

**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.

# STANDING COMMITTEE MEETINGS February 13, 2024

5:00 PM - Audit/Budget/Finance Committee

5:45 PM - Curriculum/Program Committee

**6:30 PM – Planning/Facilities Committee** 

7:15 PM - Personnel Committee

John J. Hosmanek Educational Support Center
Board Meeting Room

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# Standing Committee Meeting Audit/Budget/Finance

February 13, 2024 5:00 – 5:45 P.M. ESC Boardroom

#### Agenda Items

Тор	pic	Purpose	Time allotted
1.	Review of Minutes – Stevens, Chair  • October 10, 2023 Meeting Minutes	Review	2 Minutes
2.	Position Vacancy Update – Hamdan	Sharing	35 Minutes

#### Other Information

Next Meeting: April 9, 2024

**Please Note**: Four or more School Board members may attend the February 13, 2024, Audit/Budget/Finance Standing Committee Meeting. Section 19.82(2), Wisconsin Statutes, states in part as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that four or more members of the School Board attend, the above listed meeting may be rebuttably presumed to be a meeting within the meaning of Wisconsin's open meeting law. Notice is, therefore, given. The Board of Education will take no votes.

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# KENOSHA UNIFIED SCHOOL BOARD AUDIT/BUDGET/FINANCE MEETING

John J. Hosmanek Educational Support Center Board Room October 10, 2023 MINUTES

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Ms. Stevens was called to order at 7:40 p.m. with the following Committee members present: Ms. Adams, Mr. Cunningham, Mr. Bigden-Russell, Ms. Quinn, and Mr. Ydunate. Dr. Weiss, Ms. Schroeder, Mr. Hamdan, Mr. Haithcock, Mrs. Modder, and Mr. Price were also present. Mr. Meadows was excused. Ms. Stevens, Mr. Battle, Mr. Frese, Ms. Okeefe, Ms. McLean, Mr. Thomas, Ms. Shelton, and Ms. Zapp were absent.

Ms. Adams welcomed committee members and introductions were made.

#### Review of June 6, 2023 Minutes

There were no suggested changes made to the minutes.

#### **Fund 80 Programming Review:**

Mr. Tarik Hamdan, Chief Financial Officer, gave a Fund 80 Community Services Fund Overview presentation that covered the following topics: KUSD fund structure, Community Service Funds (Fund 80), Total Tax Levy history, and Fund 80 Tax Levy breakdown.

#### Kenosha Emerging Leaders Academy (KELA) & SEGA Program:

Mr. Bill Haithcock, Chief of School Leadership, presented the Kenosha Emerging Leaders Academy (KELA) and Students Engaged in Groups & Activities (SEGA) program update. Mr. Haithcock explained that the KELA would be located at 2216 63<sup>rd</sup> Street, the former Brown Bank building. The KELA program is a City of Kenosha project for which they are seeking district support. KELA community partners include Carthage College, City of Kenosha, Gateway Technical College, gener8tor, Herzing University, Mahone Fund, Kenosha Innovative Neighborhood (KIN), Kenosha Young Men's Christian Association, Kenosha YMCA, and UW-Parkside. Mr. Haithcock explained that the SEGA program was started by the City of Kenosha, is open to all Kenosha high school students grades 9-12, and is a community outreach program funded by Fund 80. SEGA plans to support 50 youth participants, 25 per semester, by providing programming 3-4 hours, 2 days a week, not including special events.

There were many questions and much discussion around the budget and what would be required of KUSD. Most members felt there were too many unknowns about the program and that we should not be getting involved without further research and firm answers.

It was noted that the next meeting would take place on February 13, 2024.

Meeting adjourned at 8:40 p.m.

Denise Ewing School Board Secretary

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#### Kenosha Unified School District Kenosha, Wisconsin

#### Audit/Budget/Finance Committee

February 13, 2024

#### POSITION VACANCY UPDATE

At the regular meeting held on October 24, 2023, the Board of Education unanimously adopted the fiscal year 2023-24 budget. At the time of adoption, it was projected that expenditures would end up exceeding revenues by approximately \$6 MM if all of the budgeted authority was fully exercised.

Based on historical analysis of district-funded positions within the operational funds of the general fund (10) and special education fund (27), it was also projected that it would most likely be the case that the district would not be able to fill all of the authorized positions in the budget, which would then lead to significant budget to actual variances at the end of the year. Those variances, also referred to as vacancy dollars, were expected 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 teachers.

The administration is providing a mid-year analysis of the most relevant budget line items as of the closing of the month of December. Using this point in time analysis, a forecasted projection will also be used to measure the likelihood of the original expectation.

The following documents are attached for discussion and reference:

