



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

November 14, 2023 at 7 p.m.

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

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Regular School Board Meeting
November 14, 2023
Educational Support Center
3600 52nd St.
Kenosha, WI 53144
7:00 PM

I. Pledge of Allegiance	
II. Roll Call of Members	
III. Awards/Recognition	
IV. Superintendent's Report	
V. Legislative Report	
VI. Views and Comments by the Public	
VII. Introduction, Welcome and Comments by Student Ambassador	
VIII. Remarks by the President	
IX. Administrative and Supervisory Appointments	
X. Consent Agenda	
A. Consent/Approve	4
Recommendations Concerning Appointments, Leaves of Absence, Retirements, Resignations and Separations	
B. Consent/Approve	5
Minutes of 10/24/23 Special Meeting and Executive Session and 10/24/23 Regular Meeting	
C. Consent/Approve	19
Summary of Receipts, Wire Transfers and Check Registers	
D. Consent/Approve	27
Board Policy 5534 - Medication (second reading)	
E. Consent/Approve	32
Revisions to Food Service Policies: Board Policy 3520 - School Nutrition Programs, 3520AR - School Nutrition Programs Free and Reduced Price Meal Eligibility, and Board Policy 3522 - Milk Program (second reading)	
XI. Old Business	
A. Discussion/Possible Action	43
KUSD Rightsizing Committee and Project Update	
XII. New Business	
A. Discussion/Action	45

Course Change Proposal: Digital Art Exploration	
B. Discussion/Action	49
Course Change Proposal: Capstone in Journalism and ComAC Studios	
C. Discussion/Action	58
Course Change Proposal: Engineering Essentials and Introduction to Design, Engineering, and Technology	
D. Discussion/Action	63
Proposed Updates to 2024-2025 Instructional Calendar	
E. Discussion	
2023-2024 Adopted Budget Book	
F. Discussion	70
Preliminary 2024-2025 Budget Discussion	
G. Discussion/Action	71
Board Policy 3643 - Emergency School Closings and/or Learning Adjustments (first reading)	
H. Discussion/Action	75
Donations to the District	
XIII. Announcements/Updates by Board members (2-minute limit per member)	
• Per Policy 8710, comments in response to public comments are allowable only if the topic was included in the original notice of the meeting.	
XIV. Other Business as Permitted by Law	
XV. Tentative Schedule of Reports, Events and Legal Deadlines for School Board (November - December)	76
XVI. Predetermined Time and Date of Adjourned Meeting, if Necessary	
XVII. Adjournment	

**Kenosha Unified School District
Kenosha, WI
November 14, 2023**

The Office of Human Resources recommends the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE
Appointment	Gibson	Diamond	Indian Trail HS & Academy	Security	ESP	10/25/2023	1
Appointment	Houston	Annan	Indian Trail HS & Academy	Security	ESP	10/23/2023	1
Appointment	Jones	Brittenee	Brass Community School	Classroom	ESP	10/26/2023	1
Appointment	Moore	Deziray	EBSOLA CA	Cross Categorical	Instructional	11/13/2023	1
Appointment	Rowley	Kristine	Finance	Administrative Specialist (12 MO)	ASP	11/06/2023	1
Resignation	Kittle	Dawn	Chavez Learning Station	Head Start	ESP	10/30/2023	1
Resignation	McArthur	Ashley	Whittier Elementary School	Cross Categorical	Instructional	11/03/2023	1
Resignation	Shimon	Daniel	Tremper High School	English	Instructional	01/19/2024	1
Resignation	Stargell	Aleshia	Indian Trail HS & Academy	Special Education	ESP	10/13/2023	1
Retirement	Whitaker	Melissa	Tremper High School	L.D.	Instructional	01/19/2024	1

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SPECIAL MEETING & EXECUTIVE SESSION
OF THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 24, 2023

A special meeting of the Kenosha Unified School Board was held on Tuesday, October 24, 2023, in Room 125 at the John J. Hosmanek 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 6:04 P.M. with the following members present: Mr. Meadows, Mrs. Modder, Mrs. Schmalings, Ms. Stevens, Mr. Price, Mr. Battle and Ms. Adams. Dr. Weiss was also present.

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 was scheduled to follow this special meeting for the purposes of Review of Findings/Order by Independent Hearing Officer, Litigation, Personnel Problems, Compensation and/or Contracts, and Evaluation Consideration.

Mrs. Modder moved that the executive session be held. Mr. Price seconded the motion. Motion carried unanimously. Moved into closed session at 6:05 p.m. Dr. Beth Ormseth joined the meeting at that time.

1. Review of Findings/Order by Independent Hearing Officer

Dr. Beth Ormseth, representative of the Administrative Review Committee, presented board members information pertaining to a student expulsion.

Dr. Ormseth and Dr. Weiss left the meeting at 6:08 p.m.

Mr. Price moved to approve the hearing officer's recommendation in regards to the student expulsion. Ms. Stevens seconded the motion. Motion carried unanimously.

Dr. Weiss returned to the meeting at 6:10 p.m.

2. Litigation

Dr. Weiss updated the board regarding a potential legal case. He also presented information from an attorney regarding an open records request. Board members provided direction.

3. Personnel: Problems

Mr. Kevin Neir, Chief Human Resources Officer, joined the meeting at 6:22 p.m. to update Board members on two personnel matters.

Mr. Neir departed the meeting at 6:38 p.m.

4. Personnel: Evaluation Consideration

Dr. Weiss and Board members discussed aspects to be considered for the Superintendent's evaluation for the upcoming year.

Ms. Stevens moved to adjourn the meeting. Mr. Price seconded the motion. Motion carried unanimously.

Meeting adjourned at 6:45 p.m.

Denise Ewing
School Board Secretary

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD OCTOBER 24, 2023

A regular meeting of the Kenosha Unified School Board was held on Tuesday, October 24, 2023, at 7:00 P.M. in the Board Room of the John J. Hosmanek Educational Support Center. Ms. Adams, President, presided.

The meeting was called to order at 7:01 p.m. with the following Board members present: Mr. Meadows, Mrs. Modder, Mr. Battle, Mrs. Schmaling, Ms. Stevens, Mr. Price and Ms. Adams. Dr. Weiss 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.

Dr. Weiss gave the Superintendent's Report.

Mr. Price gave the Legislative Report.

Views and comments were made by the public.

Mr. Price made a motion to extend the time allotted for views and comments giving two minutes each per speaker. Second by Mr. Meadows. Motion defeated 4-3.

There was no student ambassador at this meeting.

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 Absences, Retirements, Resignations, and Separations.

Consent-Approve item X-B – Minutes of 9/26/23 Special Meeting and Executive Session and 9/26/23 Regular Meeting.

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 September 2023 cash receipt deposits totaling \$296,576.86, and cash receipt wire transfers-in totaling \$28,453,078.90, be approved.

Check numbers 626704 through 627496 (net of voided batches) totaling \$5,631,024.78, and general operating wire transfers-out totaling \$4,494,570.27, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the September 2023 net payroll and benefit EFT batches totaling \$12,488,559.73, and net payroll check batches totaling \$23,331.37, be approved.”

Mr. Battle moved to approve the consent agenda as presented. Second by Ms. Stevens. Motion carried unanimously.

Dr. Weiss and Mr. Keckler, Chief Information Officer, presented the KUSD Rightsizing Committee and Project Update submitted by Dr. Weiss and Mr. Keckler, excerpts follow:

“Over the past several weeks, the KUSD Rightsizing Project has greatly expanded its information sharing within the district and beyond. Nearly 50 Rightsizing presentations have been provided to all staff across the district. Feedback opportunities and inquiries from those meetings have formed a growing FAQ guide to increase knowledge and understanding of the current process and future impact for known areas. Five Community Engagement Sessions occurred, with bilingual options and resources and a recording that anyone can view on demand. Input from those meetings will be reviewed as scenarios continue to develop in draft form. The Rightsizing Committee members were encouraged to attend one of these sessions to experience the greater community vantage point regarding this entire process.

Administration is currently working with Davis Demographics on the initial scenarios and options, which also includes some training on the GIS system for boundary adjustments and enrollment impact.

All Rightsizing resources, including the Community Engagement Recording and survey can be found on the KUSD Rightsizing Project website: <https://www.kusd.edu/district/rightsizing/>.

The Community Engagement Survey will close on October 31, 2023. Results from the survey will be presented at the November 14, regular School Board Meeting.

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

No motions were made, as this was an informational item.

Mr. Tarik Hamdan presented the Change in the Fiscal 2022-23 Adopted Budget submitted by himself and Dr. Weiss, excerpts follow:

“The Board of Education adopted the 2022-2023 budget on October 25, 2022, as prescribed by Wisconsin State Statute 65.90. From time to time there is a need to modify or amend the adopted budget for a variety of reasons. State Statutes require that official modifications to the adopted budget be approved by a two-thirds majority of the Board of Education and that there be a publication of a Class 1 notice within 10 days of approval. This document identifies budget modifications to the 2022-2023 budget delineated by fund and project.

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

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

- Transferred budgets and expenditures from one salary account to another salary account resulting from a review of position control. Reclassifying the salary and benefit dollars from one account to another does not change the overall amount of the budget.
- Transferred operational line item budget dollars from one budget account to another as a result of ongoing review and monitoring of budgets. Reclassifying budget dollars from one account to another account does not change the overall amount of the budget.
- Transferred grant budgets to the appropriate function or object based on formal DPI grant modifications. Since the budget was formally adopted, some grant managers have requested that expenditure budget dollars be reassigned to the function or object where the dollars were expended. The grant budgets have been revised and the resulting modifications may have changed the function or object of the expenditures, but they did not change the total amount of the grant.

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

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

Mr. Battle moved to approve the Change in the Fiscal Year 2022-23 Adopted Budget and that the attached Class 1 notice be published within 10 days of the official Board adoption. Second by Ms. Stevens. Motion carried unanimously.

Mr. Hamdan presented the 2022-2023 Budget Carryovers to the 2023-2024 Budget submitted by himself, Mrs. Salo and Dr. Weiss, excerpts follow:

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

Site requested carryovers require a pre-approved specific purpose before they are brought forward for Board consideration.

With the closing of the Pleasant Prairie Tax Increment District #2 during FY23 came a one-time close-out payment of \$2,887,695. The Board of Education took action and approved \$2,400,000 of these funds to go towards the Bradford field house flooring project. The actual work is being done in FY24 therefore a carryover request is necessary. The remaining \$487,695 is also being requested to carry over pending additional Board action to allocate these funds.

The Office of Teaching and Learning has requested to carry over \$288,500 of the previously approved curriculum adoption budget that was previously allocated but was not spent in FY23 due to delivery delays. The amount of \$1,987,000 had historically been a standing annual allocation for this specific purpose. Beginning in the 2022-23 fiscal year the district implemented an as-needed approach where Teaching and Learning would identify and request specific funding needs for the upcoming year rather than a standing annual allocation.

The administration requests that the School Board approve this report so that these carryover funds can be incorporated into the adopted 2022-2023 budget.”

Mr. Battle moved to approve the 2022-2023 Budget Carryovers to the 2023-2024 Budget totaling \$4,933,926 as presented. Second by Ms. Stevens. Motion carried unanimously.

Mr. Hamdan presented the Formal Adoption of the 2023-24 Budget submitted by himself, Mrs. Salo, and Dr. Weiss, excerpts follow:

“The public hearing on the 2023-24 budget and the annual meeting of district electors were held on September 19, 2023, in the auditorium of Indian Trail High School and Academy. In an advisory vote at the annual meeting of district electors, stakeholders in attendance voted to set the total tax levy at the maximum allowed by law, which was initially projected to be a total of \$80,722,398. At the time of the annual meeting, it is important to note that key variables in the budgeting process were not finalized, therefore conservative estimates were included.

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

As birth rates continue to decline, we continue to experience a decline in our total student fulltime equivalents (FTE) which drives our revenue limit authority. While 3rd Friday enrollment counts came in slightly better than originally expected, after counts were converted into membership FTE, we still experienced an overall loss of 355 FTE. This resulted in an average loss of 194 FTE for revenue limit authority purposes. Our continual declining enrollment status can trigger additional temporary (non-recurring) revenue limit exemptions that are meant to buy districts time and provide temporary budget relief as they prepare to make adjustments to operations. These exemptions include a declining enrollment exemption amount of \$2,134,000 for KUSD in this year's calculation.

In the official October 15th certification, our general state aid increased by \$708,637, or 0.48% as compared to last year. However, our total state aid that impacts tax levy decreased by a total of \$364,603 or -0.24% as shown in the following table. The increase in General State Aid is negated by the loss of High Poverty Aid which has been defunded in the 2023-2025 WI Biennial Budget.

The 2023-24 general fund (10) is being presented as an unbalanced budget in which expenditures are projected to exceed revenues by \$6,018,105 if all budget authority is fully exercised. The budget is not in a positive position with unallocated funds that could be used to absorb the carryover spending authority requests submitted to the Board for consideration. Any approved carryover authority will increase the budgeted expenditures and increase the deficit or difference between expected revenues and expenditures for the year. Any approved carryover spending will be considered a planned one-time use of fund balance.

Based on an analysis of district funded positions within the operational funds of the general fund (10) and special education fund (27), vacancies are projected to make up for most of the projected deficit after factoring in the likelihood of increases in other areas of the budget such as substitute teacher and special education support substitutes. Comparing all of the authorized (budgeted) staffing FTE to the filled positions reveals an overall fill rate of 96.08%.

For all intents and purposes, KUSD has spent down or allocated three out of the four major Federal stimulus grants intended to provide relief to districts facing unplanned COVID-related expenses. This budget contains the final \$30.5 MM of the Elementary and Secondary School Emergency Relief (ESSER III) grant that closes on September 30, 2024. While the grant technically closes in the first quarter of the next fiscal year, the only expenses expected to occur in FY 2024-2025 are facilities-related air quality projects that will be completed in the summer. There are currently 101.25 staffing FTE being paid for by the ESSER III grant which are in their final year of funding.

The difference between a fund's assets and liabilities equals the fund balance. This is a required point-in-time accounting measure that is not simply a cash account or a rainy day fund. The Governmental Accounting Standards Board (GASB) requires fund balances to be even further defined using specific classifications. The unassigned general fund balance as of June 30, 2023, or operational portion that doesn't fit into

another classification, is currently greater than 10% of budgeted expenditures; therefore, the portion of school board policy 3323 requiring a \$1 MM budgeted surplus (if the fund balance is below the 10% threshold) will not be applicable for FY 2023-24.

If all spending authority is utilized during the fiscal year 2023-24, then the total general fund (10) ending fund balance is projected to go down by \$6 MM to \$75.4 MM at the end of the fiscal year. The fund balance would go down even further for any approved carryover fund usage.

The 2023-24 budget will include the following proposed tax levy of \$82,634,051. The proposed tax levy for the general fund (10) is the maximum amount allowed within state law without passing a referendum. The overall 1.74% decrease in total tax levy equates to \$1,465,677 less local property tax dollars needed for the Kenosha Unified School District as compared to the previous year. The decrease in tax levy is directly correlated to changes in state aid and decreasing revenue limit authority driven by declining enrollment in the general fund.

