to approve.

Vendor: Imagine Learning–Edgenuity

Purchased Good/Program: Digital Libraries 9-12 Comprehensive Site License

Start Date/Date Needed: August 1, 2023

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

Kenosha schools continue to utilize credit recovery and intervention options through a program known as Edgenuity from Imagine Learning.

- **Renewal/credit recovery course contracts:** Each year the district will need to renew the credit recovery seat license for the high schools. The digital library includes content for math, English language arts, science, social studies, electives, advanced placement, world languages, and virtual tutors. Bradford, Indian Trail, Tremper, Harborside, Kenosha eSchool, LakeView, Reuther, and Hillcrest will utilize the Edgenuity Digital Library of credit recovery courses.

- **Professional learning:** Professional learning days are included in the quotes for each level to address the current needs of the school staff.

- **Multiyear renewal:** Edgenuity presented Kenosha Unified School District with a three-year agreement proposal to purchase Edgenuity seat licenses for the high schools. The district agrees to pay \$101,760.40 annually for the next three years.

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

Total cost: Three-year agreement for high school credit recovery courses plus professional learning: \$305,281.19

- 2023-24 payment terms: \$101,760.40

- 2024-25 payment terms: \$101,760.40

- 2025-26 payment terms: \$101,760.39

(Attachment A: Imagine Learning quote)

Funded by: Teaching and Learning budget

3. REQUEST FOR PROPOSAL (RFP) – indicate if an RFP has been completed
YES ☐ NO ☒ If no, please request an RFP packet (Attachment B: Sole Source)

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

Credit recovery: Edgenuity courses assess student knowledge of content and then prescribe lessons based on individual student needs. Students are able to recover credits more quickly than in a traditional classroom setting since they are only working on content that they have not yet mastered. By allowing student to recover credits for failed courses outside of the traditional classroom, we can ensure that students stay on track to graduate with their cohort.

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

August 1, 2023

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

Appropriate Leadership Signature Julie Housaman Date 6/6/23



8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Kenosha Unified School District
3600 52nd St
Kenosha WI 53144

APPENDIX A
ATTACHMENT A

Price Quote

Date	8/1/2023
Quote No.	243067
Acct. No.	03:ke:WI:12216390
Total	\$305,281.19
Pricing Expires	7/31/2026

Payment Schedule	Contract Start	Contract End
	8/1/2023	7/31/2026

Site	Description	Comment	End Date	Qty
1.	Indian Trail High School and Academy			
2.	Mary D Bradford High School			
3.	Tremper High School			
	Digital Libraries 9-12 Comprehensive Site License (HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		07/31/2026	3
	Edgenuity Academic Integrity Add-on - Includes Plagiarism Checker and Speed Radar		07/31/2026	3

Site	Description	Comment	End Date	Qty
1.	Hillcrest School			
	Digital Libraries 9-12 Comprehensive Site License (HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		07/31/2026	1
	Edgenuity Academic Integrity Add-on - Includes Plagiarism Checker and Speed Radar		07/31/2026	1

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at <https://www.imaginelearning.com/standard-terms-and-conditions>, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Imagine Learning's written consent.

KENOSHA UNIFIED SCHOOL DISTRICT 1

Signature: _____
Print Name: _____
Title: _____
Date: _____

Imagine Learning Representative

Aimee Burley
Account Executive
218.821.0199
aimee.burley@imaginelearning.com

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Date 8/1/2023
Quote No. 243067
Acct. No. 03:ke:WI:12216390
Total \$305,281.19
Pricing Expires 7/31/2026

Site	Description	Comment	End Date	Qty
1. Harborside Academy	Digital Libraries 9-12 Comprehensive Site License (HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		07/31/2026	1
	Edgenuity Academic Integrity Add-on - Includes Plagiarism Checker and Speed Radar		07/31/2026	1

Site	Description	Comment	End Date	Qty
1. Kenosha Eschool	Digital Libraries 9-12 Comprehensive Site License (HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		07/31/2026	1
	Edgenuity Academic Integrity Add-on - Includes Plagiarism Checker and Speed Radar		07/31/2026	1

Site	Description	Comment	End Date	Qty
1. Lakeview Technology Academy				
2. Reuther Central High School	Digital Libraries 9-12 Comprehensive Site License (HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		07/31/2026	2
	Edgenuity Academic Integrity Add-on - Includes Plagiarism Checker and Speed Radar		07/31/2026	2