Attachment A – Position Control January snapshot

Attachment B – Teacher Payroll Calendar Example

Attachment C – Teacher Salary Budget to Actual Analysis

Attachment D – AST Salary Budget to Actual Analysis

Attachment E – Health Insurance Budget to Actual Analysis

Dr. Jeffrey Weiss Superintendent of Schools Tarik Hamdan Chief Financial Officer

Sum of Sum of Variance	9		Fund					
ASSIGNMENT GROUP	Funding	POSITION TITLE	10	25	27	50	81	Grand Total
AST	District	EXECUTIVE ASSISTANT - GENERAL	1.00					1.00
		PROGRAMMER ANALYST 2	1.00					1.00
		REG COORD EL LEADERSHIP/LEARN	1.00					1.00
	District Tota	ı	3.00					3.00
AST Total			3.00					3.00
EDASST	District	CLASSROOM	1.50					1.50
		SECURITY	4.50					4.50
		SPECIAL EDUCATION			8.00			8.00
	District Tota	ı	6.00		8.00			14.00
	Grant	CLASSROOM (TITLE I)	1.90					1.90
		FAMILY SERVICE PROVIDER		1.00				1.00
		HEAD START		1.00				1.00
		HEAD START (ESSER III)	1.00					1.00
		SEL SUPPORT SPECIALIST TITLE I	1.00					1.00
		SPECIAL EDUCATION (IDEA)			1.00			1.00
	<b>Grant Total</b>		3.90	2.00	1.00			6.90
EDASST Total			9.90	2.00	9.00			20.90
INTERP	District	INTERPRETER			3.00			3.00
	District Tota				3.00			3.00
INTERP Total	District Foto	<u> </u>			3.00			3.00
KEAT	District	4K PROGRAM	3.11		3.00			3.11
, NEW	District	ART	3.00					3.00
	_	BIOLOGY/LIFE SCIENCE	1.00					1.00
		BUSINESS	1.50					1.50
		C.D.B.	1.50		1.00			1.00
	_	C.D.S.			3.00			3.00
		COMPUTER SCIENCE	0.17		3.00			0.17
		CROSS CATEGORICAL	0.17		4.00			4.00
	_	DUAL SPANISH	1.00		4.00			1.00
	_	ELEMENTARY ORCHESTRA	-0.84					-0.84
	_	ENGLISH	1.00					1.00
	_	ESL OTHER LANGUAGE	1.00					1.00
	_	EXT DAY ASSIGNMENT	-1.33		-1.79			-3.12
	_	GRADE 1	1.00		-1.73			1.00
		GRADE 3	1.00					1.00
	_	GRADE 4	2.00					2.00
	_	GRADE 5	1.00					1.00
		GRADE 6	2.00	+				2.00
		GUIDANCE	0.95	+	0.10			1.05
			0.95	+	0.10			0.40
		HEARING IMPAIRED INSTRUMENTAL MUSIC	1.00	+	0.40			1.00
			1.00	+	2 00			
		L.D.	2.25	+	2.00			2.00
		MATH COLLOOL CHOIR	3.25	+				3.25
		MIDDLE SCHOOL CHOIR	1.00	+				1.00
		MUSIC CONTRACTOR AND THE PARK	1.00	+	2.00			1.00
		OCCUPATIONAL THERAPY		+	2.00			2.00
		PHYSICAL EDUCATION	2.00	+	4.7.			2.00
		PHYSICAL THERAPIST	1	+	1.20			1.20
		PSYCHOLOGIST		_	4.01			4.01
		SCIENCE	1.00	1				1.00

#### Position Control Variance Snapshot (as of 1/26/24)

Sum of Sum of Variance			Fund					
ASSIGNMENT GROUP	Funding	POSITION TITLE	10	25	27	50	81	Grand Total
	District	SOCIAL STUDIES	0.99					0.99
		SOCIAL WORKER	1.00		1.00			2.00
		SPECIAL HEALTH CARE NURSE			1.00			1.00
		SPEECH DIAGNOSTIC			1.20			1.20
		SPEECH THERAPIST			4.38			4.38
		TECHNOLOGY EDUCATION	1.33					1.33
		VISUALLY IMPAIRED			1.00			1.00
	<b>District Total</b>		30.13		24.50			54.63
	Grant	CROSS CATEGORICAL (IDEA)			1.00			1.00
		EXT DAY ASSIGNMENT	-0.45					-0.45
		GRADE 2 (ESSER III)	1.00					1.00
		INTERVENTION SPECIALIST (T-I)	0.93					0.93
		MATH INTERV SPEC (ESSER III)	1.00					1.00
		SEL INTERVENTION SPEC (EIII)	1.83					1.83
		SPEECH THERAPIST			2.44			2.44
	<b>Grant Total</b>		4.31		3.44			7.75
<b>KEAT Total</b>			34.44		27.94			62.38
SEC	District	ADMIN SPECIALIST (10 MO)	1.00					1.00
		ADMIN SPECIALIST (12 MO)	1.00					1.00
		ADMINISTRATIVE SUPPORT (12 MO)	3.00				1.00	4.00
		BIL COMMUNITY/STUDENT SUPPORT	2.00					2.00
	<b>District Total</b>		7.00				1.00	8.00
	Grant	ADMIN SPECIALIST (12 MO)	1.00		1.00			2.00
		COMMUNITY AND STUDENT SUPPORT	0.15					0.15
	<b>Grant Total</b>		1.15		1.00			2.15
SEC Total			8.15		1.00		1.00	10.15
SERVICE	District	ELECTRICIAN	1.00					1.00
		FOOD SERVICE WORKER				1.00		1.00
		HEAD CUSTODIAN	1.00					1.00
		NIGHT CUSTODIAN - SECOND SHIFT	1.00					1.00
	<b>District Total</b>		3.00			1.00		4.00
SERVICE Total			3.00			1.00		4.00
<b>Grand Total</b>			58.49	2.00	40.94	1.00	1.00	103.43

#### FY 2023-24 KUSD Teacher Payroll Calendar Example

Pay Period	Pay Date/Expected Bplus Posting Date	Benefits	Paid From	Paid To	
	July 12, 2023				Prior Year Escrow
	July 26, 2023				Prior Year Escrow
	August 9, 2023				Prior Year Escrow
	August 23, 2023				Prior Year Escrow
1	September 6, 2023		August 20, 2023	September 2, 2023	Start date 8/28/2023
2	September 20, 2023	1	September 3, 2023	September 16, 2023	
3	October 4, 2023	2	September 17, 2023	September 30, 2023	
4	October 18, 2023	3	October 1, 2023	October 14, 2023	
5	November 1, 2023	4	October 15, 2023	October 28, 2023	
6	November 15, 2023	5	October 29, 2023	November 11, 2023	
7	November 29, 2023	6	November 12, 2023	November 25, 2023	
8	December 13, 2023	7	November 26. 2023	December 9. 2023	
9	December 27, 2023	8	December 10, 2023	December 23, 2023	
10	January 10, 2024	9	December 24, 2023	January 6, 2024	
11	January 24, 2024	10	January 7, 2024	January 20, 2024	
12	February 7, 2024	11	January 21, 2024	February 3, 2024	
13	February 21, 2024	12	February 4, 2024	February 17, 2024	
14	March 6, 2024	13	February 18, 2024	March 2, 2024	
15	March 20, 2024	14	March 3, 2024	March 16, 2024	
16	April 3, 2024	15	March 17, 2024	March 30, 2024	
17	April 17, 2024	16	March 31, 2024	April 13, 2024	
18	May 1, 2024	17	April 14, 2024	April 27, 2024	
19	May 15, 2024	18	April 28, 2024	May 11, 2024	
20	May 29, 2024	19	May 12, 2024	May 25, 2024	
21	June 12, 2024	20	May 26, 2024	June 8, 2024	
22	June 26, 2024		June 9, 2024	June 22, 2024	
23	July 10, 2024		June 23, 2024	July 6, 2024	
24	July 24, 2024		July 7, 2024	July 20, 2024	
25	August 7, 2024		July 21, 2024	August 3, 2024	
26	August 21, 2024		August 4, 2024	August 17, 2024	

