



**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

**May 28, 2024 at 7 p.m.**

**John J. Hosmanek Educational Support Center**  
Board Meeting Room  
3600 52<sup>nd</sup> St., Kenosha WI, 53144

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Regular School Board Meeting  
May 28, 2024  
John J. Hosmanek Educational Support Center  
3600 52nd St.  
Kenosha, WI 53144  
7:00 PM

I. Pledge of Allegiance	
II. Roll Call of Members	
III. Awards/Recognition	
• Junior Theatre Festival Atlanta Awards	
• DECA State Award Recipients and DECA Internationals Qualifiers	
• District Wide Art Show Collection Awards	
• LakeView SkillsUSA State Conference and Competition Awards	
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	5
Recommendations Concerning Appointments, Leaves of Absence, Retirements, Resignations and Separations	
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Policy 4227 - Staff-Student Relationships and Professional Boundaries	
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2024 KUSD Parent/Guardian Survey	
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O. Discussion/Action	108
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P. Discussion/Action	109
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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 (June-July)	111



XVI. Predetermined Time and Date of Adjourned Meeting, if Necessary

XVII. Adjournment

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**Kenosha Unified School District**

**Kenosha, WI**

**May 28, 2024**

**The Office of Human Resources recommends the following actions:**

<b>ACTION</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL/DEPT</b>	<b>POSITION</b>	<b>STAFF</b>	<b>DATE</b>	<b>FTE</b>
Appointment	Angel	Francesca	Department of Special Education	Accounting Specialist	AST	04/29/2024	1
Appointment	Belko	Yelka	EBSOLA DL	Dual Spanish	Instructional	08/26/2024	1
Appointment	Cross	Leanna	Lance Middle School	Unit Manager	Food Service	04/16/2024	1
Appointment	Hess	Barbara	Office of Student Support	Social Worker	Instructional	08/26/2024	1
Appointment	Hodges	Sarah	Prairie Lane Elementary School	Special Education	ESP	04/29/2024	1
Appointment	Michaud	Hannah	Whittier Elementary School	Cross Categorical	Instructional	08/26/2024	1
Appointment	Parker	Kimberley	Somers Elementary School	Grade 3	Instructional	08/26/2024	1
Appointment	Primmer	Drake	Indian Trail HS & Academy	Security	ESP	04/22/2024	1
Appointment	Tolefree	Tracee	Brass Community School	Classroom	ESP	05/06/2024	1
Appointment	Turner	Elizabeth	Grant Elementary School	Grade 3	Instructional	08/26/2024	1
Appointment	Zemke	Carrie	Department of Special Education	Cross Categorical	Instructional	08/26/2024	1
Resignation	Barker	Ralena	Washington Middle School	Security	ESP	06/12/2024	1
Resignation	Beilgard	Carol	4K Program	4K Program	Instructional	06/13/2024	0.5
Resignation	Bragstad	Rachel	Bullen Middle School	Social Worker	Instructional	06/13/2024	1
Resignation	Chatman	Chanette	Vernon Elementary School	Guidance	Instructional	06/13/2024	1
Resignation	Dahms	Allyson	KTEC West	Grade 1	Instructional	06/13/2024	1
Resignation	Del Real	Maria	Title I	Teacher Liaison	Instructional	06/13/2024	1
Resignation	Ellsworth	Connie	The Brompton School	Cross Categorical	Instructional	06/13/2024	1
Resignation	Enwright	Leah	KTEC West	Math	Instructional	06/13/2024	1
Resignation	Erwin	Karla	Tremper High School	Intervention Specialist	Instructional	06/13/2024	1
Resignation	Hernandez	Antonio	Curtis Strange Elementary School	Night Custodian Second Shift	Facilities	05/31/2024	1
Resignation	Holst	Kelsey	Tremper High School	Business	Instructional	06/13/2024	1
Resignation	Jazdzewski	Kelly	Vernon Elementary School	Special Education	ESP	06/12/2024	1
Resignation	Kosier	Jasmyn	Harborside Academy	Instrumental Music	Instructional	06/13/2024	1
Resignation	Lopez	Maya	Lincoln Middle School	English	Instructional	06/13/2024	1
Resignation	McDonough	Sally	Harborside Academy	Biology/Life Science	Instructional	06/13/2024	1
Resignation	Nowak	Dennis	Southport Elementary School	Special Education	ESP	05/20/2024	1
Resignation	Page	Brandon	Washington Middle School	Social Studies	Instructional	06/13/2024	1
Resignation	Przybylski	Matthew	Southport Elementary School	E.C.	Instructional	06/13/2024	1
Resignation	Reget	Sheri	Lance Middle School	Cross Categorical	Instructional	06/13/2024	1
Resignation	Rybarik	Kayleigh	Bullen Middle School	Science	Instructional	06/13/2024	1