The total mill rate (tax per \$1,000 of equalized property valuation) is \$5.62, a 9.96% decrease as compared to the prior year's rate of \$6.24. This decrease is the result of changes in both tax levies and equalized property values in our district. Our equalized property value increased by 9.13% from last year allowing the reduced tax levy to be spread over an even larger tax base. This results in a more dramatic change in the mill rate. This tax levy scenario and a historical view of the District's equalized property values, tax levies, and mill rates are shown in Attachment A.

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

1. Formally adopt the District's 2023-2024 budget using the accompanying budget adoption motion (Attachment B).
2. Direct the administration to prepare a class one legal notice to be published publicly within ten days of the adoption (Attachment C).
3. Approve the property tax levy to be collected from the municipalities within the school district in the amount of \$68,817,610 for the general fund, \$12,316,441 for the debt service fund, and \$1,500,000 for the community service fund. The Board must approve levy amounts on or before November 1st each year, per Wis. Stats. 120.12 (3)(a).
4. Direct the district clerk to certify and deliver the Board approved tax levy to the clerk of each municipality on or before November 10, 2023."

Mr. Battle moved that the 2023-2024 budget for the Kenosha Unified School District, as presented, for all funds showing expenditures, other revenues, and tax levies in summary be adopted as set forth below and in the accompanying format required by the Wisconsin Department of Public Instruction (see Attachment C); that administration prepare a class one legal notice to be published publicly within ten days of the adoption (Attachment C); that the Board approve the property tax levy to be collected from the municipalities within the school district in the amount of \$68,817,610 for the general fund, \$12,316,441 for the debt service fund, and \$1,500,000 for the community service fund, as the Board must approve levy amounts on or before November 1st each year, per Wis. Stats. 120.12 (3)(a), and that the district clerk certify and deliver the Board

approved tax levy to the clerk of each municipality on or before November 10, 2023. Second by Ms. Stevens. Motion carried unanimously.

Mr. Keckler presented the Official Third Friday Enrollment Report submitted by himself, Mrs. Laura Sawyer, Research Analyst; Mrs. Erin Roethe, Data Analyst; and Dr. Weiss, excerpts follow:

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

District-wide, enrollment decreased -317 students, from 19,187 students in 2022-23 to 18,870 in 2023-24. Beginning in 2009-10, Kenosha started to experience a decline in community birth rates, with the related effect of declines in elementary school enrollments five years later. This trend currently impacts grades pre-kindergarten through grade 8. The District’s overall enrollment for the past six (6) years is shown below. The COVID-19 Pandemic significantly impacted school year 2020-21.

At the end of school year 2022-23, Wilson Elementary School was closed. Nearly half of those students transferred to Frank, with smaller amounts moving to EBSOLA-CA, and Stocker. Also, the Kenosha eSchool is no longer an individual school a student can attend, however, the program and classes are still being offered at individual schools where needed.

The percent and number of English Learner students (ELs) for the district barely changed from the previous school year. There are 1,794 (9.5%) EL students in 2023-24 compared to 1,782 (9.3%) EL students in 2022-23. The English Learners are reported out by those in Dual Language and those in a traditional classroom (EL). The number of Dual Language students increased to 420 in 2023-24 in comparison to 216 in 2022-23. *Please note that the Dual Language EL category includes only those students who are enrolled in the Dual Language Program at Edward Bain – Dual Language or Bullen **and** are **not** English proficient. All other students who are not English proficient are identified as English Learners (EL).*

The enrollment for students with disabilities (*as defined by IDEA-Individuals with Disabilities Act*) decreased, from 2,685 in 2022-23, to 2,646 in 2023-24. These students currently account for 14.2% of the overall KUSD population compared to 14.0% in 2022-23.

KUSD continues to expand its diverse student population. The combined nonwhite race/ethnicities make up a majority of the student population at 55.4%. The enrollment distribution for Asian, Black, American Indian, and Native Hawaiian/Pacific Islander remains constant. A continual increase can be seen in the number of students identified as Hispanic students.

The full report including the appendices listed below can be found at the following link: <http://kUSD.edu/sites/default/files/document-library/english/third-friday.pdf>."

No action was taken, as this report was for informational purposes.

Mr. Patrick Finnemore, Director of Facilities, presented the School Safety Law Requirements submitted by himself, Mr. Haithcock, and Dr. Weiss, excerpts follow:

"On March 26, 2018, former Governor Walker signed the Wisconsin School Safety Bill which created a new Office of School Safety in the Department of Justice (DOJ) and provided \$100M in funding for school safety grants of which KUSD received \$2,121,287. In addition to the grant funding, the new school safety law contained other requirements some of which require School Board review and approval. This report will serve as the formal Board approval of these requirements for 2023.

The law requires [State Statute 118.07(4)(b-e)] that school districts file a copy of their school safety plan with the Department of Justice Office of School Safety prior to January 1, 2019, and before January 1 every year thereafter. We will submit our safety plan as part of the annual submittals to the DOJ at the end of December. The law also requires that the School Board review and approve the plan every three years, and that local law enforcement also review the plan.

Even though the District is not required to have a formal review and approval of the entire plan annually, we have chosen to do have our Kenosha County Emergency Management Director perform an annual review of any changes we make. The major changes this year were:

- We added a new section covering mass dismissal which covers all of the major roles and assignments in the event that a large number of parents come to a school to pick up their children after an event that does not warrant an offsite reunification and/or cancelling school for the remainder of the day (that procedure starts on page 52 of the EOP).
- We added a two-page summary on our threat assessment process per the recommendation of the DOJ Office of School Safety (pages 21 and 22 of the EOP).
- We updated the contact list which is something we do annually (that list starts on page 101 of the EOP).
- One other change we made per the recommendation of the DOJ was to add steps to every procedure regarding providing access for students and staff to counselors and other student support services after an emergency. Those additions were made near the end of every major procedure.

The changes were reviewed and approved by Kenosha County Emergency Management Director, Sgt. Christopher Hannah of the Kenosha County Sheriff's Department on September 23, 2023.

Administration recommends that the School Board approve the Annual School Safety Law Requirements as described in this report for the 2023-2024 school year on October 24, 2023."

Mr. Battle moved to approve the Annual School Safety Law Requirements as described in the above-named report. Second by Mrs. Schmaling. Motion carried unanimously.

Dr. Weiss presented the Expulsion Independent Hearing Officers – Resolution 418 as submitted by himself and Mr. William Haitcock, Chief of School Leadership, excerpts follow:

“Administration recommends that the Board of Education authorize the appointment of Ms. Therese Freiberg, a former MPS attorney, as the primary Hearing Officer for the purpose of expulsion hearings for the 2023-24 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 418 – Resolution to Authorize Independent Hearing Officers to Determine Pupil Expulsions for the 2023-2024 School Year.”

Mrs. Modder moved to accept the administration’s recommendation as presented. Second by Mr. Price. Motion carried unanimously.

Mrs. Julie Housaman, Chief Academic Officer, along with Ms. Stacy Guckenberger, Director of Special Education and Student Support, presented revisions to Board Policy and Rule 5534 – Medication, submitted by Mrs. Housaman, Ms. Guckenberger, and Dr. Weiss, excerpts follow:

“School Board Policy and Rule 5534-Medication-was originally approved in 1991 and most recently revised in August of 2013. Since that time there has been a shift in guidance for medication administration to students within the school setting. Current Kenosha Unified School District policy on medication administration and management does not align with current recommendations from the Wisconsin Department of Public Instruction, the National Association of School Nurses, or the Wisconsin Public Health Association. These professional medical agencies have provided recommendations for school district policies on medication administration and management based upon current research. The proposed revisions to School Board Policy and Rule 5534 are based upon:

- Recommendations from professional medical agencies;
- Collaboration among Kenosha Unified School District school nurses, Kenosha County Public Health Nurses, and Kenosha Unified School District special health needs nurses; and
- A recommendation to add information on medication disposal from Curriculum/Program Standing Committee which met and reviewed the policy at their October 10, 2023 meeting.

Administration recommends that the Board of Education grant approval to revise Kenosha Unified School District Policy and Rule 5534-Medication-as a first reading on October 24, 2023, and a second reading on November 14, 2023.”

Mr. Battle moved that the KUSD Policy and Rule 5534 – Medication be approved as presented as a first reading. Second by Mrs. Schmaling. Motion carried unanimously.

Dr. Weiss presented changes to Policy 8850 – School Board Committees, as submitted by himself, excerpts follow:

“Administration recommends that the board approve the proposed revisions to Policy 8850 – School Board Committees as a first reading on October 26, 2023, and a second reading on November 14, 2023.”

Mrs. Modder moved to accept the revisions to Policy 8850 – School Board Committees as as a first reading. Second by Mr. Price. Motion to amend made by Mr. Meadows to include that “The Board President will work with the Superintendent as well as the Committee Chairman to select members.” Second by Mr. Price. Motion carried 4-3 with Mr. Battle, Mrs. Schmaling, and Ms. Adams dissenting. Original motion as amended failed 3-4 with Mr. Battle, Mr. Meadows, Mrs. Schmaling, and Ms. Adams dissenting.

Mr. Meadows made a motion to strike Policy 8850, which would disband all Standing Committees of the board. Second by Mr. Battle. Motion failed 3-4 with Mrs. Modder, Ms. Stevens, Mr. Price, and Ms. Adams dissenting.

Mr. Finnemore, along with Ms. Emily Riedler, Food Services Director, presented revisions to Food Service Policies and Rules 3520 – School Nutrition Program, and 3522 – Milk Program, submitted by Mr. Finnemore, Ms. Riedler, and Dr. Weiss, excerpts follow:

“As part of the Wisconsin School Board Association (WASB) review of the KUSD School Board policies, one of the recommendations was to review and update Policy and Rule 3520 related to School Nutrition Programs which had not been updated in over a decade. Policy 3522 which governs the Milk Program had also not been updated in over a decade and was included in our review. This report summarizes the proposed changes to these two policies and the attachments to this report provide copies of the proposed new language.

Administration recommends that the School Board approve as a first reading on October 24, 2023, and as a second reading on November 14, 2023.”

Mrs. Modder made a motion to accept changes to all three policies as presented as a first reading. Second by Ms. Stevens. Motion carried unanimously.

Ms. Stevens presented Resolution 416 – American Education Week: November 13-17, 2023 which read as follows:

“*WHEREAS*, American Education Week is designated to celebrate and honor the individuals who are dedicated to ensuring every child receives a quality education; and

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

the National Association of State Boards of Education, the National Association of Elementary School Principals, the National Association of Secondary School Principals, the National Education Association, National PTA, the National School Boards Association, and the National School Public Relations Association; and

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

WHEREAS, all students, parents, employees, volunteers and stakeholders share responsibility for promoting and maintaining a nurturing, safe academic environment in which every student shall be provided excellent, challenging learning opportunities and experiences that prepare them for success; and

WHEREAS, all Kenosha Unified staff work tirelessly to serve our children and community with great care and professionalism; and

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

NOW, THEREFORE, be it resolved that Kenosha Unified School District does hereby proclaim November 13-17, 2023, as the annual observance of American Education Week.

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

Ms. Stevens moved to approve Resolution 416 – American Education Week: November 13-17, 2023. Second by Mrs. Modder. Motion carried with Mr. Meadows dissenting.

Mr. Price presented Resolution 417 – National Native American Heritage Month 2023 which read as follows:

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

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

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

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

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

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

WHEREAS, corresponding school activities held in November, as well as throughout the school year, will educate students about Native American cultures, traditions and contributions that have impacted business, law, education, politics, science, the arts and more.

NOW, THEREFORE, BE IT RESOLVED that Kenosha Unified School District's Board of Education does hereby adopt this resolution to proclaim November as National Native American Heritage Month.

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

Mr. Price moved to approve Resolution 417 – National Native American Heritage Month 2023. Second by Ms. Stevens. Motion carried with Mr. Meadows dissenting.

There were no Donations to the District.

There were no Board Member announcements made.

Ms. Stevens moved to adjourn the meeting. Second by Mr. Meadows. Motion carried unanimously.

Meeting adjourned at 9:38 p.m.

Denise Ewing
School Board Secretary

Kenosha Unified School District
Kenosha, Wisconsin
Summary of Cash Receipts and Disbursements
November 14, 2023

CASH RECEIPTS	reference	total
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October 2023 Wire Transfers-In, to Johnson Bank from:

WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 2,397,589.28
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	59,653.56
Bankcard Services (Purplepass)	<i>fine arts ticket sales receipts (net of fees)</i>	4,132.09
Bank (Infinite Campus)	<i>district web store receipts (net of fees)</i>	74,418.42
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	44,179.42
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	54,182.43
Total Incoming Wire Transfers		2,634,155.20

October 2023 Deposits to Johnson Bank - All Funds:

General operating and food services receipts	<i>(excluding credit cards)</i>	160,510.77
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TOTAL OCTOBER CASH RECEIPTS

\$ 2,794,665.97

CASH DISBURSEMENTS	reference	total
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October 2023 Wire Transfers-Out, from Johnson Bank to:

Payroll & Benefit wires

Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 8,866,835.46
WI Department of Revenue	<i>state payroll taxes</i>	503,058.84
WI Department of Revenue	<i>state wage attachments</i>	3,706.83
IL Department of Revenue	<i>IL state payroll taxes</i>	10,912.92
IRS	<i>federal payroll taxes</i>	2,993,954.08
Delta Dental	<i>dental insurance premiums</i>	218,703.99
Diversified Benefits Services	<i>flexible spending account claims</i>	4,615.73
NVA	<i>vision insurance premiums</i>	19,874.33
Aflac	<i>insurance premiums</i>	42,177.13
Optum	<i>HSA</i>	282,757.54
Various	<i>TSA payments</i>	336,987.52

Subtotal 13,283,584.37

General Operating Wires

US Bank	<i>purchasing card payment-individuals</i>	193,320.29 *
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	18,371.22
United Healthcare	<i>health insurance premiums</i>	4,275,916.88
Various	<i>returned checks</i>	200.00

Subtotal 4,487,808.39

Total Outgoing Wire Transfers \$ 17,771,392.76

October 2023 Check Registers - All Funds:

Net payrolls by paper check	<i>Register# 01020DP, 01021DP</i>	\$ 18,802.26
General operating and food services	<i>Check# 627497 thru Check# 628373 (net of void batches)</i>	3,708,978.96
Total Check Registers		\$ 3,727,781.22