	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	Earnings Days
Jul	S	C	X	X	X	X	X	S	C	X	X	X	X	X	S	C	X	X	X	X	X	S	U	X	X	X	X	X	S	C	X	
Aug	X	X	X	X	S	C	X	X	X	X	X	S	C	X	Х	X	X	X	S	U	X	X	X	X	X	S	C	1	1	1	1	4
Sep	X	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	X	20
Oct	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	C	1	1	22
Nov	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	C	1	1	X	1	1	S	U	1	1	1	1	X	21
Dec	1	S	U	1	1	1	1	1	S	C	1	1	1	1	1	S	U	1	1	1	X	X	S	U	1	X	X	X	X	S	C	15
Jan	1	X	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	22
Feb	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	X	X	21
Mar	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	21
Apr	X	X	X	X	X	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	1	1	1	S	U	1	1	X	17
May	1	1	1	S	C	1	1	1	1	1	S	U	1	1	1	1	1	S	C	1	1	1	1	1	S	U	1	1	1	1	1	23
Jun	S	U	1	1	1	1	1	S	U	1	1	1	1	X	S	U	X	X	X	X	X	S	U	X	X	X	X	X	S	U	X	9
																																195

#### FY 2023-24 KUSD Teacher Payroll Calendar Example

	_		
195 DAYS Earnings in Pay	Bplus Month	Earnings	% of
Period	Posted	in Month	Total
0	. 05104		rotar
0	JUL	0	0.00%
0			
0	AUG	0	0.00%
4			
10	SEPT	14	7.18%
10			
10	OCT	20	10.26%
10			
10			
9	NOV	29	14.87%
10			
8	DEC	18	9.23%
5			
10	JAN	15	7.69%
10			
10	FEB	20	10.26%
10			
10	MAR	20	10.26%
10	4.00	45	7.600/
5	APR	15	7.69%
10			
10	NAAV	20	15 200/
10	MAY	30	15.38%
4			
0	JUN	14	7.18%
195	3011	195	100%

As of December 31, 2023 81 of 195 earnings days 81/195 = 41.54%

2023-2024	Groups	July	August	September	October	November	December
Health/Dental/Vision/Life Insurance	1	0.00%	0.00%	5.00%	10.0%	15.0%	10.0%
AST/BOE/CARP/SERVICE (260 DAYS)	2	5.8%	7.7%	7.7%	7.7%	11.5%	7.7%
TCHR (195 DAYS)	3	0.0%	0.0%	7.2%	10.3%	14.9%	9.2%
SEC 12 MONTH (260 DAYS)	4	5.8%	7.7%	7.7%	7.7%	11.5%	7.7%
SEC 10 MONTH (215 DAYS)	5	0.0%	2.3%	8.8%	9.3%	14.0%	7.9%
EDASST/INTERP (187 DAYS)	6	0.0%	0.0%	7.0%	10.2%	15.2%	9.1%
2023-2024	Groups	July	August	September	October	November	December
Health/Dental/Vision/Life Insurance	1	0.0%	0.0%	5.0%	15.0%	30.0%	40.0%
AST/BOE/CARP/SERVICE (260 DAYS)	2	5.8%	13.5%	21.2%	28.8%	40.4%	48.1%
TCHR (195 DAYS)	3	0.0%	0.0%	7.2%	17.4%	32.3%	41.5%
SEC 12 MONTH (260 DAYS)	4	5.8%	13.5%	21.2%	28.8%	40.4%	48.1%
SEC 10 MONTH (215 DAYS)	5	0.0%	2.3%	11.2%	20.5%	34.4%	42.3%
EDASST/INTERP (187 DAYS)	6	0.0%	0.0%	7.0%	17.1%	32.4%	41.4%

Fund (Multiple Items)

Type Expense

		Val	ues			
Funding	Full Src/Obj	Sur	n of Budget	Sun	n of Year to Date	Sum of Percent Used
District	2113-Perm FT teachers	\$	107,718,782.58	\$	43,146,634.85	40.05%
	2114-Perm FT teacher consultant	\$	298,999.02	\$	62,305.65	20.84%
<b>District Total</b>		\$	108,017,781.60	\$	43,208,940.50	40.00%
Grant	2113-Perm FT teachers	\$	9,050,197.49	\$	3,554,258.45	39.27%
	2114-Perm FT teacher consultant	\$	261,007.00	\$	108,418.27	41.54%
<b>Grant Total</b>		\$	9,311,204.49	\$	3,662,676.72	39.34%
<b>Grand Total</b>		\$	117,328,986.09	\$	46,871,617.22	39.95%

40.00% Actual

41.50% Expected (YTD)

1.50% Variance

100.00% Projected (EOY)

3.6104% Projected (EOY)

\$3,899,853

Fund (Multiple Items)
Type Expense

		Va	lues			
Funding	Full Src/Obj	Su	m of Budget	Sun	n of Year to Date	Sum of Percent Used
District	2110-Perm FT Administrator	\$	9,686,807.20	\$	4,666,388.60	48.17%
	2111-Perm FT Supervisory	\$	2,386,209.00	\$	1,147,215.77	48.08%
	2112-Perm FT Technical	\$	3,283,198.00	\$	1,558,769.54	47.48%
<b>District Total</b>		\$	15,356,214.20	\$	7,372,373.91	48.01%
Grant	2110-Perm FT Administrator	\$	953,804.00	\$	457,416.05	47.96%
	2112-Perm FT Technical	\$	131,634.00	\$	63,314.21	48.10%
<b>Grant Total</b>		\$	1,085,438.00	\$	520,730.26	47.97%
<b>Grand Total</b>		\$	16,441,652.20	\$	7,893,104.17	48.01%

48.01% Actual

48.10% Expected (YTD)

0.09% Variance

100.00% Projected (EOY)

0.1891% Projected (EOY)

\$29,034

Fund (Multiple Items)
Type Expense

		Values			
Funding	Full Src/Obj	Sum of Budget	Sun	n of Year to Date	Sum of Percent Used
District	2241-Health insurance	\$ 39,875,378.69	\$	14,894,397.47	37.35%
<b>District Total</b>		\$ 39,875,378.69	\$	14,894,397.47	37.35%
Grant	2241-Health insurance	\$ 3,748,979.17	\$	1,309,461.91	34.93%
<b>Grant Total</b>		\$ 3,748,979.17	\$	1,309,461.91	34.93%
<b>Grand Total</b>		\$ 43,624,357.86	\$	16,203,859.38	37.14%