Site	Description	Comment	End Date	Qty
1. Kenosha Unified School District	EdgeEX Promotional Access – Available Fall 2023, access not to exceed 6/30/2024		06/30/2024	1

3 Year Agreement - Payment Terms: Year 1 - \$101,760.40, Year 2 - \$101,760.40, Year 3 - \$101,760.39

Subtotal \$305,281.19
Total \$305,281.19



January 2023

Dear Educator:

Thank you for your interest in our comprehensive digital education solutions. Imagine Learning LLC is a Delaware limited liability company with principal offices in Scottsdale, Arizona ("Imagine Learning"). The company's Federal Tax ID is 45-1565841, and the Dun & Bradstreet identification number is 1184-12994.

Imagine Learning is the single source vendor and exclusive distributor in the United States for the following products and services. Because of their unique nature, Imagine Learning products are not available from other vendors.

Imagine Math Prek-2 & 3+, Imagine Reading, Imagine Math Facts, Imagine Español, Imagine Lecturea, Imagine Language & Literacy, Galileo K-12 Assessment, and Galileo Birth-PreK Assessment, Imagine Edgenuity, Imagine Instructional Services, Imagine Virtual Tutors, Imagine MyPath®, Pathblazer®, Hybridge®, SecureNet®, Imagine Odysseyware™ and Ignitia™ courseware and manager, ClassPace™, Imagine Learning EL Education, Imagine Learning Illustrative Mathematics, Imagine LearningGuidebooks, Imagine Learning Odell, Imagine Learning Classroom platform, Imagine Purpose Prep™, Imagine Robotify, Secure Deployment, the Web Administrator, Student Portal, and related offerings to include Imagine Learning Instructional Services K-5 curriculum licensed from Accelerate Education. The instance of the K-5 curriculum, as modified by Imagine Learning, is only available through Imagine Learning. Additional sole service offerings include Imagine Learning's professional development products and programs (KnowlEdge Academy, QuickBites, Concept Coaching, recorded and live training), technical and customer support, and other related services.

Effective January 1, 2022, Edgenuity Inc. and Imagine Learning Inc. merged into Weld North Education LLC, which simultaneously changed its name to Imagine Learning LLC. Imagine Learning LLC is the surviving entity in the merger and is the owner of all the products, software and services listed above. The products, software and related services offered by Imagine Learning LLC are owned, developed, and published as a package exclusively by the company. Imagine Learning LLC owns all intellectual property rights, title and interest pertaining to its respective products (including but not limited to copyright, trademark, and trade secret rights). Additionally, Imagine Learning LLC may offer the works of third parties under licenses allowing for the integration of such materials into the company's products, as applicable.

For more information, please contact Imagine Learning at (877) 725-4257 or visit our website at www.imaginelearning.com.

Sincerely,

DocuSigned by:

6C02297302DE49E
David Alderslade
EVP and Chief Financial Officer



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**Kenosha Unified School District
Kenosha, Wisconsin**

July 25, 2023

ACT 55–NOTICE OF ACADEMIC STANDARDS

Background

On July 12, 2015, the Wisconsin 2015-17 State Budget Bill, Act 55, was signed into law. It requires Kenosha Unified School District to provide the parents and guardians of all enrolled students with notice of the academic standards in mathematics, science, reading and writing, geography, and history that have been adopted by the school board and that will be in effect during each school year.

2023-24 District Academic Standards

Accordingly, the district academic standards that will be in effect in these specific content areas for the 2023-24 school year are listed below. Electronic links to the detailed version of the applicable standards are provided pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statutes.

CURRICULAR AREA	ACADEMIC STANDARDS	REFERENCE LINK
Early learning	Wisconsin Model Early Learning Standards	https://dpi.wi.gov/early-childhood/practice In early education the district has adopted the use of Teaching Strategies Objectives for Development and Learning to document and report student progress. The Teaching Strategies Objectives for Development and Learning are aligned with Wisconsin Model Early Learning Standards.
English language arts (includes reading and writing)	Wisconsin Academic Standards for English Language Arts	http://dpi.wi.gov/ela/standards In kindergarten through fifth grade, the district has adopted standards-based grading in English language arts. Student progress reports reflect a

CURRICULAR AREA	ACADEMIC STANDARDS	REFERENCE LINK
		summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.
Mathematics	Wisconsin Academic Standards for Mathematics	http://dpi.wi.gov/math/standards In kindergarten through fifth grade, the district has also adopted standards-based grading in mathematics. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.
Science	Next Generation Science Standards	http://www.nextgenscience.org/next-generation-science-standards In kindergarten through fifth grade, the district has also adopted standards-based grading in science. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.
Social studies	Wisconsin Academic Standards for Social Studies	https://dpi.wi.gov/sites/default/files/imce/standards/New%20pdfs/2018_WI_Social_Studies_Standards.pdf In kindergarten through fifth grade, the district has also adopted standards-based grading in social studies. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.