TOTAL OCTOBER CASH DISBURSEMENTS

\$ 21,499,173.98

*See attached supplemental report for purchasing card transaction information

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

Billing Cycle Ending October 16, 2023

Merchant Name	Total
FIRST SUPPLY KENOSHA	\$ 13,565.31
RESTAURANTS & CATERING	\$ 6,572.73
L & S ELECTRIC, INC.	\$ 6,188.00
AD MADISON	\$ 5,887.00
VEHICLE MAINT. & FUEL	\$ 5,399.59
JMB & ASSOCIATES	\$ 5,346.84
MENARDS KENOSHA WI	\$ 4,786.74
NORTHERN MECHANICAL...	\$ 4,774.79
MAXON EQUIPMENT INC.	\$ 4,773.77
IC* INSTACART	\$ 4,432.78
MARK'S PLUMBING PARTS	\$ 4,248.20
HEAT & POWER PRODUCTS INC	\$ 4,178.38
PDC	\$ 4,134.00
LPI 8009509952	\$ 3,900.00
MID STATE EQUIP SALEM 010	\$ 3,866.39
PBBS EQUIPMENT CORPORA	\$ 3,775.33
HYDRO-FLO PRODUCTS INC	\$ 3,714.02
HOTEL	\$ 3,450.28
HAJOCA KENOSHA PC354	\$ 3,419.45
HALLMAN LINDSAY PAINTS -	\$ 2,789.71
AMZN MKTP US*T198T5PH0	\$ 2,784.40
ULINE *SHIP SUPPLIES	\$ 2,649.98
ATL SPRINTERS	\$ 2,574.00
HIGHWAY C SERVICE INC	\$ 2,535.79
APPLE HOLLER	\$ 2,448.00
TRUGREEN *LOCKBOX	\$ 2,410.88
LYNCH TRUCK CENTER	\$ 2,184.91
(PC) 3654 INTERSTATE	\$ 1,892.47
MILWAUKEE TRACTOR & EQUI	\$ 1,845.00
AIRLINE	\$ 1,782.99
GRAINGER	\$ 1,651.19
IN *GROHS ELECTRIC LLC	\$ 1,518.92
IN *KAIN ENERGY CORPORATI	\$ 1,517.50
DRAMATISTS PLAY SERV	\$ 1,500.00
STERICYCLE INC/SHRED-IT	\$ 1,404.51
BROADWAY IN CHICAGO	\$ 1,374.00
MILW PUBLIC MUSEUM	\$ 1,320.00
WADA FEES	\$ 1,315.60
BRODER BROS., CO	\$ 1,235.85
SAN-A-CARE	\$ 1,218.65
WASBO FOUNDATION	\$ 1,190.00
SHERWIN WILLIAMS 703481	\$ 1,187.53
CARDIO PARTNERS INC	\$ 1,109.60
STATE CHEMIC*STATE CHE	\$ 1,067.00
IN *MASCOT JUNCTION INC	\$ 1,061.93
MUSICFOLDER.COM - USD	\$ 1,002.91
LYNCH CHEVROLET OF KENOSH	\$ 1,000.00

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

Billing Cycle Ending October 16, 2023

Merchant Name	Total
TOWN & COUNTRY GLASS	\$ 984.69
SWANK MOTION PICTURES IN	\$ 960.00
DAVIS ULMER SPRINKLER CO	\$ 937.74
ZORN COMPRESSOR & EQUIPM	\$ 919.67
SWEETWATER SOUND	\$ 919.02
MARTIN PETERSEN COMPANY I	\$ 907.81
DASH MEDICAL GLOVES	\$ 850.00
HOLLAND SUPPLY INC	\$ 834.06
IN *A BEEP, LLC	\$ 798.50
RICHARDSON FARM	\$ 792.00
SQ *PRINGLE NATURE CENTER	\$ 786.00
LOWES #02560*	\$ 784.82
SP BULBAMERICA	\$ 772.58
WALMART.COM	\$ 746.84
EVERWHITE CORPORATION	\$ 736.00
AMZN MKTP US*TX4ZT1BQ1	\$ 730.00
IMPACT APPLICATIONS	\$ 730.00
FARM & FLEET STURTEVANT	\$ 727.44
SAMS CLUB #6331	\$ 722.19
AMZN MKTP US*TE3Z21PQ2	\$ 708.50
BUDGET.COM PREPAY	\$ 705.73
USPS.COM POSTAL STORE	\$ 669.20
KIMBALL MIDWEST PAYEEZY	\$ 663.69
DEMCO INC	\$ 658.37
MWCGC	\$ 650.00
FASTSIGNS 301101	\$ 631.56
CDW GOVT #LZ63942	\$ 629.51
HARRISON BROS SUPPLY	\$ 607.42
SPIRAL BINDING LLC	\$ 598.00
DRI*ERGOTRON, INC.	\$ 563.55
DK HARDWARE SUPPLY LLC	\$ 557.25
HUDL	\$ 549.00
MENARDS RACINE WI	\$ 546.38
MICHAELS #9490	\$ 545.81
WISCONSIN FOUNDATION F	\$ 510.00
SAMSClub.COM	\$ 499.94
WAL-MART #1167	\$ 463.99
AMZN MKTP US*TX9U95OQ1	\$ 446.08
THE ASSOCIATED COLLEGIATE	\$ 445.49
JON DON MOTO #888	\$ 441.25
BERLS COMMER SUPPLY	\$ 438.76
BEACON ATHLETICS, LLC	\$ 434.00
CAREERSAFE ONLINE	\$ 409.75
BEST BUY 00011916	\$ 399.99
APSTYLEBOOK.COM	\$ 399.00
EB AUTHOR STUDY WITH	\$ 375.00
NOVISIGN LTD	\$ 360.00

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

Billing Cycle Ending October 16, 2023

Merchant Name	Total
PAYPAL *WHPE	\$ 350.00
MYEVENT-ELITEWEEKEND	\$ 350.00
FASTENAL COMPANY 01WIKEN	\$ 346.59
WPY*THE ZONES OF REGULATI	\$ 330.00
BAY RIDGE CLEANERS	\$ 329.55
IN *ECONO HOLDING COMPANY	\$ 319.30
SQ *DJ FELIX ENTERTAINMEN	\$ 311.40
MAILCHIMP *MISC	\$ 310.00
HALOGEN SUPPLY COMPANY IN	\$ 309.65
SAMSClub #6331	\$ 309.58
DF SUPPLY INC	\$ 305.62
WOODWORKERS HARDWARE I	\$ 304.49
TEACHERSPAYTEACHERS.COM	\$ 278.56
WWW.SCIC.COM	\$ 275.88
COSTCO WHSE #1198	\$ 262.98
AMAZON.COM*TX7XI3PG1	\$ 258.19
WM SUPERCENTER #1167	\$ 255.12
NASSP PRODUCT & SERVICE	\$ 250.00
NAVIGATE360 LLC	\$ 249.00
BOOSTERS INC	\$ 238.00
SMUGMUG.COM	\$ 237.38
VISTAPRINT	\$ 234.96
YAHOO SMALL BUSINESS	\$ 233.98
AMZN MKTP US*TX99R5NN0	\$ 231.00
AMAZON.COM*T15XR6EV1	\$ 226.98
THE WEBSTaurant STORE INC	\$ 222.14
ACADEMY OF NUTRITION A	\$ 219.00
FESTIVAL FOODS	\$ 217.47
SIGNUPGENIUS	\$ 215.78
PODS 9/100	\$ 212.16
IMSE	\$ 210.00
DRI*STELLAR SOFTWARE	\$ 209.95
AMZN MKTP US*T123X41F2	\$ 205.45
SP QIDI3D UK	\$ 204.60
GFS STORE #1919	\$ 204.15
OFFICEMAX/OFFICEDEPT#2920	\$ 202.67
AMZN MKTP US*TE9086GP0	\$ 200.01
KENOSHA PUB MUSEUM	\$ 200.00
SMORE.COM	\$ 198.00
USPS PO 5676800171	\$ 198.00
WALMART.COM 8009666546	\$ 197.49
JOHN POWLESS TENNIS CENTE	\$ 194.00
CHRISTOPHER R GREEN SR	\$ 191.00
WISCONSIN ASSOCIATION OF	\$ 190.00
HARDWARE DISTRIBUTORS I	\$ 188.87
THINK SOCIAL PUBLISHING,	\$ 179.27
WI DHFS LEAD AND ASBESTOS	\$ 175.00

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

Billing Cycle Ending October 16, 2023

Merchant Name	Total
WISCONSIN MUSIC EDUCATORS	\$ 175.00
SPECTRUM	\$ 166.53
DISCOVERY EDUCATION	\$ 165.00
AAA SSP FL0994	\$ 160.35
SCHOOL CASH SUPPLIES	\$ 159.02
PIGGLY WIGGLY	\$ 154.66
PRO-ED, INC.	\$ 154.03
IKEA 443046881	\$ 146.63
SP IFIXIT	\$ 144.94
EVENTGROOVE	\$ 144.61
CABLE TIES PLUS	\$ 144.35
USPS PO 5642800260	\$ 139.21
AMZN MKTP US*T14496LO2	\$ 134.44
24HOURWRISTBANDS.COM	\$ 125.00
FUN EXPRESS	\$ 121.93
AMERICAN RED CROSS	\$ 120.00
US MATH RECOVERY C	\$ 120.00
MCMaster-CARR	\$ 119.68
IC* COSTCO BY IN CAR	\$ 119.08
VIKING ELECTRIC-MILWAUKEE	\$ 118.04
PAYPAL *FIELDPRINT	\$ 117.00
AMZN MKTP US*T92NQ7MZ2	\$ 112.07
AMZN MKTP US*TX1HZ7Q42	\$ 109.95
ALLPARTITIONS	\$ 109.00
JIFFYSHIRTS.COM	\$ 107.50
DNR WS2 PRK PARKS EPAY	\$ 105.90
MEIJER # 292	\$ 104.72
IC* INSTACART*SUBSCRIP	\$ 104.45
DECKER EQUIP SCHOOL FIX	\$ 103.95
ABLOOM FLORIST INC	\$ 103.78
SQ *STAR ROLLER RINK	\$ 100.00
PADLET* PADLET SOFTWARE	\$ 99.99
AMZN MKTP US*TX1353PK2	\$ 95.80
DELTAMATH.COM	\$ 95.00
PICK N SAVE #874	\$ 94.32
AMZN MKTP US*T18837XM1	\$ 90.30
CUSTOMLANYARD.NET	\$ 89.12
ALDI 64007	\$ 87.25
ROGUE	\$ 86.45
WONDERLAND CAMP & CONFE	\$ 86.10
NATIONAL COUNCIL OF SUPER	\$ 85.00
MARTINOS - 2	\$ 82.30
AMZN MKTP US*TE5508K70	\$ 79.98
AMAZON.COM*TX64P3DP0	\$ 79.85
WINSORLEARNING.COM	\$ 78.00
AMAZON.COM*T94FF7AC1	\$ 72.20
AMZN MKTP US*T13CU5002	\$ 71.60

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending October 16, 2023

Merchant Name	Total
TENNISREPORTING	\$ 70.00
SP REGULATED CLASS	\$ 69.98
MEIJER # 284	\$ 68.56
ZORO TOOLS INC	\$ 68.55
SCHOOL NUTRITION ASSOC	\$ 68.00
AM LEONARD	\$ 67.37
USPS PO 5666100158	\$ 66.00
STRAWBRIDGE STUDIOS INC	\$ 65.70
GIMKIT PRO - 1 YEAR	\$ 59.88
SAMS CLUB#6331	\$ 59.70
JOHNSTONE SUPPLY - RACINE	\$ 58.94
ROBERT BROOKE & ASSOCIATE	\$ 53.65
PRAIRIE SIDE ACE HARDWARE	\$ 48.51
AMAZON.COM*TE73P5352	\$ 46.42
AMAZON.COM*TE86P56O1	\$ 45.93
AMZN MKTP US*TX1X34762	\$ 45.14
AMAZON.COM*TE8F59XD2	\$ 39.16
SMK*WUFOO.COM CHARGE	\$ 39.00
HOERNEL LOCK & KEY INC-KE	\$ 38.87
LESSONPIX INC	\$ 36.00
AMZN MKTP US*TX43Z0MK1	\$ 35.99
AMZN MKTP US*T13W505N1	\$ 33.24
REINDERS BRISTOL	\$ 32.14
ADOBE *STOCK	\$ 31.64
AMAZON.COM*TX3D76PA1	\$ 31.32
JC LICHT - 1290 - KENOSHA	\$ 31.17
AMZN MKTP US*TP5Y67OR0	\$ 31.12
AMAZON.COM*TE46J7UZ0	\$ 30.14
AMAZON.COM*T92UT7WG0	\$ 29.73
FLEET FARM 1500	\$ 29.50
INTERNATIONAL LITERACY AS	\$ 29.00
AMZN MKTP US*T93H85UP2	\$ 28.99
WISCONSIN EDUCATIONAL MED	\$ 27.00
MY WHITEBOARDS.COM	\$ 26.94
CROWN TROPHY	\$ 26.73
AMZN MKTP US*T14NZ9JG2	\$ 25.58
SP PMI PHOTO	\$ 24.99
SUNNYSIDE FLORIST OF KENO	\$ 24.00
PETCO #618 63506182	\$ 23.96
AMAZON.COM*TX1TG7QQ0	\$ 21.47
BLUE KANGAROO - KENOSHA	\$ 20.70
HOBBY LOBBY #350	\$ 20.20
CHATGPT SUBSCRIPTION	\$ 20.00
AMAZON.COM*T93KB70Z1	\$ 19.38
AMZN MKTP US*TR81T2QG1	\$ 18.97
WALGREENS #9605	\$ 18.93
DOLLAR TREE	\$ 17.14

KUSD Purchasing Card Program - Individual Cardholders

Transaction Summary by Merchant

Billing Cycle Ending October 16, 2023

Merchant Name	Total
AMZN MKTP US*T14MR5GT0	\$ 16.14
ZOOM.US 888-799-9666	\$ 15.99
AMAZON PRIME*T110S67S2	\$ 15.05
TARGET.COM *	\$ 15.02
DRAMANOTEBOOK COM	\$ 12.95
AMAZON.COM*T91EC41O1	\$ 12.22
CHESTER ELECTRONIC SUPPLY	\$ 11.98
SPOTIFY USA	\$ 11.59
AMZN MKTP US*TE0J89T11	\$ 11.59
AMZN MKTP US*T91EM3UR0	\$ 10.54
AMAZON.COM*TE2FP91C0	\$ 9.79
J.W. PEPPER	\$ 3.20
VUDU.COM	\$ 2.10
RACINE JOURNAL TIMES	\$ 1.00
KENOSHA AREA BUSINESS	\$ (115.00)
US Bank Purchasing Card Payment - Individuals	\$ 193,320.29

KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 14, 2023

Administrative Recommendation

It is recommended that the October 2023 cash receipt deposits totaling \$160,510.77, and cash receipt wire transfers-in totaling \$2,634,155.20, be approved.

Check numbers 627497 through 628373 (net of voided batches) totaling \$3,708,978.96, and general operating wire transfers-out totaling \$4,487,808.39, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the October 2023 net payroll and benefit EFT batches totaling \$13,283,584.37, and net payroll check batches totaling \$18,802.26, be approved.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Lisa M. Salo, CPA
Accounting Manager

**Kenosha Unified School District
Kenosha, Wisconsin**

November 14, 2023

POLICY AND RULE 5534—MEDICATION

Background

School Board Policy and Rule 5534—Medication—was originally approved in 1991 and most recently revised in August of 2013. Since that time there has been a shift in guidance for medication administration to students within the school setting. Current Kenosha Unified School District policy on medication administration and management does not align with current recommendations from the Wisconsin Department of Public Instruction, the National Association of School Nurses, or the Wisconsin Public Health Association. These professional medical agencies have provided recommendations for school district policies on medication administration and management based upon current research.

The proposed revisions to School Board Policy and Rule 5534 are based upon:

- Recommendations from professional medical agencies;
- Collaboration among Kenosha Unified School District school nurses, Kenosha County Public Health Nurses, and Kenosha Unified School District special health needs nurses; and
- A recommendation to add information on medication disposal from Curriculum/Program Standing Committee which met and reviewed the policy at their October 10, 2023 meeting.

Recommendation

Administration recommends that the Board of Education approve revised Policy and Rule 5534—Medication as a second reading.