37.35% Actual

40.00% Expected (YTD)

2.65% Variance

100.00% Projected (EOY)

6.62% Projected (EOY)

\$2,639,385



# Standing Committee Meeting Curriculum/Program

February 13, 2024 5:45 – 6:30 P.M. ESC Boardroom

#### Agenda Items

Toj	pic	Purpose	Time
			allotted
1.	Review of Minutes – Modder, Chair	Review	2 Minutes
	• October 10, 2023 Meeting Minutes		
2.	School Board Policy 6425 – Multilingual	Sharing/	15 Minutes
	Learners – Housaman	Feedback	
3.	School Board Policy 6457 – Student	Sharing/	20 Minutes
	Awards & Scholarships - Housaman	Feedback	

#### Other Information

Next Meeting: April 9, 2024

**Please Note**: Four or more School Board members may attend the February 13, 2024, Curriculum/Program Standing Committee Meeting. Section 19.82(2), Wisconsin Statutes, states in part as follows:

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To the extent that four or more members of the School Board attend, the above listed meeting may be rebuttably presumed to be a meeting within the meaning of Wisconsin's open meeting law. Notice is, therefore, given. The Board of Education will take no votes.

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#### POLICY 6425 MULTILINGUAL LEARNERS

Consistent with Wisconsin State Law [115.96 (4) (a-b), Wis.Stats.], students whose primary language is not English are offered specific instruction, programs, and support to acquire academic and social English language skills.

Kenosha Unified School District recognizes that all students are entitled to an effective instructional program and support in order to meet their needs. In order to meet these requirements and supports, the school district shall develop a program plan to ensure that these legal responsibilities are being met.

Multilingual learners (MLs) will be placed in an appropriate educational setting, determined by the boundary in which they reside. They will receive appropriate support so that they can acquire English proficiency and be held to the same rigorous standards for academic success as their peers.

LEGAL REF.: Wisconsin Statutes

Section 115.96 [Determining count of limited English proficient students; establishing bilingual-bicultural programs]

Section 115.97 [Bilingual-bicultural programs required]

Section 118.13 [Student nondiscrimination]

Section 118.30(2)(b)2 [State assessments; accommodations for limited English proficient students]

Section 121.02(1)(r) [School district standard; standardized 3<sup>rd</sup> grade reading test]

Section 121.02(1)(s) [School district standard; state assessments]

Wisconsin Administrative Code

PI 8.01(2)(r) [Standardized 3<sup>rd</sup> grade reading test; procedures required for testing limited English proficient students]

PI 13 [School board requirements related to limited-English proficient students, including policy requirements]

Federal Laws

Elementary and Secondary Education Act [Part A - Subpart 1] [Academic standards,

assessments and accountability for student achievement, including English learners]

Title III of the Elementary and Secondary Education Act [Language instruction for English learners and immigrant students]

**Federal Regulations** 

34 C.F.R. §200.6(f) [Federal regulations regarding mandated testing and assessment of English learners]

AFFIRMED: March 2024

#### RULE 6425 MULTILINGUAL LEARNERS

#### **Identification**

The Wisconsin Department of Public Instruction-adopted Home Language Survey is part of the enrollment process for all students, and it is the first step in the identification process. At least one of the following criteria must be met to move to the next step in the screening process:

- The student communicates in a language other than English or
- The student's family uses a primary language other than English in the home or
- The student uses a language other than English in daily nonschool surroundings.

When a student meets at least one of the above criteria, the Wisconsin Department of Public Instruction-approved language screening tool is administered by an English as a second language (ESL) teacher and is completed within the first 30 days of enrollment to the school. Parents are then notified and receive details on ESL programming and supports.

#### Parent/Guardian Rights

After completion of the screener, parent(s)/guardian(s) will receive notification of results from the ESL teacher along with a permission form for services for the student based on his/her English proficiency level. The parent will also inform the ESL teacher of the student's language preference for correspondence between home and school.

Parent(s)/guardian(s) have a right to be notified, in the language indicated in the language of preference (to the extent practicable), about their student's services at multiple points throughout the year. This includes:

- After initial language screener is administered
- After initial identification of language service needs and explanation of those services
- After the annual English language proficiency assessment
- After any other state or federal assessments
- Notification of exiting the program when it occurs
- Notification of monitoring services after exiting the program

Please note, a parent may decide to receive or decline ESL services for their student; however, the student must still be assessed annually on the Wisconsin Department of Public Instruction federally required English language proficiency assessment.

#### **Services**

Kenosha Unified School District provides all qualifying ML students with effective programming and support services based on their English proficiency level. The level of program of services will be based on high quality instructional strategies and supports through a Language Development Plan (LDP) that may include but are not limited to:

RULE 6425 MULTILINGUAL LEARNERS Page 2

- English language development
- Push in or pull over classroom support
- Bilingual or dual language education
- Structured English language immersion
- Collaborative goal setting for each domain of language learning until reaching proficiency
- Monitoring of academics after exiting the program

#### **Assessment and Academic Achievement**

MLs must take the Wisconsin Department of Public Instruction-required annual English language proficiency assessment. MLs will also take the required state and local assessments with proficiency level accommodations and/or modifications as determined by the students' Language Development Plans (LDPs).

The district may not exempt MLs from taking state-wide assessments based solely on their language proficiency level. However, testing accommodations shall be provided based on student need. Any accommodations made must maintain the validity of the test and be identified on the student LDP. Results on any state or local assessment should not be used to determine grade promotion, eligibility for courses or programs, or eligibility for participation in postsecondary educational opportunities.

#### **English Language Status and Exit Procedures**

Kenosha Unified School District follows the Wisconsin exit criteria for reclassification and exiting English learner status.

- If a student scores an overall proficiency of a 5.0 or higher on the English language proficiency assessment, the student will be automatically reclassified and monitored for two years by an ESL teacher.
- If a student scores an overall proficiency of 4.5 to 4.9, the ESL teacher may opt to use an observation tool to determine if the student is peer competitive and would be able to function without academic assistance from an ESL teacher. By using the Multiple Indicator Protocol, if proficiency is demonstrated, the student will be reclassified and monitored for two years by an ESL teacher.
- If the student does not demonstrate proficiency during the observation, he/she remains in the ESL program.