Additionally, with regard to emphasizing content area literacy in all subjects, the Kenosha Unified School District has adopted the Common Core Standards for Disciplinary Literacy. A link to this additional resource is: <http://dpi.wi.gov/standards/literacy-all-subjects>.

Recommendation

Administration recommends that the Board of Education approve the annual declaration and parent notice of the district's student academic standards that will be in effect for the 2023-24 school year at the July 25, 2023, board meeting.

Dr. Jeffrey Weiss
Superintendent of Schools

Julie Housaman
Chief Academic Officer

Mrs. Stacy Cortez
Coordinator of Elementary Math
and Science

Mrs. Mary Hoover
Coordinator of Reading and Elementary
Social Studies

Mr. Che Kearby
Coordinator of Secondary English
Language Arts and Social Studies

Mrs. Jennifer Lawler
Coordinator of Secondary Math
and Science

Ms. Rhonda Lopez
Principal of Chavez Learning Station

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Kenosha Unified School District
Kenosha, Wisconsin

July 25, 2023

EXPULSION INDEPENDENT HEARING OFFICERS - RESOLUTION 410

Administration brings forth a recommendation concerning the appointment of Hearing Officers to assist the District with any expulsion hearings for the upcoming 2023-2024 school year. Hearing Officers are part time employees that are called upon when needed for expulsion hearings and are paid \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 for each hearing.

Christopher Hauser handled the majority of the expulsion hearings since the 2021-2022 school years and will continue to serve as our main hearing officer. Mrs. Titus and Mr. Rupnow, who were added as KUSD hearing officers in April of 2022, will continue to serve as backup/secondary hearing officers for the 2023-2024 school year and thereafter.

Christopher Hauser

Mr. Hauser has an extensive background in the education field having held the following positions: Teacher, Positive Behavior Interventions and Support (PBIS) Supervisor, Principal, Regional Director of School Support, Regional Superintendent, and Interim Deputy Superintendent. Mr. Hauser retired from Milwaukee Public Schools (MPS) and was provided expulsion hearing officer training previously through MPS. He has served as a KUSD hearing officer since December 2020.

Michael Rupnow

Mr. Rupnow started his career as a physical education and health teacher in the Friess Lake School District. He then became the Activities Director, Racine Park High School before serving as an Assistant Principal at Bradford High School, Park High School and Starbuck Middle School. Also, Mr. Rupnow has served as the directing principal of Racine's Knapp Elementary School. In 2011, Mr. Rupnow retired from full time work and has since served the district part time as a substitute Administrator. In 2019, Mr. Rupnow began serving as an Independent Hearing Officer for Racine Unified Schools and continues to serve Racine in this capacity.

Gayle Titus

Mrs. Titus has a Bachelor of Science degree from West Virginia University and a Master of Science from UW-Milwaukee. She was a teacher for twenty-six years in both West Virginia and Wisconsin. Her administrative experience (14 years) was exclusively in the Racine Unified School District. Since her retirement in 2014, she has served as a long-term administrative sub in several schools in RUSD. She has also worked as an independent hearing officer since October 2021 in Racine.

Administrative Recommendation

Administration recommends that the Board of Education re-authorize the appointment of Christopher Hauser, Gayle Titus and Michael Rupnow as Hearing Officers for the purpose of expulsion hearings for the 2023-2024 school year at the rate of \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 per hearing. It is also recommended that the Board approve Resolution 410 – Resolution to Authorize Independent Hearing Officers to Determine Pupil Expulsions for the 2023-2024 School Year.