Dr. Jeffery Weiss
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

Ms. Stacy Guckenberger
Director of Special Education and Student
Support

POLICY 5534
MEDICATION

~~Nonprescription and prescription drugs shall be taken by students and administered by authorized school employees on behalf of the parent/guardian of the student in accordance with this policy, established District procedures, and state law requirements.~~

Nonprescription and prescription medications should be administered to school children at home, rather than at school, whenever possible. School personnel who are authorized to do so may administer medications to students under the procedures and conditions established to implement this policy that are developed with the assistance of a school nurse and adopted by the School Board.

“Administer” means the direct application of a nonprescription ~~drug~~ **medication** product or prescription ~~drug~~ **medication**, whether by injection, ingestion or other means, to the human body. “~~Drugs~~” **“Medications”** means any substance recognized as a ~~drug~~ **medication** in the official U.S. pharmacopeia and national formulary or official homeopathic pharmacopeia of the United States or any supplement to either of them. “~~Drug~~ **Medication** product” means a specific ~~drug~~ **medication** or ~~drugs~~ **medications** in a specific dosage form and strength from a known source of manufacture. “Nonprescription ~~drug~~ **medication** product” means any nonnarcotic ~~drug~~ **medication** product which may be sold without a prescription order and which is prepackaged for use by consumers and labeled in accordance with the requirements of state and federal law. **Cannabidiol (CBD) products are neither “prescription medications” nor “nonprescription medication products” (i.e., over-the-counter medications) as those terms are defined under state law. As a result, school employees or school volunteers who might administer a CBD product to a student in response to a parent’s or guardian’s request could not claim the legal protections that are offered under the state’s medication administration law.** “Practitioner” means any physician, dentist, optometrist, physician assistant, advanced practice nurse practitioner, or podiatrist licensed by the state.

Authorized school employees may administer a prescription ~~drug~~ **medication** to a student in compliance with the written directions of a practitioner if the student's parent/guardian consents in writing. Authorized school personnel may administer nonprescription ~~drug~~ **medication** products with the written consent of the student’s parent/guardian. The **prescription and nonprescription ~~drug~~ **medication** product is supplied and brought to the school office by the pupil’s parent or guardian in the original manufacturer’s package or in the original pharmacy-labeled container** and the package lists the ingredients and recommended therapeutic dose in a legible format

A copy of all written directions by a practitioner and written consent by a parent/guardian shall be on file in the school office. These directions shall be renewed annually or more frequently if there is a change in medication or dosage. Primary responsibility for the medical management and welfare of the children rests with the parent. The District’s intention will be to administer as few doses as possible during the school day without impacting the health care of any student.

No school employee, except a healthcare professional (e.g. physician, registered nurse, or licensed practical nurse), shall be required to administer medication to a student by injection. Each principal shall arrange to have volunteer employees for administration of medication by injection for emergency situations or situations in which the well-being of a student is involved. Such employee volunteers may administer medication by injection in accordance with the written directions of a physician, written consent of a student’s parent/guardian, and the written authorization of the principal. Training and

periodic monitoring of the employee volunteer shall be completed by a health care professional prior to the administration of any medication to a student by injection.

LEGAL REF.: Wisconsin Statutes

Sections 118.125 Confidentiality/maintenance of student records
 118.29 Medication administration by school personnel; policy/procedure requirements
 118.291 Student possession and use of inhalers
 118.29(2)2m Wisconsin Administrative Code: Administer epinephrine
 118.2925 Life-threatening allergies in schools; allergy management plan and use of epinephrine
 118.29(3) Emergency Care: Civil Liability Exemption
 121.02(1)(g) Emergency nursing services standard
 146.81 - 146.83 Confidentiality of patient health care records
 441.18 Authority of certified advanced practice nurses to prescribe and deliver opioid antagonists to designated individuals and to issue a standing order to persons authorizing the dispensing of an opioid antagonist.
 448.037 Authority of physician or physician assistant to prescribe and deliver opioid antagonists to designated individuals and to issue a standing order to persons authorizing the dispensing of an opioid antagonist.

 Wisconsin Administrative Codes
 PI 8.01(2)(g) Emergency nursing services requirements; medication administration procedures required
 N 6.03(3) Supervision and delegation of nursing acts

CROSS REF.: 5434 Student Alcohol and Other Drug Use
 5531 Emergency Care Services

AFFIRMED: August 13, 1991

REVISED: January 23, 1996
 February 10, 1998
 September 26, 2000
 February 22, 2011
 August 27, 2013
 October 24, 2023

RULE 5534
MEDICATION

A. Required Written Statements

1. Copies of all required written directions of a practitioner and written consent of a parent/guardian pertaining to administration of medication to a student shall be filed in the school ~~nurse's or principal's~~ **or health** office.
2. ~~The practitioner providing the direction and prescribing the medication must state in writing, either on the prescription or in a letter, the name of the student, the name of the drug including strength, dosage, time indications, and duration of the prescription; the specific conditions under which he/she should be contacted regarding the condition or reactions of the student receiving the prescription medication. The practitioner must also express a willingness to accept communication from the person dispensing or administering the prescription medication.~~ **The school must receive written instructions from the student's health care practitioner regarding the administration of the prescribed medication. These instructions shall include the medication name, dose, route, frequency, time/conditions, duration, and the healthcare practitioner's name and contact information. By signing the medication authorization form, the parent/guardian permits designated school staff to contact the health care practitioner at any time with questions or concerns related to their child's medical condition.**

B. Medication Administration

1. Designated school employees i.e. health/information assistants, principals, secretaries, teachers, counselors, will dispense and administer medication at the elementary and middle school level.
2. **Middle and Senior** high school students will be allowed to **carry and** administer their own **emergency** medication (**i.e., epinephrine auto injector [EpiPen], rescue inhaler, glucagon, insulin**) with written parent/guardian **and practitioner** permission. Any ~~secondary~~ school student needing prescription medication during school hours must have the prescription **and medication** on file in the ~~nurse's~~ **school or health** office. If a student is unable to administer his/her own medication, a designated school employee will assume this responsibility.
3. Parents/guardians of students taking medications labeled ~~twice~~ **more than once** daily shall administer these at home, unless otherwise ordered by a physician **and approved by the building administrator.**
4. **Daily morning medications should only be administered on a case-by-case basis upon administrative approval.**
5. ~~Parents/guardians of students taking medications labeled three times daily shall administer the first and last dosage, unless otherwise ordered by a practitioner - designated personnel shall administer the middle dosage.~~ **Designated school employees will take on the responsibility of a midday/lunch medication dose during school hours.**
6. ~~Parents/guardians of students taking medications labeled four times daily shall administer the first, third and fourth dosage and the school shall administer the second.~~
6. **School personnel who have received all state-mandated and any district-required training may administer an opioid antagonist to any student or other person who appears to be undergoing an opioid-related drug overdose if, as soon as practicable, the person administering the drug reports the drug overdose by calling for an emergency medical service provider.**
7. ~~WI School A Department of Public Instruction-approved Meds~~ **medication** on-line training course **will be provided** for school personnel.

C. Medication Storage, **Disposal**, and Recordkeeping

1. All medication must be supplied in the original container. **Prescription medication must be in the original pharmacy-labeled container.** The label on the bottle must contain the name and telephone number of the pharmacy, the pupil's identification, name of the practitioner, medication name, number dispensed, strength, dose, route, times or circumstances for medication to be given, special directions for storage or dispensing. Non-prescription medication must be in the original container with the directions on the container including the pupil's name. The ~~prescribed~~ medication shall be kept in a locked cubicle or drawer. Taking the medication shall be supervised by the designated school personnel at the time conforming with the indicated schedule.
2. Anyone dispensing or administering medication under Board policy and these procedures shall record such action in ~~a log kept in the school nurse's or school office.~~ **the student information management system.** This ~~log will~~ **documentation should** contain the recorded time the medication was administered and ~~the initials of the person~~ who was responsible for the administration of the medication.
3. **For field trips and other cocurricular or extracurricular activities held off school premises, student medication will be stored in a secure location determined appropriate by the activity supervisor, keeping in mind the manufacturer's or health practitioner's storage instructions. Designated school employees shall administer medications and document on the provided medication administration record with the date, time, and staff initials.**
4. **Student medications that have been used will be disposed of in a safe and proper manner in accordance with the Wisconsin Department of Public Instruction's Guidelines for Disposal of Medications in the Schools.**
5. Any unused medication at the end of the period for which it was prescribed shall be picked up by the parent/guardian after notification to the parent/guardian, or the medication shall be destroyed.
6. **Controlled substances will be locked and secured. The school nurse will perform a weekly count witnessed by a secondary employee and recorded.**

D. Liability Exemption

School employees, except health care professionals, shall be immune from civil liability for any acts or omissions in administering medication to students in accordance with Board policy, these procedures and state law requirements unless the act or omission constitutes a high degree of negligence.

School employees and volunteers, other than health care professionals, who in good faith render emergency care to a student, are immune from civil liability for any of their acts or omissions in rendering such emergency care.

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 14, 2023

REVISIONS TO FOOD SERVICES POLICIES & RULES

Background

As part of the Wisconsin School Board Association (WASB) review of the KUSD School Board policies, one of the recommendations was to review and update Policy and Rule 3520 related to School Nutrition Programs which had not been updated in over a decade. Policy 3522 which governs the Milk Program had also not been updated in over a decade and was included in our review. This report summarizes the proposed changes to these two policies and the attachments to this report provide copies of the proposed new language.

Policy 3520 – School Nutrition Programs:

Policy 3520- School Nutrition Programs was last updated in 2007. Since its last update, there have been numerous changes to the School Nutrition programs as a result of the United States Department of Agriculture (USDA) regulatory updates. The following is a summary of the major changes being proposed to the policy:

- Inclusion of the District's Nondiscrimination Statement and District Complaint Information.
- Removal of Rule 3520, as this information is being included within the updated policy.
- Significant updates related to School Nutrition Programs Free and Reduced-Price Meal Eligibility describing the ways students may qualify for free or reduced priced meals and general information related to the application process including:
 - Information related to the Community Eligibility Provision (CEP) was added as the district has had schools participating in CEP since 2014 and is currently operating the program district-wide.
 - Initial Eligibility and Carryover and Transfer Eligibility was included in the policy.
- Updates regarding unpaid meal charges and collections, in accordance with Federal Regulations and KUSD procedures, include the following:
 - USDA memo SP 46-2016 states that schools operating the school meals programs are required to have a written and clearly communicated policy to address unpaid meal charges. The policy was required to be in effect no later than July 1, 2017. Administration developed the School Meal Charges Procedures in 2017, but it was not implemented as a School Board Policy. Current procedures were utilized to develop this policy.
 - Information related to CEP account charge procedures, payments, account management, negative account balances, and collection procedures.

- Updates related to accommodating students with disabilities include the following:
 - U.S. Department of Agriculture (USDA) regulations 7 CFR Part 15b requires the school district to make reasonable modifications to accommodate students with disabilities including providing special dietary accommodations to students with a disability which restricts their diet. The Department of Public Instruction (DPI) strongly suggests that school districts have a Special Dietary Accommodation Policy. While the Food Service Department has its own internal procedures, addition of this information within the School Board policy will allow families and staff to better understand how these situations are handled.
 - Information was added about how to request an accommodation or modification, as well as when a request will not be honored, i.e., student preference, or no qualifying medical statement provided.

Policy 3522 – Milk Program:

Policy 3522 – Milk Program was last updated in 2007. On July 1, 2011, the United States Department of Agriculture (USDA) added language to the Code of Federal Regulations stating schools were required to ensure that revenue generated from the sale of non-program foods complies with the federal requirements. This includes that all revenue from non-program foods accrues to the school food service account (Fund 50), and that proportion of total revenue from the sale of non-program foods is at least equal to the cost of such foods. Schools are required to ensure that revenue from serving reimbursable meals is not being used to subsidize non-program foods.

The Wisconsin School Day Milk Program is a state program that occurs outside of the federal National School Lunch and School Breakfast Programs. Because this is a state program, it falls under the non-program food category; and therefore, must be priced as such to ensure the cost of the milk is at least being covered. Language has also been added to this policy to reflect the USDA requirements for pricing milk that's made available outside of meal periods.

Recommendation

Administration recommends that the School Board approve revised Policy and Rule 3520 - School Nutrition Programs and Policy 3522 - Milk Program as a second reading along with approval for removal of 3520AR - School Nutrition Programs Free and Reduced Price Meal Eligibility.

Dr. Jeffery Weiss
Superintendent of Schools

Patrick Finnemore, P.E.
Director of Facilities

Emily Riedler, RD
Food Services Director

POLICY 3520

SCHOOL NUTRITION PROGRAMS

~~School nutrition programs may be provided at District schools as determined by the School Board. The Director of Food Services shall be responsible for providing food services in accordance with the program and procedures approved by the Board and consistent with applicable legal requirements.~~

~~Meal pricing strategy shall be approved by the Board. The Board shall supply school meals free or at a reduced price to students whose parents/guardians are unable to pay the prevailing price as determined by criteria based on state and federal guidelines. The Director of Food Services shall be delegated authority to determine eligibility.~~

~~The District shall not discriminate in school sponsored food services programs on the basis of sex, race, religion, age, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.~~

The District's food service program is intended to provide nutritious and appetizing meals to students. The School Board recognizes that good nutrition is vital to students' health, their mental and physical growth, and their readiness to participate and learn at school.

The food service program is operated in conjunction with federal and state school nutrition programs, including the National School Lunch Program and the School Breakfast Program.

It is the School Board's goal that the food service program shall be operated in a manner that is financially self-supporting on an operational basis, with allowances for capital expenditures (e.g., facilities and capital equipment). The price of unsubsidized school meals shall be established in accordance with the USDA meal pricing requirements. Employees and authorized school visitors may be permitted to purchase school meals according to procedures approved by the District Administrator.

The District's Director of Food Service shall have primary responsibility for the management of the District's food service program, subject to administrative supervision and Board oversight. The responsibilities of the Director of Food Service include the following:

- 1. Establish a program that meets applicable nutrition standards that is consistent with the District's school wellness policy.**
- 2. Establish and monitor implementation of a food safety program/plan that includes procedures and standards for the safe and sanitary transportation, storage, preparation, and serving of food.**
- 3. Arrange for regular inspection of the District's food service preparation and serving facilities as required by law.**

**POLICY 3520
SCHOOL NUTRITION PROGRAMS
Page 2**

4. **Work with the District's Chief Financial Officer to implement and monitor sound program accounting practices; appropriate lawful procurement procedures and financial reporting.**
5. **Arrange for and monitor the completion of training received by the District's food service employees, including training related to food safety and civil rights obligations.**
6. **Ensure the proper dissemination and processing of free and reduced-price meal applications and establish standards and procedures to ensure the appropriate confidentiality of application information and eligibility status.**
7. **Ensure that students who participate in the free or reduced-price meals program are not overtly identified, distinguished, or served differently than other students, and have the same choice of meals or milk as other students.**
8. **Work with individual students, and their parents/guardians and school to address special dietary needs.**
9. **Arrange for and verify that the District issues and provides required public notices related to the District's food service program. Such notices include (a) the District's annual public release; (b) the distribution of information letters to households with children attending District schools; (c) the appropriate posting of the most recent food safety inspection report; (d) the appropriate posting of the mandatory federal nondiscrimination poster; and (e) the inclusion of the mandatory nondiscrimination statement in appropriate publications, documents, and other informational sources.**
10. **Establish a system to collect and report program ethnic and racial data on an annual basis.**
11. **Compile all reports concerning the school nutrition programs.**

DISTRICT NONDISCRIMINATION STATEMENT AND COMPLAINT INFORMATION

Refer to KUSD School Board Policy 5110.1 – Student Equal Opportunity, Nondiscrimination, and Anti-Harassment in Education at <https://www.kusd.edu/wp-content/uploads/2021/02/5110.1.pdf>.