RULE 6425 MULTILINGUAL LEARNERS Page 3

Once students have been exited, either automatically or through observation, they shall no longer:

- Take the annual English language proficiency assessment.
- Receive state testing accommodations for MLs.
- Receive classroom accommodations for MLs.

When a reclassification decision is made, it must be communicated to the parents, along with any changes in programming or support.

Former MLs shall be monitored for two academic years after exiting the program. If during that time it is determined that the student was exited prematurely, the student shall be placed back into the program with the appropriate monitoring paperwork. State reporting of the academic progress of former MLs will follow legal requirements as determined by the Wisconsin Department of Public Instruction.

#### POLICY 6457 STUDENT AWARDS AND SCHOLARSHIPS

Students in the district shall be informed annually of available scholarships and awards. Literature concerning available scholarships and awards shall be available through the guidance office and/or posted in the appropriate school building.

The district will select nominees and alternates for the Wisconsin Academic Excellence Higher Education Scholarship and the Wisconsin Technical Excellence Higher Education Scholarship in accordance with established procedures for those awards.

The district shall not unlawfully discriminate in the acceptance or administration of awards, scholarships, or other aids, benefits, or services to students–including those from private agencies, organizations, or persons–on the basis of sex; sexual orientation; race; color; national origin; ancestry; religion; creed; pregnancy; marital or parental status; any physical, mental, emotional, or learning disability; or any other legally-protected status or classification. Discrimination complaints shall be processed in accordance with established procedures. Accordingly, any scholarship or award granted by, administered by, or advertised/promoted by the district shall be in compliance with the above-stated policy of nondiscrimination.

#### **LEGAL REFERENCES**

#### Wisconsin Statutes

Section 39.41	Academic Excellence Higher Education Scholarships
Section 39.415	Technical Excellence Higher Education Scholarship
Section 118.13	Pupil Discrimination Prohibited

#### Wisconsin Administrative Code

PI 9.03(1)(d) Acceptance and administration of gifts, bequests, scholarships and other aids, benefits, or services to pupils from private agencies, organizations or persons

HEA 9 Wisconsin Academic Excellence Scholarship

#### Federal Law

Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and related civil rights laws

#### **CROSS REFERENCES**

Kenosha Unified School District School Board Policy 5120 Student Enrollment Reporting

Kenosha Unified School District School Board Policy 6456 Graduation Requirements

**ADMINISTRATIVE REGULATIONS: None** 

AFFIRMED: March 26, 2024

#### **Procedures for Awarding the Wisconsin Academic Excellence Scholarship**

The senior(s) with the highest weighted grade point average (GPA) based on the five consecutive semesters of the student's Kenosha Unified School District high school experience shall be selected as the high school's nominee(s) to receive the Wisconsin Academic Excellence High Education Scholarship. Ties will be broken and alternates will be designated as further provided by law and in these procedures. A student who receives the Academic Excellence Scholarship is not eligible to receive a Wisconsin Technical Excellence Higher Education Scholarship, and vice versa. Scholarship recipients and alternates shall be selected annually based on the students' GPA as it is normally determined by the high school and as shown, to the same number of decimal places, on the student's official transcript as of the last day of the fall semester prior to the spring semester in which the scholarship is awarded.

The following are additional minimum eligibility requirements that the district has established for the Academic Excellence Scholarship:

- 1. A student has senior status for purposes of competing for the scholarship if:
  - A. The student is in his/her fourth year of high school or an equivalent level program; and
  - B. By no later than the end of the spring semester in which the scholarship is awarded, the student has completed or is expected to complete all of the district's high school graduation requirements. A student cannot compete for the scholarship in more than one school year.
- 2. The student must be enrolled in the district's awarding high school as a full-time student (as identified in Kenosha Unified School District Policies 5120 and 6456) or participating in a district-approved foreign exchange program during the spring semester of his/her senior year, or he/she must have graduated from the high school early at the conclusion of the fall semester prior to the semester in which the scholarship is awarded.
- 3. The student must have been enrolled full-time in a Kenosha Unified High School for at least five consecutive semesters prior to the start of the spring semester in which the scholarship is awarded.
- 4. While enrolled in the awarding high school, the student must have earned a minimum of 21 graded credits, including health and physical education, that are included in the student's calculated GPA. Credits accrued through Start College Now or Early College Credit may be included in credit accumulation given that the student received high school credit for the course.

If a senior selected for the scholarship declines the scholarship in writing or is determined to be ineligible for the scholarship for any lawful reason, the district's scholarship recipient shall be selected from the list of alternate designees with the next highest GPAs in rank order. Per state law no alternate may have less than a 3.800 GPA or its equivalent.

In the case of a tie for the senior with the highest GPA and/or in the case of a tie in determining the rank order of alternate designees, the school administrator, in consultation with other licensed high school staff as needed, shall determine the scholarship nominee and certify, in rank order, the school's alternates. The following procedure, approved by the high school faculty on February 15, will be implemented to break ties:

- 1. <u>First tiebreaker</u>: If a tie remains, the student who has taken and completed the greatest combined number of high school honors courses, advanced placement courses, and dual credit courses with a B or higher
- 2. <u>Second tiebreaker</u>: If a tie remains, the student with the highest GPA in the core academic subject areas of mathematics, science, English/composition, and social studies, using the highest grades the student has earned in each such subject for up to the minimum number of credits in each subject that is required for high school graduation

For example, if the student has earned four credits in social studies courses but only three social studies credits are required for high school graduation, the student's lowest grade within that subject area will not be used in the tie-breaking calculation.

3. <u>Third tiebreaker</u>: The students' American College Test composite score from March of junior year

If an ACT score is not available for all of the students who are tied, move to the fourth tiebreaker.

4. <u>Fourth tiebreaker</u>: If a tie remains, the student with the most high school credits earned by the end of the semester prior to the semester in which the scholarship is awarded

#### Procedures for Awarding the Wisconsin Technical Excellence Higher Education Scholarship

The number of seniors permitted by state law with a demonstrated exemplary level of proficiency in technical education subjects, as determined under these procedures, will be selected as the high school's designee(s) to receive the Wisconsin Technical Excellence Higher Education Scholarship. Any ties will be broken and alternates will be designated as further provided by law and in these procedures. A student who receives a Wisconsin Technical Excellence Higher Education Scholarship is not eligible to receive a Wisconsin Academic Excellence Higher Education Scholarship, and vice versa.