Dr. Jeffrey Weiss
Superintendent of Schools

William Haithcock
Chief of School Leadership



**RESOLUTION TO AUTHORIZE INDEPENDENT HEARING OFFICERS TO DETERMINE
PUPIL EXPULSIONS FOR THE 2023-2024 SCHOOL YEAR**

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

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

WHEREAS, the Board of Education of the Kenosha Unified School District desires to authorize the use of independent hearing officers, to determine pupil expulsions for the 2023-2024 school year;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE KENOSHA UNIFIED SCHOOL DISTRICT that, pursuant to Wis. Stat. § 120.13(1)(e), the Board of Education authorizes independent hearing officers appointed by the Board of Education to determine pupil expulsion matters for the 2023-2024 school year; and

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

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

BE IT FURTHER RESOLVED that the Kenosha Unified School District Board of Education approve Christopher Hauser, Michael Rupnow and Gayle Titus as Expulsion Independent Hearing Officers for the 2023-2024 school year as filed with the secretary to the Board of Education.

This Resolution was adopted by the Board of Education and is recorded in the minutes of the Board of Education meeting held on the 25th day of July, 2023.

Kenosha Unified School District
BOARD OF EDUCATION

Yolanda Adams, Board President

Todd Price, Board Clerk

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 25, 2023

Renewal of Southeastern Wisconsin School Alliance (SWSA) Membership

For the past twenty years, the District has participated in the Southeastern Wisconsin School Alliance (SWSA) which provides school leaders and parents with objective, non-partisan information, and training needed to be strong advocates for educational excellence. The SWSA serves nearly 30 urban and suburban school districts with a combined enrollment of more than 210,000 students.

The mission of the Southeastern Wisconsin School Alliance is to advocate for the benefit of all students by driving education policies supporting strong public schools to ensure world-class practices, economic vitality, and community well-being.

The SWSA supports the mission through the following tiered approach:

- Develop and implement key strategies to advocate for sound education policy
- Raise the impact of SWSA by identifying and developing mutually beneficial partnerships
- Continue to strengthen the SWSA business model by supporting school districts and their communities
- Leverage research to drive educational practice and advocacy

The SWSA meets at least once a month and the annual membership fee is \$3,200. Attachment A is the letter from the fiscal agent, the required resolution to be approved by the Board in order to participate in the alliance, and the 66.0301 Agreement which authorizes the School District of South Milwaukee as the fiscal agent to manage the SWSA funds. Attachment B is the 2023-24 Proposed Annual Budget for the SWSA, the projected participating member school districts, and the member payment schedule.

RECOMMENDATION

Administration recommends that the Board approve the attached resolution and membership in SWSA for the 2023-2024 fiscal year in the amount of \$3,200 and authorization of Board Officers and District Administration to execute any and all documents related to the renewal.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Date: May 24, 2023

TO: SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE
District Members

FROM: Daniel Arnold, Director of Business Services
South Milwaukee – Fiscal Agent

SUBJECT: SWSA 2023-24 Agreement

The attached packet for the Southeastern Wisconsin School Alliance includes:

1. Resolution (check appropriate box and return)
2. 66.0301 Agreement (sign and return)
3. Proposed Annual Budget for SWSA
4. Payment Schedule
5. Participant Listing

NOTE:

1. The resolution should be presented to your school board for approval, the appropriate box checked and returned to our district.
2. The 66.0301 Agreement must be signed and returned to our district.
3. SWSA Annual Report will be emailed directly to each participant mid to late June 2023

If you have any questions, please contact Katrina Haack – khaack@sdsm.k12.wi.us
phone #414-766-5020.

RESOLUTION

SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE

BE IT RESOLVED that the School District of South Milwaukee retain Hubbard, Wilson & Zelenkova, for the period of July 1, 2023 through June 30, 2024 as Legislative Counsel on a cooperative basis with the other school districts that are members of the Southeastern Wisconsin School Alliance, regarding matters of mutual interest as determined by the Alliance, including but not limited to, constitutional limitations on and legislative decisions related to funding for education, research, public awareness and information sharing.