USDA NONDISCRIMINATION STATEMENT AND COMPLAINT INFORMATION

Refer to the U.S. Department of Agriculture (USDA) Nondiscrimination Statement at <https://www.fns.usda.gov/civil-rights/usda-nondiscrimination-statement-other-fns-programs>.

POLICY 3520
SCHOOL NUTRITION PROGRAMS
Page 3

LEGAL REF.: **Wisconsin Statutes**

- 97.33** [Certificate of food protection practices]
- 97.59** [Handling foods]
- 115.34 [School lunch program]
- 115.341 [School breakfast program]
- 115.343** [Wisconsin school day milk program]
- ~~115.345~~ [~~Elderly lunch program~~]
- 115.347** [Direct certification of school nutrition program eligibility]
- 118.13 [Student nondiscrimination]
- 120.10(16) [Annual meeting power; furnish school lunches and appropriate funds]
- 120.13(6) [Board power; apply for/receive/expend federal aid]
- 120.13(10) [Board power; furnish school meals and charge for them]

Wisconsin Administrative Code

- PI 1.11** [Food and nutrition appeals]
- PI 9.03(1) [Student nondiscrimination policy requirements]
- ~~PI 42~~ [~~School breakfast program~~]

U.S. Code & Codes of Federal Regulations

- National School Lunch Act (42 U.S.C. 1751 et.seq)
- Child Nutrition Act of 1966 (42 U.S.C. 1771 et.seq.)
- Child Nutrition and WIC Reauthorization Act of 2004
- 20 U.S.C. §1400 et seq.** [Individuals with Disabilities Education Act]
- 29 U.S.C. §794 et seq.** [Nondiscrimination under Federal grants and programs]
- 42 U.S.C. Ch. 13** [Provisions and requirements of the National School Lunch Act]
- 42 U.S.C. Ch. 13A** [Other federal programs under the Child Nutrition Act]
- 42 U.S.C. §1758(b)** [School lunch program eligibility requirements]
- 42 U.S.C. §12131 et seq.** [Americans with Disabilities Act, Title II]
- 7 C.F.R. Part 15b** [Nondiscrimination on the basis of handicap in programs or activities receiving federal aid]
- 7 C.F.R. §210.10** [Lunch and afterschool snack requirements]
- 7 C.F.R. §210.12** [Student, parent, and community involvement in school meal programs and activities]
- 7 C.F.R. §220.8** [School breakfast requirements]
- 7 C.F.R. Part 245** [Determining eligibility for free and reduced-price meals and free milk in schools]

POLICY 3520
SCHOOL NUTRITION PROGRAMS
Page 4

CROSS REF.: 3110 Annual Operating Budget
3420 Purchasing
3422 Exclusivity Agreements with Vendors
3522 Milk Program
3523 Vending Machines for Food Items
3600 School Safety
3643 Emergency School Closings (Inclement Weather)
5110 Equal Educational Opportunity/Student Discrimination Complaint
5533 Communicable Disease Control
5580 School Wellness
~~Crisis Response Manual~~ **District Emergency Operations Plan**

ADMINISTRATIVE REGULATION: ~~3520 School Nutrition Programs Free and Reduced—
Price Meal Eligibility~~ **None**

AFFIRMED: April 9, 1991

REVISED: August 8, 1995
July 27, 1999
October 28, 2003
December 18, 2007
November 14, 2023

RULE 3520
SCHOOL NUTRITION PROGRAMS

~~Family income guidelines set by state and federal authorities shall serve as the basis for determining eligibility for free or reduced price meals. Eligibility for the program will be determined by completing and forwarding the appropriate application materials to the Food Services Department, or through prequalification through the Wisconsin Department of Health and Family Services.~~

~~The Director of Food Services shall be responsible for the compilation of all reports concerning the school nutrition programs.~~

FREE AND REDUCED-PRICE MEAL ELIGIBILITY

The District participates in the National School Lunch Program and the federal School Breakfast Program. In these programs, the District follows state and federal requirements regarding a child's or household's eligibility for free or reduced-price meals, including the applicable income eligibility guidelines and all applicable nondiscrimination requirements. The primary means of establishing eligibility for free or reduced-price meals are:

- 1. Through the annual submission of an application for the free or reduced-price benefits; or**
- 2. Through direct certification, which is based on a match to state-provided data that confirms an individual child's status as a child in foster care or that confirms a household's participation in a qualifying means-tested benefit program, including Wisconsin's version of the Supplemental Nutrition Assistance Program (SNAP, also called FoodShare) and Wisconsin Works (also called W-2) cash assistance.**

SCHOOL MEAL ACCOUNT CHARGES AND ACCESS TO SCHOOL MEALS AND OTHER FOOD SERVICE ITEMS

These procedures describe how the District approaches charges and payments for meals and other items that are offered for sale within the District's food service program.

When a student purchases a school meal or other food-service item, the general rule is that payment is due no later than at the time of service. However, a student may occasionally wish to receive a school-prepared meal that the student does not have enough money to pay for, either in hand or in a pre-paid account balance. Unless the student's parent or guardian has made alternative arrangements with the school, these situations will normally be handled as follows:

- 1. Students in elementary school may charge the cost of school meals or ala carte milk up to a total negative balance of \$19.25 equivalent to about seven lunches.**
- 2. Middle and High school students are not permitted to charge meals or other food-service items, in any amount.**

**RULE 3520
SCHOOL NUTRITION PROGRAMS
Page 2**

Students who are not permitted to charge meals will be offered a courtesy snack at a price consistent with USDA required non-program foods pricing requirements. The courtesy meal normally consists of the following for breakfast and lunch: graham crackers, applesauce and milk.

In addition, even if a student's household owes a debt within the food service program, a student will always be permitted to select and receive a regular school meal at the time of meal service if either (1) the student is currently eligible to receive free meals at school, or (2) the student has sufficient funds to pay for the meal on the day the that meal is purchased.

School officials will address any possible abuse of the privilege of charging food service costs and any overuse of the courtesy snack option with the student's parent or guardian. The District may suspend one or both of these privileges if the District determines that there has been an abuse of the privilege. Indicators of possible abuse include the following: (1) a student has received 15 courtesy snacks in any school year; or (2) a household has repeatedly neglected to pay a negative balance upon reasonable notice.

COMMUNITY ELIGIBILITY PROVISION (CEP) ACCOUNT CHARGES

When/if the district is operating CEP district-wide, the following procedures will be in place:

1. All students will be allowed to eat a reimbursable breakfast and/or lunch regardless of their account balance.
2. Elementary school students will be allowed to accrue a negative balance of \$5. Once this is reached, ala carte milk will not be allowed to be purchased and milk cards will be pulled. Negative balance notices will be sent home weekly.
3. Middle and high school students are not allowed to accrue a negative balance. Students must have money in their meal account or provide a deposit at time of purchase in order to purchase ala carte items.

MODIFIED MEALS

Federal laws and regulations governing Child Nutrition Programs expressly require the District to provide a modified meal, at no extra charge, for a student who has a disability that restricts the student's diet whenever the need is supported by a sufficient written statement signed by a state-licensed healthcare professional who is authorized to write medical prescriptions. The written statement from the qualified healthcare professional must include the following:

1. A description of the child's physical or mental impairment that is sufficient to allow the District to understand how the impairment restricts the child's diet; and

**RULE 3520
SCHOOL NUTRITION PROGRAMS
Page 3**

- 2. An explanation of what must be done to accommodate the disability (for example, identifying the food(s) or ingredient(s) to be avoided, and, to the extent applicable, identifying the choice of foods or ingredients that may be reasonably substituted).**

The Medical Statement for Special Dietary Needs is available by contacting the Food Service Department.

If a medical statement is unclear or lacks sufficient detail, District staff will seek appropriate clarification from the parent or guardian and/or the healthcare practitioner so that a proper and safe meal can be provided.

Even when the need for a modification is supported by a medical statement, the District is not necessarily obligated to (1) prepare a specific meal or provide a specific food item that is chosen by the family, or (2) use a particular brand of food or food ingredient. Rather, the District's obligation is to offer a reasonable modification that effectively accommodates the child's disability, while also taking into account factors such as cost and efficiency.

When a request for an individualized meal modification is not supported by adequate documentation (i.e., a qualifying medical statement and/or a sufficiently explicit IEP requirement), the District may not provide modified meals that do not comply with applicable federal meal pattern requirements and nutrition standards. Further, the District has no legal obligation to accommodate a student's or parents or guardian's general food or dietary preferences or general concerns about health, nutrition, or certain foods. However, when supported by the written request of a medical authority that identifies the special need, the District does offer a federally approved milk substitute for students with special medical or dietary needs other than a disability, i.e. lactose intolerance.

~~ADMINISTRATIVE REGULATION~~

~~3520_SCHOOL NUTRITION PROGRAMS FREE AND REDUCED PRICE MEAL ELIGIBILITY~~

- ~~1. The Food Services Department will be responsible for the pre-qualification of students identified through the Wisconsin Department of Health and Family Services for free or reduced price meals. Students who meet these requirements will be automatically identified in the student records computer system. Eligible recipients will be notified by mail, by Food Services, that they have qualified for free/reduced meals and instructed not to complete a separate application form at their respective school.~~
- ~~2. Students who are not pre-qualified, prior to the start of school, will need to complete an application and submit it to their building principal. Building principals may review eligibility and establish free/reduced price status upon the federal guidelines provided to them by the Food Services Department. These applications must be forwarded to the Food Services Department for final determination of eligibility, and for recording in the student records computer system.~~
- ~~3. As required in the federal guidelines for school nutrition programs, three percent of all applications processed will be verified through the Business Services Office to ensure the accuracy of the eligibility of applicants.~~

POLICY 3522
MILK PROGRAM

The School Board may make additional milk available to students participating in the school nutrition programs. ~~Also, Milk may be made available at times~~ **outside of the National School Lunch and School Breakfast Programs to eligible students enrolled in prekindergarten to grade 5 through the Wisconsin School Day Milk Program.** ~~to students who do not participate in the school lunch program and may be made available at other times to elementary students as determined by the Board.~~

The District shall purchase milk free from synthetic bovine growth hormone (rBGH) if it does not jeopardize federal subsidies that the District receives to offset the cost of school meals.

When milk is made available to students who do not participate in the school nutrition programs or is made available at times other than meal periods, an established fee **in accordance with the USDA Non-Program Foods pricing requirements** shall be charged for the milk, **as determined by the Food Service Director.**

LEGAL REF.: Wisconsin Statutes

Sections 115.343 [Wisconsin school day milk program]

120.13(10) [Board power; charge for school food services]

CROSS REF.: 3280 Student Fees, Fines and Charges

3420 Purchasing

3520 School Nutrition Programs

3523 Vending Machines with Food Items

5110 Equal Educational Opportunity/Student Discrimination Complaint

5580 School Wellness

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: April 9, 1991

REVISED: July 26, 1994

October 28, 2003

December 18, 2007

November 14, 2023

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KENOSHA UNIFIED SCHOOL DISTRICT

November 14, 2023

KUSD Rightsizing Committee & Project Update

The Community Engagement Survey which collected public input produced over 4,000 responses. Since the survey only recently closed, the summary analysis of the select response statements will be presented during the November 14, 2023 School Board meeting, with the data slides available on the KUSD Rightsizing Project website: <https://www.kusd.edu/district/rightsizing/>.

The draft scenarios for proposed closures are as follows:

Elementary Scenarios:

- **EL Grape:** Closing EBSOLA-Creative Arts (boundary school only), Jefferson Elementary, McKinley Elementary, Stocker Elementary, Vernon Elementary
- **EL Pineapple:** Closing EBSOLA-Creative Arts (boundary school only), Grewenow Elementary, Jefferson Elementary, McKinley Elementary, Vernon Elementary
- **EL Strawberry:** Closing EBSOLA-Creative Arts (boundary school only), Jefferson Elementary, McKinley Elementary, Vernon Elementary

PK-8 Scenario:

- **EL/MS Cherry:** Closing Grant Elementary, Jefferson Elementary, McKinley Elementary, Vernon Elementary. Converting EBSOLA-Creative Arts (boundary school) and Washington Middle School into a Grade PK-8 boundary school.

Middle School Scenarios:

- **MS Banana:** Closing Lincoln Middle School
- **MS Mango:** Closing Washington Middle School

High School Scenario:

- **HS Orange:** Closing Reuther Central High School (choice program)

The supporting documents for these draft scenarios are currently not included at this time as they are being finalized and every minute is of the essence. However, the notice of proposed closures are being shared for transparency purposes at this point. The public is encouraged to tune in live at www.youtube.com/kenoshaschools to learn more about how these schools were selected and other factors in the development of these drafts.

After the preliminary presentation, these scenarios will be available on the KUSD Rightsizing Project webpage for greater exposure and transparency. The KUSD Rightsizing Committee will also commit their November and early December meetings to further review these and provide feedback. A special KUSD School Board meeting is set for Wednesday, November 29, at 5:30 p.m., in the Reuther Central High School

Auditorium, 913 57th St., to allow board members to ask questions, engage in discussion and provide feedback. The final draft scenarios will then be presented for discussion and possible action at the regular school board meeting on Tuesday, December 12, at 7:00 p.m., in the Indian Trail High School Auditorium, 6800 60th St.

The right sizing process will be rolled out in multiple phases:

- **Phase I**
 - Recommend school closures and boundary and program changes for the 2024-25 school year to the Board of Education for consideration and action at the December 12, regular school board meeting
- **Phase II**
 - Communicate changes to families and answer questions they may have
 - Align staffing and enrollment with Board approved school closures and boundary and program changes
- **Phase III**
 - Determine vacated building usage
 - If a building is closed, it does not mean it will go unused, there may be a plan for it that will be forthcoming

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

**Kenosha Unified School District
Kenosha, Wisconsin**

November 14, 2023

COURSE CHANGE PROPOSAL: DIGITAL ART EXPLORATION

Background

Currently the art course offerings at the high school offer limited exposure to digital art skills. The addition of Digital Art Exploration will prepare students for college and/or workforce readiness in graphic design software applications.

Course

PROPOSED COURSE NAME	SCHOOL	APPENDIX
Digital Art Exploration	Tremper High School, Bradford High School, Harborside Academy, and Indian Trail High School and Academy	A

Recommendation

Administration recommends that the Board of Education grant approval for the addition of Digital Art Exploration for the district high schools.

Dr. Jeffrey Weiss
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

Mr. Scott Plank
Coordinator of Fine Arts

COURSE CHANGE PROPOSAL

*Completed forms must be returned to the chief academic officer by **October 1** to be considered for board approval.*

Date Initiated: September 12, 2023

Administrator's Name: Scott Plank

Department and School: Art Department--Tremper High School

Course Name: Digital Art Exploration

Request: ☒ New Course ☐ New Course Name ☐ Course Revision ☐ Remove Course

Credits: 1 *Check if honors:* ☒

Recommended Prerequisites (if any): Fundamentals of Art and Design

Rationale: Explain why this course is needed. (If this is a course removal or name change, only fill out this section.)