The district's designation of its scholar(s) and alternate(s) is not a final determination that the student has met or will meet all applicable requirements for receipt of the scholarship funds. If a senior selected for the scholarship declines the scholarship or is determined to be ineligible for the scholarship for any lawful reason, the Wisconsin Higher Educational Aids Board (HEAB) may award the district's scholarship to a designated alternate recipient.

#### **DESIGNATING SCHOLARS AND ALTERNATES**

An eligible candidate for a Wisconsin Technical Excellence Higher Education Scholarship is a high school senior meeting one or more of the following criteria:

- 1. Is a career and technical education concentrator, which is a high school student who has completed at least three high school career and technical education courses in a program area/s leading to a degree or diploma in the student's chosen pathway
  - A student may be enrolled in (rather than have completed) the third course at the time of their nomination for technical education scholarship.
- 2. Has participated in a Youth Apprenticeship Program under the supervision of the Wisconsin Department of Workforce Development
- 3. Has participated in a Technical High School Diploma program as certified by the Wisconsin Department of Public Instruction
- 4. Has participated in a Career and Technical Training pathway as defined by the Wisconsin Department of Public Instruction
- 5. Has participated in a Skills Standards Program offered by the Wisconsin Department of Public Instruction
- 6. Has completed or is on track to complete an industry-recognized certification program approved by Wisconsin Statutes 115.367 (2)
- 7. Has participated in a Career and Technical Student Organization in Wisconsin: DECA; Future Business Leaders of America; Family, Career, and Community Leaders of America; National FFA Organization; HOSA or SkillsUSA
- 8. Has completed a technical training program for high school students offered by a University of Wisconsin System school, a Wisconsin Technical College System school, a tribal college in Wisconsin, or a private nonprofit college or university located in Wisconsin

The program must be offered by a Wisconsin college or university; programs held at these campuses but offered by others are not eligible.

The district shall identify its Wisconsin Technical Excellence Higher Education Scholarship designee(s) and alternate(s) using the following procedures:

- 1. Any high school senior who is eligible to compete for the scholarship shall declare his/her interest in being considered as a candidate by submitting, on a timely basis, a form or other means of notice as directed by the administration.
- 2. Members of the district's high school staff shall verify that each student who has submitted a timely declaration of interest meets the minimum eligibility requirements that are to be verified at the school level, including all such requirements established under these procedures or by the HEAB or the scholarship program's authorizing statute.
- 3. For purposes of ranking the qualified scholarship candidates and designating scholars and alternates, the district adopts the points-based ranking system established by the HEAB, under which students' GPAs in career and technical education courses serve as the initial tiebreaker if two or more relevant students have acquired the identical number of points.
- 4. The high school will designate and rank the alternate(s) for each designated scholar.

The school administrator, in consultation with other licensed high school staff as needed, shall be responsible for reviewing the relevant records and ranking and ordering the designated scholars and alternates, including applying tie-breaking procedures to the extent necessary.

The school administrator shall be responsible for ensuring that the district timely designates and notifies the HEAB of the district's scholars and alternates.

In order for a student to be a qualified local candidate for the Wisconsin Technical Excellence Higher Education Scholarship, a student must meet all of the following district-established requirements:

- 1. To compete for the scholarship, the student must meet all of the following minimum in-district school enrollment requirement(s):
  - A. The student must have been enrolled in the district's awarding high school (or in a district-sponsored alternative high school program or pathway) for at least one complete semester prior to the start of the spring semester in which the district designates its scholars and alternates.
  - B. While enrolled in the district as a full-time high school student, the student must have earned a minimum of 21 credits. Such credits must be completed and earned as of the date the district designates its scholars(s) and alternate(s).
- 2. No student may compete for the scholarship in more than one school year. A student has senior status for purposes of competing for the Wisconsin Technical Excellence Higher Education Scholarship and may compete for the scholarship in a school year in which all of the following are true:

- A. By no later than February 15 of the school year in which the student wishes to compete for the scholarship, the student must have completed at least 21 credits toward the district's minimum high school graduation credit requirements.
- B. The student is in at least his/her fourth year of high school or an equivalent level program.
- C. By no later than the end of the spring semester/prior to the start of the next fall school term that follows the spring semester in which the high school designates its scholars and alternates, the student must have completed or be expected to complete all of the district's high school graduation requirements and be expected to graduate with his/her high school diploma.
- D. The student must be enrolled in the district's high school as a full-time student or participating in a district-approved alternative education program or foreign exchange program during the spring semester of the school year in which the student competes for the scholarship, or he/she must have been awarded his/her high school diploma by the district earlier in that same school year.
- 3. As an additional limitation for determining when a student may compete for the scholarship, a student who is in his/her fourth year of high school (or an equivalent level program) and who, as of the beginning of the school term, could reasonably schedule sufficient courses during the term to receive his/her diploma at the end of the term, must compete for the scholarship in his/her fourth year of high school unless the school administrator concludes that there is good cause outside of the reasonable control of the student to waive this requirement.

### AWARDING POINTS FOR CAREER AND TECHNICAL EDUCATION COURSES AND CAREER AND TECHNICAL STUDENT ORGANIZATION PARTICIPATION

Points associated with career and technical education courses will be awarded based upon a standard of each .5 high school credit earned toward high school graduation earning .5 of a point. Career and technical education courses that are in progress during the grading period in which the district designates its scholars and alternates shall be counted in the point total based on the high school credit expected to be earned. The district will use the definition of career and technical education courses identified by the HEAB.

For points earned for participation during high school in a career and technical student organization (CTSO) that is offered in the district, the burden is on the student to demonstrate for each participation point claimed that he/she actively and regularly participated in a qualifying CTSO for substantially all of the school year in question. "Substantially all of the school year" means at least ¾ of the full school term in grades 9, 10, and 11 and beginning prior to November and continuing through February in grade 12.

#### HIGH SCHOOL GRADING POLICY

The district has a written high school grading system that shall be applied to the process of designating scholars and alternates for a Wisconsin Technical Excellence Higher Education Scholarship. To the extent it is necessary to calculate a student's overall GPA or a student's career and technical education GPA, the unrounded GPA shall be applied, so far as practical, in the same manner as it is applied to calculate the student's cumulative grade point average as reported on the student's high school transcript (including to the same number of decimal places).