BE IT FURTHER RESOLVED that the District share the fees for these services, plus reasonable and necessary expenses, with the other school districts that are members of the Southeastern Wisconsin School Alliance on the basis of:

Dues (Check One):

_____ \$3,200 annual fee for school districts participating in Southeastern Wisconsin School Alliance

_____ Not participating

_____ School District

Southeastern Wisconsin School Alliance Agreement
(Section 66.0301)

Pursuant to a resolution adopted by school districts participating in the Southeastern Wisconsin School Alliance (SWSA):

Participating school districts hereby mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. That said parties agree and contract with Hubbard, Wilson & Zelenkova, to serve as Legislative Counsel for the Southeastern Wisconsin School Alliance as hereinafter set forth;
2. That the School District of South Milwaukee is to be the operator and fiscal agent of the Southeastern Wisconsin School Alliance;
3. That the fiscal agent district shall establish and maintain records in accordance with the uniform financial accounting system prescribed by the Department of Public Instruction;
4. That the pro-ration of costs will be assessed equally to each participating school district as provided in the authorizing resolution;
5. That the estimated budget and plan of operation for this cooperative shall be approved in advance to contract signing by all school district parties hereto;
6. That variations from the budget will require prior approval of all school district parties hereto;
7. That the fiscal agent agrees to file the required financial reports with the Department of Public Instruction;
8. That attached hereto and incorporated herein by reference are the budget, the plan for operation and plan of payments to said operator of fiscal agent by each school district.

School District

SCHOOL DISTRICT OF
SOUTH MILWAUKEE

School Board President


By _____

School Board Clerk

Director of Business Services
Title

Date

5/24/2023
Date

2023-24 PROPOSED ANNUAL BUDGET

SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE (SWSA)

May 24, 2023

EXPENSES:	PROPOSED BUDGET
Legislative Liaison Team	\$ 34,125.00
Executive Director	\$ 54,000.00
Special SWSA Projects (Communications, Etc.)	\$ 3,700.00
Website / Tech Services	\$ 1,100.00
Travel Expenses	\$ 500.00
Supplies	\$ 500.00
Dues/Memberships, Other Potential Opportunities	\$ 2,500.00
TOTAL EXPENSES	\$ 96,425.00

REVENUES:	PROPOSED BUDGET
Fees from Participating School Districts (based on 30 members)	\$ 92,800.00
TOTAL REVENUE	\$ 92,800.00

USE OF RESERVES:	\$ 3,625.00
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Basis for Prorating Costs: Equal distribution among member districts based upon 66.0301.

2023-24 Southeastern Wisconsin School Alliance Projected Participant Listing:

District	SWSA Fee
Brown Deer	\$ 3,200
Cudahy	\$ 3,200
Elmbrook	\$ 1,600
Fox Point / Bayside	\$ 3,200
Franklin	\$ 3,200
Glendale / River Hills	\$ 3,200
Grafton	\$ 3,200
Greendale	\$ 3,200
Greenfield	\$ 3,200
Hamilton	\$ 3,200
Kenosha	\$ 3,200
Kettle Moraine	\$ 3,200
Menomonee Falls	\$ 3,200
Mequon / Thiensville	\$ 3,200
Milwaukee Public Schools	\$ 3,200
Muskego-Norway	\$ 3,200
Nicolet	\$ 3,200
Oak Creek / Franklin	\$ 3,200
Oconomowoc	\$ 3,200
Pewaukee	\$ 3,200
Port Washington-Saukville	\$ 3,200
Racine Unified	\$ 3,200
Saint Francis	\$ 3,200
Shorewood	\$ 3,200
South Milwaukee	\$ 1,600
Waukesha	\$ 3,200
Wawautosa	\$ 3,200
West Allis / West Milwaukee	\$ 3,200
Whitefish Bay	\$ 3,200
	\$ 3,200
Total	\$ 92,800

PAYMENT SCHEDULE

SOUTHEASTERN WISCONSIN SCHOOL ALLIANCE

July 1, 2023 – June 30, 2024

Each member District will remit payment to the School District of South Milwaukee, Fiscal Agent, as follows:

There will be a one time payment due no later than September 22, 2023.

All Districts:

- | | | |
|----|--------------------|----------------|
| 1. | September 22, 2023 | <u>\$3,200</u> |
|----|--------------------|----------------|

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 25, 2023

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

July

- July 4, 2023 – District Closed for Fourth of July Observance
- July 17, 2023 – Special Meeting – 5 P.M.
- July 18, 2023 – Executive Session – 5 P.M.
- July 25, 2023 – Regular School Board Meeting – 7 P.M.

August

- August 22-25, 2023 – New Instructional Staff Orientation
- August 22, 2023 – Regular School Board Meeting – 7 P.M.
- August 28, 2023 – All Instructional Staff Report

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