This course is needed in order to prepare students for college and/or workforce readiness in graphic design software applications. Through the use of digital tools students develop creative and persuasive communication skills that help them succeed in school and in their careers.

Proposed Course Description: In three or four sentences, write a course overview.

This course is available for grades 10 through 12. In this course students will explore different digital processes by applying the use of various software applications (Adobe Suite) to create original works of art. This hands-on studio course will utilize the elements and principles of design. Students will investigate new approaches and explore traditional methods that enable them to design and develop innovative visual communication projects. A portfolio, which reflects personal achievements using a variety of digital tools and resources, will be created. Students may have the opportunity to earn industry-recognized credentials through this course.

Content Standards and Benchmarks: List the primary content standards and benchmarks students will be expected to understand and be able to apply as a result of taking this course. (Attach additional documents as needed.)

Attachment A

Scope and Sequence: Outline the planned structure for the course, including a tentative timeline for instruction. (Attach additional documents as needed.)

Attachment A

Cost Associated with the Course: Estimate the costs involved in offering this course. List desired texts and materials on a separate sheet. Also list and explain other needs.

A. Teaching Staff: \$0

B. Textbooks/Kits: \$0

C. Supplementary: \$0

D. Facilities/Space: \$0

E. Professional Learning: \$0

KUSD Visual Art Curriculum Guide - Digital Art Exploration

Artistic Processes	Creating Conceiving and developing new artistic ideas and work.	Presenting / Producing Interpreting and sharing artistic work. Realizing and presenting artistic ideas and work.	Responding Understanding and evaluating how the arts convey meaning.	Connecting Relating artistic ideas and work with personal meaning and external context.
Knowledge and Skills	MEDIA AND TECHNIQUES ELEMENTS AND PRINCIPLES	ART PRESERVATION AND EXHIBITION	ART INTERACTION	ART AS AN ASPECT OF DAILY LIFE
Learning Objectives	<p>Demonstrate knowledge of techniques for communicating and managing design concepts.</p> <p>Apply key terminology related to digital works.</p> <p>Demonstrate knowledge of how the elements and principles of design are applied to digital works.</p> <p>Shape an artistic investigation of an aspect of present-day life using a contemporary practice of art and/or design</p> <p>Demonstrate safe handling of materials, tools, and equipment</p> <p>Collaboratively develop a proposal for an installation, artwork, or space design that transforms the perception and experience of a particular space</p> <p>Apply relevant criteria from traditional and contemporary cultural contexts to examine, reflect on, and plan revisions for works of art and design in progress.</p> <p>Hypothesize ways in which art influences perception and understanding of human experiences</p>	<p>Communicate visually using the elements and principles of design and common design techniques.</p> <p>Identify the purpose and determine the relevance of content to the audience, and audience needs</p> <p>Analyze, select, and curate artifact and/or artworks for presentation and preservation</p> <p>Analyze and evaluate the reasons and ways an exhibition is presented.</p> <p>Analyze and describe the impact that an exhibition or collection has on personal awareness of social, cultural, or political beliefs and understanding</p>	<p>Transcending words to art by converting text to graphics and/or graphics to text</p> <p>Analyze how one's understanding of the work is affected by experiencing visual imagery</p> <p>Construct meaningful interpretations, supported by evidence, of an artwork or collection of works through describing and analyzing feelings, subject matter, formal characteristics, artmaking approaches, contextual information, and key concepts</p> <p>Establish relevant criteria in order to evaluate a work of art or collection of works.</p> <p>Evaluate and reflect on the processes and product</p>	<p>Identify the purpose, audience, and audience needs for preparing digital works.</p> <p>Determine whether content is relevant to the purpose, audience, and audience needs.</p> <p>Document the process of developing ideas from early stages to fully elaborated or make revisions.</p> <p>Describe how knowledge of culture, traditions, and history may influence personal responses to art.</p>

**Kenosha Unified School District
Kenosha, Wisconsin**

November 14, 2023

**COURSE CHANGE PROPOSALS:
CAPSTONE IN JOURNALISM AND COMAC STUDIOS**

Background

The addition of two new capstone courses for the Indian Trail Communications Academy are being proposed. Capstone in Journalism will be the final course for students in the Communications Academy Journalism pathway. Students will create a journalism portfolio and a multimedia feature story package. ComAC Studios will provide an opportunity for juniors and seniors to apply their skills through management of a custom design, production, and manufacturing business.

Courses

PROPOSED COURSE NAME	SCHOOL	APPENDIX
Capstone in Journalism	Indian Trail High School and Academy	A
ComAC Studio	Indian Trail High School and Academy	B

Recommendation

Administration recommends that the Board of Education grant approval for the addition of Capstone in Journalism and ComAC Studios to the Communication Academy at Indian Trail High School and Academy.

Dr. Jeffrey Weiss
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

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

Mr. Aaron Williams
Coordinator of Career and Technical Education



COURSE CHANGE PROPOSAL

*Completed forms must be returned to the chief academic officer by **October 1** to be considered for board approval.*

Date Initiated: October 23, 2023

Administrator's Name: Scott Kennow

Department and School: English/Journalism–Indian Trail High School and Academy

Course Name: Capstone in Journalism (elective course)

Request: ☒ New Course ☐ New Course Name ☐ Course Revision ☐ Remove Course

Credits: 1 *Check if honors:* ☒ X

Recommended Prerequisites (if any): Introduction to Broadcasting, Photojournalism, publications course (Yearbook, Newspaper, Video Announcements, or Podcasting)

Rationale: Explain why this course is needed. (If this is a course removal or name change, only fill out this section.)

Students will utilize the journalism and twenty-first century skills learned in the Communications Academy Journalism pathway to create a journalism portfolio and a multimedia feature story package.

Proposed Course Description: In three or four sentences, write a course overview.

This course is available for Indian Trail Communications Academy students in grade 12. Capstone in Journalism is a full year course for students preparing for real world employment or postsecondary education in journalism.

Content Standards and Benchmarks: List the primary content standards and benchmarks students will be expected to understand and be able to apply as a result of taking this course. (Attach additional documents as needed.)

See Attachment A: Capstone in Journalism Standards.

Scope and Sequence: Outline the planned structure for the course, including a tentative timeline for instruction. (Attach additional documents as needed.)

See Attachment B: Capstone in Journalism Scope and Sequence.

Cost Associated with the Course: Estimate the costs involved in offering this course. List desired texts and materials on a separate sheet. Also list and explain other needs.

A. Teaching Staff: \$0

D. Facilities/Space: \$0

B. Textbooks/Kits: \$0

E. Professional Learning: \$0

C. Supplementary: \$ 0

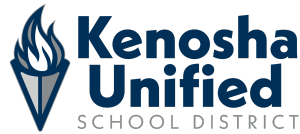
Standards from Indiana Journalism state standards (Wisconsin does not have state standards for journalism)

STUDENT PUBLICATIONS OR MEDIA WRITING PROCESSES	
PUB.3.1	Discuss ideas for writing with classmates, teachers, other writers, or community members.
PUB.3.2	Identify relevant issues and ideas of interest to readers through analysis of high school current events, surveys, research reports, statistical data, and interviews.
PUB.3.3	Compare and contrast quality journalistic writing in professional and high school publications or media that can serve as models.
PUB.3.4	Identify and evaluate the credibility of print and non-print information sources that include: <ul style="list-style-type: none"> • interviews, • observations and on-the-scene reports, • primary and secondary sources, • records, public documents, and reference works, • database information, and • Internet sources.
PUB.3.5	Ask clear interview questions to guide a balanced and unbiased information gathering process that includes: <ul style="list-style-type: none"> • researching background information, • formulating questions that elicit valuable information, • observing and recording details during the interview, • effectively concluding the interview, • double-checking information before writing the story, and • keeping dated notes or interview records on file.
PUB.3.6	Follow ethical standards related to information gathering that include the appropriate citing of sources to avoid charges of plagiarism.
PUB.3.7	Use the appropriate structure of journalistic writing (feature stories and columns, news stories, op ed pages, commentaries) for a variety of high school publications or media that includes: <ul style="list-style-type: none"> • headlines and captions, • the inverted pyramid (lead, most important details, less important details, least important details), • narrative storytelling pattern (indirect lead, facts and information, closing), or • combinations of the inverted pyramid and narrative storytelling pattern.
PUB.3.8	Select and use an appropriate journalistic style for writing to inform, entertain, and persuade that includes: <ul style="list-style-type: none"> • short, focused sentences and paragraphs, • varied word usage and descriptive vocabulary, • active voice verbs, and • specific word choice to avoid jargon and vague language.
PUB.3.9	Use language effectively to establish a specific tone.
PUB.3.10	Use Associated Press style and the appropriate style manual customized for a local school setting.

WRITING FOR STUDENT PUBLICATIONS AND MEDIA

PUB.4.1	<p>PUB.4.1 Write, present, or produce news stories for student publications and media that:</p> <ul style="list-style-type: none"> • use effective headlines (label, sentence, combination) and captions. • use a variety of creative leads. • contain adequate information from credible sources. • narrate events accurately including their significance to the audience. • include appropriate quotations and proper attribution. • describe specific incidents, and actions, with sufficient detail. • cite sources of information correctly. • follow standard journalistic language and format conventions.
PUB.4.2	<p>Write, present, or produce feature stories (human interest, profile/personality, sports, special occasion, humor, sidebars) and columns for student publications and media that:</p> <ul style="list-style-type: none"> • use effective headlines (label, sentence, combination) and captions. • use a variety of creative leads. • contain adequate information from credible sources. • narrate events accurately including their significance to the audience. • include appropriate quotations and proper attribution. • describe specific incidents, and actions, with sufficient detail. • cite sources of information correctly. • follow standard journalistic language and format conventions.
PUB.4.3	<p>Write, present, or produce in-depth issue features for student publications and media that:</p> <ul style="list-style-type: none"> • use effective headlines (label, sentence, combination) and captions. • are adequately researched and use a variety of leads. • explore the personal significance of an experience • use appropriate quotations and provide proper attribution. • draw comparisons between specific incidents and broader themes related to important beliefs or generalizations about life. • maintain a balance between individual events and more general or abstract ideas. • cite sources of information using the correct form for attribution. • follow standard journalistic language and format conventions.
PUB.4.4	<p>Write, present, or produce reviews of art exhibits, musical concerts, theatrical events, books or films for student publications and media that:</p> <ul style="list-style-type: none"> • use effective headlines (label, sentence, combination) and captions. • use a variety of creative leads and organize material to adequately inform or persuade readers. • identify critical elements of the work being reviewed (author, performer, artist, topic, theme, title, location of the event or media, cost). • compare the new work to previous work. • describe audience reaction. • use appropriate quotations and provide proper attribution. • follow standard journalistic language and format conventions.
PUB.4.5	<p>Write, present, or produce editorials, opinion pieces, or commentaries for student publications and media that:</p> <ul style="list-style-type: none"> • use effective headlines (label, sentence, combination) and captions. • are adequately researched and use a variety of creative leads. • explore the personal significance of an experience. • draw comparisons between specific incidents and broader themes related to important beliefs or generalizations about life.

	<ul style="list-style-type: none"> • maintain a balance between individual events and more general and abstract ideas. • use appropriate quotations and provide proper attribution. • cite sources of information using the correct form for attribution. • follow standard journalistic language and format conventions.
PUB.4.6	Use varied and extended or technical and scientific vocabulary or language that is appropriate for the subject, journalistic style, different purposes, and a variety of audiences.
Career Development	
PUB.7.8	Compare and contrast different areas of journalism (print, broadcast, Internet and new technologies, public relations and business, education) and explore educational requirements or work experiences necessary to pursue a career in each area.
PUB.7.9	<p>Create portfolios (print or non-print) that include:</p> <ul style="list-style-type: none"> • personal narrative summary of high school experience, • resumes or career goal statements, • letters of recommendation, • samples of best clips or work, and • recognitions, awards, certificates, or testimonials.



Course Name: Capstone in Journalism

	Semester 1		Semester 2	
Unit/Topic	Unit 1–Reflection In Unit 1 students will reflect on their journalism work over the last four years and use the skills they have gained to improve upon that work in the creation of their portfolios. They will learn to write a resume and a self-analytical essay.	Unit 2–Presentation In Unit 2 students will reflect on their journalism work over the last four years and use the skills they have gained to improve upon that work in the creation of their portfolios. They will build a professional web-based portfolio with a focus on the student and their story as a journalist.	Unit 3–Find the Story In Unit 3 students will investigate the stories of people in their community. Students will implement various reporting and journalism techniques learned through their journalism courses in the last four years to find and tell unique stories.	Unit 4–Tell the Story In Unit 4 students will determine the most effective way to present their community stories. They will draw upon their skills in both print and broadcast journalism.
Chapter(s) Covered	1.1–Resume 1.2–Self-Analytical Essay 1.3–Reporting & Writing 1.4–Design 1.5–Broadcast Journalism 1.6–Photojournalism	2.1–Editing, Leadership and Team Building 2.2–Law, Ethics and News Literacy 2.3–Marketing and Audience Engagement 2.4–Commitment to Diversity 2.5–Web and Social Media 2.6–Online Portfolio	3.1–Interviewing 3.2–News Values 3.3–Feature Story 3.4–Portrait Photography 3.5–Creating Infographics	4.1–Broadcast Journalism 4.2–Print Journalism 4.3–Social Media Reporting 4.4–Photo Essay
Number of Days	42	38	46	37



COURSE CHANGE PROPOSAL

*Completed forms must be returned to the chief academic officer by **October 1** to be considered for board approval.*

Date Initiated: August 23, 2023

Administrator's Name: Scott Kennow

Department and School: Communications Academy–Indian Trail High School and Academy

Course Name: ComAc Studios (elective course)

Request: ☒ New Course ☐ New Course Name ☐ Course Revision ☐ Remove Course

Credits: 1 Credit *Check if honors:* ☐

Recommended Prerequisites (if any):

- Junior or senior status
- Minimum GPA 2.0
- Instructor consent

Rationale: Explain why this course is needed. (If this is a course removal or name change, only fill out this section.)

Business, industry, and college applications require students to not only articulate what skills they have but demonstrate how they applied them in practical and meaningful ways. Through management of a custom design, production, and manufacturing business, students will gain experience developing and manufacturing products for the public from concept to finish, leading projects, managing and maintaining equipment, ordering, inventorying, budgeting, creating efficiency plans, developing work according to client demand, researching and pitching ideas, communicating with clients, marketing, fundraising, selling, and general business administration. Focus will be in the production of customized POS designs and products for clients and the school community, practicing a business plan that fosters growth, and building a professional portfolio. Students will work within design, marketing, manufacturing, or administrative departments.

Proposed Course Description: In three or four sentences, write a course overview.

In an internship course where students can apply skills learned related to management of a design and production through a student-led business that will manufacture customized products and POS designs for clients and the public. students will work within design, marketing, manufacturing, and/or administrative departments. Focus will be in practicing a business plan that fosters growth and building a professional portfolio with work created for actual clients.