#### **TIE-BREAKING PROCEDURES**

If, following a comparison of tied students' GPAs in career and technical education courses, the school administrator, in consultation with other licensed high school staff as needed, determines that two or more relevant students remained tied, the following additional tie-breaking procedures, which were developed and approved by representatives of the high school faculty, shall be applied in the order listed as may be necessary:

- 1. <u>First tiebreaker</u>: The total number of:
  - A. Technical college credits earned while the student has been in high school and
  - B. Technical college credits that are in progress during the current semester
- 2. <u>Second tiebreaker</u>: The students' cumulative high school grade point average
- 3. <u>Third tiebreaker</u>: Each student's highest American College Test (ACT) score if an ACT score is available for all of the students who remain tied
- 4. <u>Fourth tiebreaker</u>: The student with the most high school credits earned by the end of the semester prior to the semester in which the scholarship is awarded



February 13, 2024 6:30 – 7:15 P.M.

#### Agenda Items

То	pic	Purpose	Time allotted
1.	Review of Minutes – Adams, Chair  • October 10, 2023 Meeting Minutes	Review	2 Minutes
2.	<ul> <li>Process being used to evaluate the transportation changes</li> <li>Examples of the boundary change impacts</li> <li>Timeline for the evaluation and communication to families</li> <li>Cost impact and associated changes to minimize cost increases</li> </ul>	Sharing	35 Minutes

#### Other Information

Next Meeting: April 9, 2024

**Please Note**: Four or more School Board members may attend the February 13, 2024, Planning/Facilities Standing Committee Meeting. Section 19.82(2), Wisconsin Statutes, states in part as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that four or more members of the School Board attend, the above listed meeting may be rebuttably presumed to be a meeting within the meaning of Wisconsin's open meeting law. Notice is, therefore, given. The Board of Education will take no votes.

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## KENOSHA UNIFIED SCHOOL BOARD PLANNING/FACILITIES MEETING

John J. Hosmanek Educational Support Center Board Room October 10, 2023 MINUTES

A meeting of the Kenosha Unified Planning/Facilities Committee chaired by Ms. Adams was called to order at 5:55 p.m. with the following committee members present: Mrs. Modder, Mr. Barry, Ms. Gallo, Mr. Moon, Ms. Werve, Mr. Mason, and Ms. Pelto. Dr. Weiss, Ms. Schroeder, Mr. Finnemore, and Ms. Riedler were also present. Mr. Battle, Mrs. Schmaling, Mr. Coulson, Mr. Pokorny, and Ms. Gluzerman were absent.

Ms. Adams welcomed committee members and introductions were made.

#### Review of June 6, 2023 Minutes

There were no suggested changes made to the minutes.

# <u>Policy 3520 – School Nutrition Programs, Rule 3520 – School Nutrition Programs Fee and Reduced Price Meal Eligibility, and Policy 3522 – Milk Program</u>

Dr. Weiss began the discussion by explaining that the district has worked with WASB in reviewing our policies and that the policy revisions being brought forward were based on the prioritization recommendations from WASB.

Mr. Patrick Finnemore, Director of Facilities, and Ms. Emily Riedler, Food Services Director, presented changes to Policy and Rule 3520 and Policy 3522.

It was noted that Policy 3520 – School Nutrition Programs was last updated in 2007. Since its last update, there have been numerous changes to the School Nutrition program as a result of the United States Department of Agriculture (USDA) regulatory updates.

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.

There were no suggested changes to the revised policies as presented.

Mr. Finnemore gave an update on the Bradford Fieldhouse Floor Project. He noted that it would be completed in January, 2024.

It was noted that the next meeting would take place on February 13, 2024.

Meeting adjourned at 6:41 p.m.

Denise Ewing School Board Secretary

#### KENOSHA UNIFIED SCHOOL DISTRICT Kenosha, Wisconsin

February 13, 2024 Planning/Facilities Committee

#### TRANSPORTATION PLANNING RELATED TO RIGHTSIZING CHANGES

#### **Background:**

The purpose of this report is to provide the Planning/Facilities Committee with a summary of the steps being taken to prepare the district, students and families for the transportation changes related to the school closures and relocations associated with the Rightsizing Plan. The Facilities and Transportation departments were brought into the later stages of the Rightsizing planning process to evaluate the impacts on transportation for the different school closures and re-districting options. Once the School Board approved the plan at the December 12, 2023, meeting, the effort moved from evaluating options to planning for the 2024-25 school year.

#### **Transportation Changes Process:**

There are several steps that are being taken or planned in the near future to determine the transportation plan for the coming school year. These steps include:

- Evaluating each separate area impacted by the new boundaries and determining what addresses will change as it relates to qualifying for transportation (in either direction).
- Evaluating how to best serve new addresses that previously didn't qualify for transportation, but will now receive services, i.e. adding to a current route (yellow bus or city bus), reallocate existing resources to serve a different area, or adding a new route.
- Evaluating new walking routes for students that previously qualified for transportation or are now walking to a different school than they previously did. This includes looking at crossing guard relocations in conjunction with the City of Kenosha Police Department Safety Center.
- Working with First Student and City Transit to identify additional resources (busses, routes, drivers, etc.) that will be needed to serve any new bus routes. This will include meeting with First Student leadership so that they understand the importance of meeting our needs of additional equipment and bus drivers.
- Re-evaluating every bus pairing to determine the most efficient use of each bus and driver on both the morning and afternoon routes. This evaluation will include looking at the bell times for schools and making adjustments as necessary to minimize the cost impact of these new routes.

- Working with District Administration to gain approval of any bell time changes and notifying the affected schools of those changes
- Notifying students and families whether they qualify for transportation services for the coming year as well as what the route will be (yellow or city) and other associated information. We will also have information available for students and families that do not qualify for transportation, such as locations of crossing guards and will make ourselves available to answer their questions regarding what their safe walking path will be.

#### **Examples of New Boundary Impacts**

The Attachment to this report includes a couple of examples of the impact of a hypothetical boundary change. Figure 1 of the attachment shows how an area can move from walking to bussing (orange), or from bussing to walking (yellow) based on the location of the addresses and the location of the new attendance school. Figure 2 of the attachment shows examples of:

- An address moving from walking to bussing (orange)
- An address going from a shorter walk to a longer walk (pink)
- An address going from a longer walk to a shorter walk (yellow)

These types of changes will exist in almost all of the areas that are impacted by the new boundaries.