Content Standards and Benchmarks: List the primary content standards and benchmarks students will be expected to understand and be able to apply as a result of taking this course. (Attach additional documents as needed.)

INFORMATION AND COMMUNICATION TECHNOLOGIES

- ICT1: Students will analyze, select, and use information and communication technologies.

- ICT1.a: Analyze how communication happens—the different forms of communication and how it affects society.
- ICT1.c: Analyze graphic communications in an ever increasingly technological world.
- ICT1.d: Analyze the principles of effective printed, projected, and multimedia communication in a variety of formats and contexts.
- ICT1.e: Analyze and use various technologies to design and develop websites.
- ICT1.f: Analyze, select various technologies, design, and develop websites.
- ICT1.g: Analyze and use various technologies to produce graphic communication products.
- ICT1.j: Use various technologies to produce multimedia products and presentations.
- ICT1.k: Analyze and use various technologies to produce printed products.

Scope and Sequence: Outline the planned structure for the course, including a tentative timeline for instruction. (Attach additional documents as needed.)

See Attachment A: Scope & Sequence.

Cost Associated with the Course: Estimate the costs involved in offering this course. List desired texts and materials on a separate sheet. Also list and explain other needs.

- | | |
|--|--|
| A. Teaching Staff: \$0 (existing staff) | D. Facilities/Space: \$0 (ITHSA 2208 & 2206) |
| B. Textbooks/Kits: \$0 | E. Professional Learning: \$0 |
| C. Supplementary: Varies (An EFK grant will jumpstart the program. There is a three- and five-year plan that involves fundraising and industry sponsorship that will be used to obtain equipment such as a washing station, a manual screen printing press, an exposure unit, a drying conveyor belt, and a flashing unit. A large format printer, miscellaneous screen printing equipment, pressure washer, laser cutter/engraver, vinyl cutter, and vinyl plotter will also be obtained. | |



Course Name: ComAc Studios

	Semester 1		Semester 2	
Unit/Topic	Unit 1–Administration 1-1 –Work Safety Environment 1-2 –Professional Duties and Responsibilities 1-3 –Leadership Skills 1-4 –Team Collaboration 1-5 –Customer Relationship Building	Unit 2–Marketing 2-1 –Research 2-2 –Advertising 2-3 –Strategy Development 2-4 –Web Design and Maintenance 2-5 –Social Media Marketing	Unit 3–Design Development 3-1 –Problem Analysis 3-2 –Design Process 3-3 –Applications of Design Principles and Elements 3-4 –Client Consulting	Unit 4–Production Management 4-1 –Managing Inventory 4-2 –Equipment Maintenance 4-3 –Production and Finishing 4-4 –Quality Control 4-5 –Waste Management
Number of Days	45	45	45	45

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**Kenosha Unified School District
Kenosha, Wisconsin**

November 14, 2023

**COURSE CHANGE PROPOSAL: ENGINEERING ESSENTIALS AND
INTRODUCTION TO DESIGN ENGINEERING AND TECHNOLOGY**

Background

Administration is proposing the removal of Introduction to Design, Engineering, and Technology as the current high school introductory course in the engineering pathway and replacing it with the newly released Project Lead the Way Engineering Essentials course. Engineering Essentials will expand on the competencies and skills from the middle school science, technology, engineering, and mathematics (STEM) courses and is also appropriate for students who do not have any prerequisite knowledge of engineering. This course will offer an introductory course to high school students and seamlessly aligns to the Project Lead the Way Engineering pathway.

Courses

COURSE NAME	ACTION	SCHOOLS	APPENDIX
Engineering Essentials	Add	LakeView Technology Academy, Tremper High School, Bradford High School, Indian Trail High School and Academy	A
Introduction to Design, Engineering, and Technology	Delete	LakeView Technology Academy, Tremper High School, Bradford High School, Indian Trail High School and Academy	B

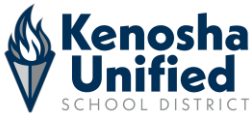
Recommendation

Administration recommends that the Board of Education grant approval to remove Introduction to Design, Engineering, and Technology and replace it with Engineering Essentials at the district high schools.

Dr. Jeffrey Weiss
Superintendent of Schools

Mrs. Julie Housaman
Chief Academic Officer

Mr. Aaron Williams
Coordinator of Career and Technical Education



COURSE CHANGE PROPOSAL

*Completed forms must be returned to the chief academic officer by **October 1** to be considered for board approval.*

Date Initiated: September 12, 2023

Administrator's Name: Aaron Williams

Department and School: Technology and Engineering Education,--LakeView Technology Academy, Tremper High School, Bradford High School, and Indian Trail High School and Academy

Course Name: Engineering Essentials

Request: ☒ New Course ☐ New Course Name ☐ Course Revision ☐ Remove Course

Credits: 1 Credit *Check if honors:* ☐

Recommended Prerequisites (if any): None

Rationale: Explain why this course is needed. (If this is a course removal or name change, only fill out this section.)

Engineering Essentials is a new introductory level course released through Project Lead the Way in their Engineering pathway. This course expands on the competencies and skills students gain through their middle school science, technology, engineering, and mathematics (STEM) courses yet is appropriate for students who do not have any prerequisite knowledge of engineering.

Proposed Course Description: In three or four sentences, write a course overview.

This course will help students understand the field of engineering/engineering technology through various presentations and projects. Students will explore various types of engineering systems, careers, materials, and design processes that will help them learn how engineers and technicians use math, science, and technology in an engineering problem-solving process that helps them to become a responsible, involved citizen. Using projects as a learning vehicle, students are expected to work cooperatively on complex and open-ended tasks as well as follow directions in step-by-step learning.

Content Standards and Benchmarks: List the primary content standards and benchmarks students will be expected to understand and be able to apply as a result of taking this course. (Attach additional documents as needed.)

ENGINEERING

- ENG1: Students will analyze and demonstrate the attributes of design.
 - ENG1.a: Analyze engineering design theory.
- ENG2: Students will analyze and demonstrate engineering design.
 - ENG2.a: Analyze the attributes of engineering design.
 - ENG2.b: Describe and apply engineering design.

- ENG3: Students will demonstrate and analyze the role of troubleshooting, research and development, invention and innovation, and experimentation in problem solving.
 - ENG3.a: Discuss the importance of the problem-solving process.
 - ENG3.b: Analyze the procedures for innovation and invention.
- ENG4: Students will develop abilities to apply the design process.
 - ENG4.a: Research the background information of a proposed design.
 - ENG4.b: Design solutions based on gathered information.
 - ENG4.c: Evaluate completed solutions and provide feedback.
- ENG5: Students will develop the abilities to use and maintain technological products and systems.
 - ENG5.a: Use information to describe and design systems.
 - ENG5.b: Use tools to maintain systems.
- ENG6: Students will develop the abilities to assess the impact of products and systems.
 - ENG6.a: Collect information about products and systems.
 - ENG6.b: Interpret data from collected information to assess impacts of products and systems.

ELECTRONICS

- EL1: Students will develop, use, and apply basic electronics and electricity concepts.
 - EL1.a: Apply electronic theory to practice.

Scope and Sequence: Outline the planned structure for the course, including a tentative timeline for instruction. (Attach additional documents as needed.)

Attachment A

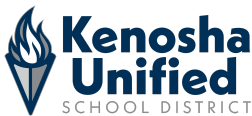
Cost Associated with the Course: Estimate the costs involved in offering this course. List desired texts and materials on a separate sheet. Also list and explain other needs.

- | | |
|--|--|
| A. Teaching Staff: \$0 | D. Facilities/Space: \$0 |
| B. Textbooks/Kits: \$10,000 (CTE Budget) | E. Professional Learning: \$9,600 (Career and Technical Education Perkins Grant) |
| C. Supplementary: \$0 | |



Course Name: *Engineering Essentials*

	Semester 1		Semester 2	
Unit/Topic	Unit 1–Inclined to Design In Unit 1 students learn the engineering design process and have the opportunity to apply that process to multiple projects and problems throughout the unit as they improve their communication and collaboration skills.	Unit 2–Make it Move In Unit 2 students apply mechanical and mathematical concepts to design solutions to engineering problems. They develop multiple types of models to represent aspects of real objects and phenomena and begin to understand the inherent limitations of each.	Unit 3–Power It Up In Unit 3 students discover the foundation of all modern electronic devices and learn how to use digital circuits to develop electronic solutions that improve people’s lives.	Unit 4–Make A Plan In Unit 4 students investigate issues related to population growth and development and use geographic information systems as tools to define, model, and solve engineering challenges that result from development.
Chapter(s) Covered	1.1–Engineers & Engineering 1.2–Systems & the Engineering Design Process 1.3–Product Design 1.4–Natural Disaster Relief Center	2.1–Statics 2.2–Mechanical Advantage 2.3–Mechanical Systems	3.1–Energy Conversion 3.2–Logic 3.3–Electromechanical Systems	4.1–Urban Design 4.2–Maps as Models 4.3–The Sustainable Urban Environment 4.4–A Better Place
Number of Days	38	37	42	48



COURSE CHANGE PROPOSAL

*Completed forms must be returned to the chief academic officer by **October 1** to be considered for board approval.*

Date Initiated: September 12, 2023

Administrator's Name: Aaron Williams

Department and School: Technology and Engineering Education–LakeView Technology Academy, Tremper High School, Bradford High School, and Indian Trail High School and Academy

Course Name: Introduction to Design, Engineering, and Technology

Request: ☐ New Course ☐ New Course Name ☐ Course Revision ☒ Remove Course

Credits: 1 Credit *Check if honors:* ☐

Recommended Prerequisites (if any): None

Rationale: Explain why this course is needed. (If this is a course removal or name change, only fill out this section.)

This course is being removed and replaced with the Engineering Essentials course through the Project Lead the Way curriculum.

Proposed Course Description: In three or four sentences, write a course overview.

NA

Content Standards and Benchmarks: List the primary content standards and benchmarks students will be expected to understand and be able to apply as a result of taking this course. (Attach additional documents as needed.)

NA

Scope and Sequence: Outline the planned structure for the course, including a tentative timeline for instruction. (Attach additional documents as needed.)

NA

Cost Associated with the Course: Estimate the costs involved in offering this course. List desired texts and materials on a separate sheet. Also list and explain other needs.

A. Teaching Staff: \$0

D. Facilities/Space: \$0

B. Textbooks/Kits: \$0

E. Professional Learning: \$0

C. Supplementary: \$0

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 14, 2023

Proposal to Update the School Year 2024-25 Instructional Calendars

The Kenosha Unified School Board approved the 2024-25 instructional calendars at the March 28, 2023, regular School Board meeting. Since that time, there have been additional requests for consideration to better align the alternate year calendar (now only applicable to Frank elementary) with the rest of the school district to utilize organizational resources and staff in a more efficient manner. These changes also align all professional learning days during the year across the district. Difficulties continue to arise with closing out summer school and the end of the full school year and transitioning to the new school year. All KUSD departments have different tasks and responsibilities that place a burden on providing quality management during this time. With all this under consideration, the following are the proposed changes to the KUSD Alternate Year Frank Calendar:

- Move the alternate year Frank teacher return date from July 30, 2024, to August 12, 2024.
- Move the start of the alternate year calendar from August 5, 2024, to August 15, 2024.
- Remove the initial parent teacher conference Session on September 29 and 30, (Frank has scheduled three PT sessions each year for the last several years, but will now align to the existing two elementary sessions, consistent with the rest of KUSD elementary schools).
- Reduce the October and March Enrichment sessions from two weeks to one week.
- Move the October 4, 2024, workday to October 11, 2024.
- Move the October 1, 2024/November 1, 2024, parent teacher conference to November 7-8, 2024.
- Move the March 7, 2024 staff workday to April 4, 2024.

Aside from the multiple proposed changes to the alternate year Frank calendar, the calendars for the majority of schools (all boundary schools, Lakeview and Reuther) only have a minor proposal related to the new teacher-training week and the teacher return week, all before the students return in September. There are no proposed changes to these already approved calendars during the time students are in session. The new teacher training would move two days earlier to August 19, 2024 (currently set for August 21, 2024). The all teacher return date moves one day earlier to August 26, 2024 (currently set for August 27, 2024).

Attached are the updated proposals to the KUSD calendars:

- 2024-25 Instructional Calendar Description
- 2024-25 Elementary Instructional Calendar
- 2024-25 Alternative Year Frank Elementary Instructional Calendar
- 2024-25 Middle School Instructional Calendar
- 2024-25 High School Instructional Calendar

Recommendation

Administration recommends that the School Board review and accept the proposed changes to the Instructional Calendars for 2024-25, at its November 14, 2023, regular School Board meeting.

Dr. Jeffrey Weiss
Superintendent of Schools

Kristopher Keckler
Chief Information Officer

William Haithcock
Chief of School Leadership

Julie Housaman
Chief Academic Officer

2024-2025 SCHOOL YEAR GENERAL INSTRUCTIONAL CALENDAR

August 19-22 (Monday-Thursday)	New Instructional Staff Orientation
August 26 (Monday).....	All Instructional Staff Report
September 2 (Monday)	Labor Day, District Closed
September 3 (Tuesday)	Students Report
October 25 (Friday).....	Staff Professional Learning Workday, No Students Report
November 5 (Tuesday)	First Quarter Ends
November 8 (Friday)	Staff Workday, No Students Report
November 27-29 (Wednesday-Friday)	Thanksgiving Recess
December 13 (Friday)	Staff Professional Learning Workday, No Students Report
December 23 (Monday).....	Winter Recess Begins, District Closed
January 6 (Monday).....	Students Report
January 20 (Monday).....	Dr. Martin Luther King, Jr. Day, District Closed
January 24 (Friday)	Second Quarter Ends, Staff Workday, No Students Report
February 14 (Friday)	Staff Professional Learning Workday, No Students Report
March 14 (Friday)	Staff Professional Learning Workday, No Students Report
April 1 (Tuesday).....	Third Quarter Ends
April 4 (Friday).....	Staff Workday, No Students Report
April 18 (Friday).....	Spring Recess Begins, Schools Closed
April 28 (Monday).....	Students Report
May 23 (Friday)*	½ Day for Students & Instructional Staff
May 26 (Monday)	Memorial Day, District Closed
June 12 (Thursday).....	Last Day for Students
June 13 (Friday).....	Fourth Quarter Ends, Staff Workday, No Students Report

The school schedules take into consideration two (2) potential school closing days that have been built into the schedule. In the event school is closed beyond the two days due to inclement weather or other emergencies, the remaining calendar period will be reviewed. If the closures result in a shortage of the required instructional time, the calendar will be adjusted and communicated as necessary. *If a full day of surplus minutes exists by mid-April, then the half-day Friday prior to Memorial Day will be a full day off for instructional staff and students. Please reference the KUSD Employee Handbook for identified paid holidays. Open house schedules will be established and communicated by each building prior to the beginning of the school year.