#### **Planning Timeline:**

#### Feb 2<sup>nd</sup>

 Official meeting with City Transit on route changes and preliminary additions needed for the 24-25 SY

#### Feb 9th

- All new attendance, hazards, busing and walking boundaries are completed and in the 24-25 Versatrans data set. Versatrans is the bus routing software that the District uses.
- Student grade advancement will be completed using this year's current grade levels and schools

#### April 12<sup>th</sup>

 Schedule upcoming meeting date between KUSD and First Student senior management to discuss equipment and driver needs.

#### April 19<sup>th</sup>

 Complete all big busing routes and provide First Student with the final number of routes needed for the 24-25 SY

#### April 26<sup>th</sup>

- Have walking paths finalized and approved with the help of City Safety Center.
- Have a new crossing guard plan in place to support school walking plans

#### May 3<sup>rd</sup>

- Send out the approved walking paths to elementary and middle schools with nonbusing areas to share with their students and parents
- This will include the new placement of crossing guards

#### May 22<sup>nd</sup>

 Have bell time study completed with the help of First Planning Solutions (the organization we consult with on bus routing)

#### May 24th

- Submit official request of new bell times to District Administration
- Send official notice of final new equipment and new driver needs to both City Transit and First Student
- Send out notification to students and families of their transportation services for the 24-25 SY

#### **Cost Impact Determination:**

As part of the preliminary transportation evaluation performed of the various rightsizing scenarios, we included a potential cost impact. A more detailed cost impact will be finalized once the final transportation plan has been developed and approved. The steps discussed earlier are being implemented, in part, to maximize efficiencies in bus routes in order to minimize the cost increases associated with the school closures.

Dr. Jeffery Weiss Superintendent of Schools Patrick Finnemore, P.E. Director of Facilities

Jeffrey Marx Transportation Supervisor

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#### Standing Committee Meeting Personnel

February 13, 2024 7:15 – 8:00 P.M. ESC Boardroom

#### Agenda Items

Topic		Purpose	Time
			allotted
1.	Review of Minutes – Price, Chair	Review	2 Minutes
	<ul> <li>October 10, 2023 Meeting Minutes</li> </ul>		
2.	Policy 8870 – Public Participation at Board	Sharing/	20 Minutes
	Meetings – Neir	Feedback	
3.	Reduction in Force (RIF) Process – Neir	Sharing	20 Minutes

#### Other Information

Next Meeting: April 9, 2024

**Please Note**: Four or more School Board members may attend the February 13, 2024, Personnel Standing Committee Meeting. Section 19.82(2), Wisconsin Statutes, states in part as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that four or more members of the School Board attend, the above listed meeting may be rebuttably presumed to be a meeting within the meaning of Wisconsin's open meeting law. Notice is, therefore, given. The Board of Education will take no votes.

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#### POLICY 8870 PUBLIC PARTICIPATION AT SCHOOL BOARD MEETINGS

The School Board, as a representative body of the District, wishes to provide an avenue for any citizen to express interest in and concerns for the schools. Meetings of the Board shall be open to the public, except executive sessions, and the public shall be cordially invited to attend Board meetings.

Citizens wishing to present requests or views directly to the Board-shall be afforded the privilege during the "Views and Comments" portion of the agenda at each regular Board meeting, and at special Board meetings as appropriate. Consistent with the Board's responsibility for conducting the business of the District in an orderly and efficient manner, public presentations may be regulated.

Citizen comments and questions at any Board meeting may deal with any topic related to District issues or concerns and/or the Board's agenda. However, in public session, the Board shall not hear irrelevant, repetitive, or abusive speech that causes disruption to the orderly conduct of the meeting. The Board also shall not hear discussion of confidential personnel disputes or grievances involving individual school employees that do not implicate issues of public concern, or individual student disciplinary matters, as there are other channels available in the District that provide for consideration and disposition individuals of such matters. The Board President may set time limits and other administrative requirements as appropriate on the public's participation at Board meetings.

In lieu of speaking during the "Views and Comments" portion of the agenda, timely received written communication shall be read and/or noted in the Board meeting minutes upon the specific request of a citizen. Also, citizens may write to the Board to ask questions, express concerns and make proposals or comments for consideration by the Board. Written communication to the Board should normally be addressed to the Board President. Citizen comments will be limited to three minutes per person and conclude after 45 minutes unless otherwise determined by a motion to extend speaking time approved by a majority vote.

LEGAL REF.: Wisconsin Statutes

Sections 19.83(2) [Board discussion of matters raised during period of public comment] 19.84(2) [Public notice of public comment period]

CROSS REF.: 8710, Regular School Board Meetings

8720, Special School Board Meetings

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: December 28, 1990

REVISED: August 26, 1997

July 10, 2001 June 25, 2002 June 24, 2003 December 14, 2010 February 25, 2014 February 24, 2015

### RULE 8870 PUBLIC PARTICIPATION AT SCHOOL BOARD MEETINGS

Presentations to the School Board by members of the public shall be regulated in the following manner:

- 1. Individuals wishing to speak during the "Views and Comments" portion of the Board meeting shall sign up online using the link provided in the meeting agenda notice. Individuals can also sign up to speak by adding their name to the printed speaker list on the day of the meeting once the doors have been opened and must be done prior to the commencement of the meeting. Persons or groups wishing to make presentations to the Board during the "Views and Comments" portion of the Board meeting agenda shall sign up on a sheet provided for this purpose prior to the meeting. Persons wishing to state their views to the Board may also call the Superintendent of Schools' Office prior to 4:00 p.m. on the day of a Board meeting to request that they be placed on the list of speakers.
- 2. Speakers shall be limited to three minutes and to speaking only once during the "Views and Comments" portion of each meeting. Time for speaking will be allocated only by the Board President, or other presiding officer, and may not be reallocated by speakers to others. The Board President, or other presiding officer, may honor a request to permit a speaker more time than provided, for good reason, hearing no objection from the Board.
- 3. The "Views and Comments" portion of regular and special meeting agendas shall conclude after 45 minutes at the beginning of the meeting. This time allotment may be extended by a **majoritytwo** thirds vote of the Board.