KUSD Calendar References can be found at <http://kUSD.edu/events>

Revised 11/14/2023



262-359-6300



www.kUSD.edu



3600 52nd St., Kenosha, WI 53144

KUSD Boundary Elementary School Year Instructional Calendar 2024-25

July-24						
	1	2	3		5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30	31			

August-24						
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
					23	

September-24						

October-24						
		1	2	3		
	7	8	9	10		
	14	15				
	21	22	23	24		
	28	29	30	31		

November-24						
	4	5*	6	7		
	11	12	13	14		
	18	19	20	21		
	25	26				

December-24						
	2	3	4	5		
	9	10	11	12		
	16	17	18	19		

January-25						
	6	7	8	9		
	13	14	15	16		
		21	22	23		
	27	28	29	30		

February-25						
		4	5	6		
	10	11	12	13		
	17	18	19	20		
	24	25				

March-25						
		4	5	6		
	10	11	12	13		
	17	18	19	20		
	24	25	26	27		
	31					

April-25						
		1	2*	3		
	7	8	9	10		
	14	15	16	17		
	28	29	30			

May-25						
				1		
	5	6	7	8		
	12	13	14	15		
	19	20	21	22		
		27	28	29		

June-25						
	2	3	4	5		
	9	10	11			
	16	17	18	19	20	
	23	24	25	26	27	
	30					

	Student Quarter 1: Sept. 3 to Nov. 4	Elementary School Student Conferences
	Student Quarter 2: Nov. 5 to Jan. 23	October 16 & February 26 Normal full student day, evening conferences
	Student Quarter 3: Jan. 27 to April 1	October 17 & February 27 Early release for students, then conferences
	Student Quarter 4: April 2 to Jun. 12	October 18 & February 28 Morning Conferences (no students)
Half Day Release May 23 for students & Instructional Staff		Professional Learning: No Students Report 10/25, 12/13, 2/14, 3/14
4K Students Start on September 9		School Closed
Early Release Fridays and June 12 for students		

KUSD Alternative Year Frank Elementary Instructional Calendar 2024-25

July-24						
	1	2	3		5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23				

August-24						
		6	7	8	9	

September-24						
		3	4	5		
	9	10	11	12		
	16	17	18	19		
	23	24	25	26		
	30					

October-24						
		1	2	3		

November-24						

December-24						

January-25						

February-25						

March-25						

April-25						

May-25						

June-25						

First Day for Students August 15	Student Quarter 1: Aug. 15 to Oct. 24	Enrichment Weeks
New Instructional Staff Orientation August 19-22	Student Quarter 2: Oct. 28 to Jan. 16	Elementary School Student Conferences
Instructional Staff Return Session August 12 - 14	Student Quarter 3: Jan. 21 to Apr. 3	11/7, and 2/27 Normal full student day, evening conferences
Staff Workday: No Students Report 10/11, 1/24 ,4/4, 6/13	Student Quarter 4: Apr 7 to Jun. 12	11/8, & 2/28 Morning Conferences (no students)
Half Day Release May 23 for students & Instructional Staff		Professional Learning: No Students Report 8/26, 10/25, 12/13, 2/14, 3/14
Early Release Fridays and June 12 for students	67	School Closed
4K Students Start on August 20		

KUSD Boundary Middle School Year Instructional Calendar 2024-25

July-24						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August-24						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September-24						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October-24						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November-24						
S	M	T	W	T	F	S
					1	2
3	4	5*	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December-24						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January-25						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February-25						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March-25						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April-25						
S	M	T	W	T	F	S
		1	2*	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May-25						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June-25						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

First Day for Students September 3	Student Quarter 1: Sept. 3 to Nov. 4	Middle School Student Conferences
New Instructional Staff Orientation August 19-22	Student Quarter 2: Nov. 5 to Jan. 23	October 22, 24 evenings only, February 11, 13 evenings only,
Instructional Staff Return Session August 26-29	Student Quarter 3: Jan. 27 to April 1	Professional Learning: No Students Report 10/25, 12/13, 2/14, 3/14
Staff Workday: No Students Report 11/8, 1/24, 4/4, 6/13	Student Quarter 4: April 2 to Jun. 12	School Closed
Half Day Release May 23 for students & Instructional Staff	Updated 11/14/23	
Half Day Release for students only June 12		

KUSD Boundary High School Year Instructional Calendar 2024-25

July-24						
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30	31			

August-24						
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
					23	

September-24						
			4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30					

October-24						
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24		
	28	29	30	31		

November-24						
				1		
	4		6			
	11	12	13	14	15	
	18	19	20	21	22	
	25	26				

December-24						
	2	3	4	5	6	
	9	10	11	12		
	16	17	18	19	20	

January-25						
	6	7	8	9	10	
	13	14	15	16	17	
	27	28	29	30	31	

February-25						
		4	5	6	7	
	10	11	12	13		
	17	18	19	20	21	
	24	25	26	27	28	

March-25						
		4	5	6	7	
	10		12			
	17	18	19	20	21	
	24	25	26	27	28	
	31					

April-25						
		1	2*	3		
	7	8	9	10	11	
	14	15	16	17		
	28	29	30			

May-25						
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22		
		27	28	30		

June-25						
	2	3	4	5	6	
	9					
	16	17	18	19	20	
	23	24	25	26	27	
	30					

First Day for Students September 3	Student Quarter 1: Sept. 3 to Nov. 4	High School Student Conferences
New Instructional Staff Orientation August 19-22	Student Quarter 2: Nov. 5 to Jan. 23	November 5, 7 evenings only, March 11, 13 evenings only
Instructional Staff Return Session August 26-29	Student Quarter 3: Jan. 27 to April 1	ACT Assessment. TBD, Juniors only with early release. No school for grades 9, 10, 12.
Staff Workday: No Students Report 11/8, 1/24, 4/4, 6/13	Student Quarter 4: April 2 to Jun. 12	Pre-ACT Assessment. TBD, Grades 9 & 10 only with early release. No school for Grades 11 & 12.
Half Day Release May 23 for students & Instructional Staff		Professional Learning: No Students Report 10/25, 12/13, 2/14, 3/14
HS Final Exams Early Release		School Closed
Last day for graduating seniors May 29		

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Kenosha Unified School District
Kenosha, Wisconsin

November 14, 2023

Preliminary 2024-25 Budget Discussion

With the adoption of the fiscal year 2023-24 budget now complete (approved October 24, 2023), the administration has begun the process of budget planning for the next fiscal, which would start on July 1, 2024.

It is early in the process and many variables will be unknown for a while as we work through the rightsizing process. However, the trending information that we do know at this time suggests that there is the potential for a significant budgetary deficit for the upcoming 2024-25 fiscal year.

In the spirit of full transparency, tonight the administration will share and demonstrate some of the underlying data and potential assumptions that are causing concern:

- Projected 355 Full-Time Equivalent (FTE) enrollment loss for 3rd Friday Count.
- Known \$325 allowable per member change for revenue limit purposes.
 - If the enrollment projection holds true and we receive a \$325 per member increase, we stand to increase an estimated \$4.4 MM of revenue limit authority.
 - This will be offset by the loss of Per Pupil Categorical Aid (-\$221 K) and the loss of ESSER III Indirect Cost Revenue (-\$3.2 MM).
- Health insurance premium increases at the contractually capped 11%.
 - Based on utilization, our experience calls for an increase as high as 30%; however, our contract contains an 11% cap.
 - The relevant (fund 10/27, non-charter, non-grant) operational cost increase is estimated to be \$4 MM.
- The maximum allowed Consumer Price Index (CPI) increases to base wages are projecting to be 4.25% for collective bargaining agreements effective July 1, 2024.

This report is presented as an informational item only at this time to begin discussions.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

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Kenosha Unified School District
Kenosha, Wisconsin

November 14, 2023
Board of Education Meeting

**POLICY AND RULE 3643 – EMERGENCY SCHOOL CLOSINGS
AND/OR LEARNING ADJUSTMENTS**

Background:

Policy 3643 was developed to give the Superintendent and/or their designee guidance when determining whether or not to close schools due to inclement weather and/or emergencies/crises. The policy has been adjusted to clean up where information will be shared and/or posted when a closure is needed.

Administration Recommendation:

Administration recommends that the board approve revised Policy and Rule 3643 – Emergency School Closings and/or Learning Adjustments as a first reading on Nov. 14, 2023, and a second reading on Dec. 12, 2023.

Dr. Jeffrey Weiss
Superintendent of Schools

Tanya Ruder
Chief Communications Officer

POLICY 3643

EMERGENCY SCHOOL CLOSINGS AND/OR LEARNING ADJUSTMENTS

Only the superintendent of schools and/or their designee is authorized to close school buildings due to inclement weather and/or intermittent emergency/crisis situations. If the decision to close buildings is made, a public announcement will be made via various platforms no later than 5 a.m. unless emergency circumstances require otherwise. In the instance of long-term situations, such as a pandemic, decisions regarding closures and/or learning adjustments shall include board discussion and action unless mandated by the state or federal government.

If a public announcement is not made by 5 a.m. on any given day, schools will be open and following their regular schedules.

The superintendent reserves the right to close the district for *all* students and staff if deemed necessary.

LEGAL REF.: Wisconsin Statutes Sections

- 115.01(10) [School day definition]
- 121.02(1)(f) [School district standards; minimum hours of instruction]
- 121.56 [School bus routes]
- 118.15 [Compulsory school attendance]

CROSS REF.: Policy 3511 - Transportation

Policy 5310 - Student Attendance

Policy 6210 - School Year Calendar

Employee Handbook

Emergency Operations Plan

AFFIRMED: Sept. 24, 1991

REVISED: Jan. 29, 2002

Oct. 28, 2003

Dec. 18, 2007

Sept. 23, 2014

Oct. 28, 2014

Sept. 22, 2015

March 28, 2017

July 25, 2017

June 26, 2018

Sept. 24, 2019

Dec. 8, 2020

July 26, 2022

Dec. 12, 2023

RULE 3643

EMERGENCY SCHOOL CLOSINGS AND/OR LEARNING ADJUSTMENTS

The district puts student safety first, which is why several factors are taken into consideration when determining whether to close buildings due to inclement weather and/or emergency/crisis situations, such as:

- Whether a weather warning has been issued and remains in effect at or after 5 a.m. of the day in question
 - Warnings issued in advance are often canceled due to a change in storm systems and the district does not want to make decisions based on inaccurate data/information
- Whether there is a sustained wind chill of -34 degrees or lower
- Whether there is a sustained temperature of -20 degrees or lower
- Whether there is or will be a heavy accumulation of snow, especially during typical travel times to and from school
 - Are streets and sidewalks clear?
 - Are buses unable to run due to extreme cold or unplowed streets?
 - Are driving conditions hazardous?
 - Are there power or phone outages?

If school is not canceled and a parent/guardian believes their child is safer at home, the parent/guardian may keep their child home. Keeping a child home due to weather will be recorded as an excused absence on the student's record per Policy 5310 and Wis. Statute 118.15 so long as parents/guardians report the absence in a timely manner.

In the event schools are closed or the arrival time is changed due to inclement weather and/or emergency/crisis situations, an announcement will be made:

- **→ Via email and/or text message to all families and staff who have updated and accurate contact information listed in student and staff databases.** ~~opted in to receive texts from KUSD and have a cell phone listed in Infinite Campus,~~
- **On the KUSD and school websites (kUSD.edu), KUSD Channel 20, social media platforms Facebook.com/kenoshaschools, Twitter.com/KUSD, Instagram.com/Kenoshaschools, and 262-359-SNOW (7669).** ;
- **Via the appropriate avenues to be shared on local and extended news station platforms.** ~~WTMJ 4, FOX 6, WISN 12, CBS 58, local radio stations, and Kenosha News no later than 5 a.m. unless emergency circumstances require otherwise.~~

Announcements will be made by 5 a.m. unless emergency circumstances require otherwise. If schools are closed, all after-school activities, including sports, fine arts and evening events, also will be canceled. When KUSD schools are closed, no transportation will be provided to private and parochial schools.

THREE PROCEDURES TO LOOK/LISTEN FOR

Unless notified otherwise, Procedure 1 is in effect. Nothing prevents the district from enacting any of the procedures below on a case-by-case basis if impending emergencies/crises are isolated to individual schools/buildings.

- **Procedure 1:** All schools in KUSD will be open today. Students and staff are expected to

attend.

- **Procedure 2:** All schools in KUSD will open two hours late, and buses that transport students

RULE 3643

EMERGENCY SCHOOL CLOSINGS AND/OR LEARNING ADJUSTMENTS - Page 2

will be running approximately two hours late. There will be no a.m. or p.m. early childhood, speech impact or 4K classes.

- **Procedure 3:** All schools in KUSD will be closed; no students are expected to report. The Kenosha Senior Center also will be closed. KUSD employees - see below for attendance guidelines.

STAFF REPORTING REQUIREMENTS:

Two (2) days are built into the academic calendar for school closings.

If Procedure 1 is enacted, staff will be expected to report to work at their assigned buildings as normally scheduled.

If Procedure 2 is enacted, staff will be expected to report to work at their assigned buildings as normally scheduled.

If Procedure 3 is enacted, only specified facilities staff shall report to work the first two days, no others shall report to work. Specified facilities staff include those required for snow removal and/or other maintenance needs as indicated by his/her supervisor. ~~These individuals shall receive flextime for the day(s) worked that must be used by June 30 of the school year in which the closings occur.~~

Beyond the first two days: Teachers, educational support professionals and interpreters should not report to work when school is closed due to weather or emergency purposes, but must make up state mandated student contact time at a future date(s) to be determined by administration.

Administrative, supervisory, technical personnel; administrative support professionals; community and support; facilities; and food service must report to work or take a vacation or personal day.

Timesheet employees will not be required to work when schools are closed and will not be compensated unless their direct supervisor requests otherwise, in which case a timesheet for hours worked must be submitted.

INDOOR/OUTDOOR GUIDELINES

1. General guidelines: 10 degrees or below, wind chill factor of 0 degrees or below and rain/drizzle/blizzard = indoor recess, indoor noon recess and early entrance to door areas/hallways.
2. Administrator's responsibilities: Principals are responsible for the timely implementation of the guidelines, reasonable supervision of students under all circumstances and informing parents each year of the district's expectations regarding indoor periods due to weather conditions.



November 14, 2023

DONATIONS TO THE DISTRICT

The district has received the following donations:

1. Home REfresh donated \$744 in painting supplies to the Lincoln Middle School Drama & Theatre Department for their theatre set design.

Administrative Recommendation

Administration requests the Board of Education approve acceptance of the above-listed gift(s), grant(s), or bequest(s) as per Board Policy 1400 to authorize the establishment of appropriate accounts to monitor fiscal activity, to amend the budget to reflect this action and to publish the budget change per Wisconsin Statute 65.90(5)(a).

Dr. Jeffrey Weiss
Superintendent of Schools

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

November 14, 2023

**Tentative Schedule of Reports, Events,
and Legal Deadlines for School Board
(November – December)**

November

- November 15, 2023
 - Harborside Open House – 6 p.m.
 - Indian Trail Open House – 6 p.m.
- November 16, 2023 – eSchool Virtual Open House – 5:30 p.m.
- November 18, 2023 – Harborside Open House – 9 a.m. & 11 a.m.
- November 20, 2023 – Indian Trail Open House – 4:30 p.m.
- November 22-24, 2023 – Thanksgiving Recess - schools closed, no students report
- November 28, 2023 – Indian Trail Open House – 6 p.m.
- November 29, 2023 – Bradford Open House – 6 p.m.
- November 30, 2023 – Tremper Open House – 6:30 p.m.

December

- December 12, 2023 – Regular School Board Meeting – ITA Auditorium – 7 p.m.
- December 15, 2023 – Staff work day – no students report
- December 21, 2023 – Winter Recess Begins – district closed

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