**Kenosha Unified School District**

**Kenosha, WI**

**May 28, 2024**

**The Office of Human Resources recommends the following actions:**

Resignation	Schibler	Leah	Department of Special Education	Occupational Therapy	Instructional	06/13/2024	1
Resignation	Schwenk	Kate	School Leadership	Administrative Specialist (12 MO)	ASP	05/24/2024	1
Resignation	Semon	Janel	Title I	Teacher Liaison	Instructional	06/13/2024	1
Resignation	Toler	Catherine	Pleasant Prairie Elementary School	Music	Instructional	06/13/2024	1
Resignation	Tuttle	Jessica	Communications	Communications Specialist	AST	05/03/2024	1
Resignation	Venci	Matthew	Indian Trail HS & Academy	Security	ESP	04/22/2024	1
Resignation	Watring	Jill	Human Resources	HRIS Specialist (12 MO)	ASP	08/02/2024	1
Resignation	Winget	Megan	Bradford High School	Social Studies/History	Instructional	06/13/2024	1
Retirement	Bolyard	Ruth	Bullen Middle School	Unit Manager	Food Service	06/12/2024	1
Retirement	Broesch	Nancy	Department of Special Education	L.D. Program Support	Instructional	06/13/2024	1
Retirement	Dietman	Cynthia	Chavez Learning Station	E.C.	Instructional	06/13/2024	1
Retirement	Friery	John	Bradford High School	E.D.	Instructional	06/13/2024	1
Retirement	Hardy	Troy	Tremper High School	Cross Categorical	Instructional	06/13/2024	1
Retirement	Loewen	James	EBSOLA CA	Night Custodian Second Shift	Facilities	06/14/2024	1
Retirement	Maegaard	Denise	Frank Elementary School	Special Education	ESP	06/12/2024	1
Retirement	Ruffolo	John	Bradford High School	English	Instructional	06/13/2024	1
Retirement	Schmitz	William	Educational Support Center	Night Custodian Second Shift	Facilities	06/21/2024	1
Retirement	Schutzen	Jill	Bradford High School	Administrative Support (10 MO)	ASP	06/20/2024	1
Retirement	Sides	Kari	Nash Elementary School	Grade 1	Instructional	06/13/2024	1
Retirement	Smith	Ruth	Pleasant Prairie Elementary School	Special Education	ESP	06/12/2024	1
Retirement	Sorenson Jr	David	Facilities	HVAC Mechanic	Facilities	07/10/2024	1
Retirement	Wasurick	Jane	Department of Special Education	Occupational Therapy	Instructional	06/13/2024	1
Separation	Enwright	Christian	KTEC West	Science	Instructional	05/09/2024	1

SPECIAL MEETING & EXECUTIVE SESSION  
OF THE KENOSHA UNIFIED SCHOOL BOARD  
HELD APRIL 23, 2024

A special meeting of the Kenosha Unified School Board was held on Tuesday, April 23, 2024 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 5:29 p.m. with the following members present: Mrs. Modder, Mrs. Schmaling, Ms. Stevens, Mr. Price, Mrs. Landry, Mr. Tierney, and Ms. Adams. Mr. Tarik Hamdan, Chief Financial Officer, was also present. Attorney Chrissy Hamiel of Attoles Law joined in virtually later.

Ms. Adams, President, opened the meeting by announcing that this was a special meeting of the School Board of the Kenosha Unified School District. Notice of this special meeting was given to the public by forwarding a copy of the notice to all requesting radio stations and newspapers.

Ms. Adams announced that an executive session was scheduled to follow this special meeting for the purposes of Litigation.

Mr. Price moved that the executive session be held. Second by Ms. Stevens. Motion carried unanimously. Moved into closed session at 5:30 p.m.

1. Litigation

Mr. Hamdan explained the current legal situation, talked about the documents provided, and then introduced Attorney Chrissy Hamiel who joined the meeting virtually at 5:40 p.m. Attorney Hamiel gave a detailed update regarding the litigation situation and presented options for the board to consider.

Mrs. Schmaling moved to adjourn the meeting. Second by Mr. Price. Motion carried unanimously.

Meeting adjourned at 6:11 p.m.

Denise Ewing  
School Board Secretary

ORGANIZATIONAL MEETING OF THE  
KENOSHA UNIFIED SCHOOL BOARD  
HELD APRIL 23, 2024

An organizational meeting of the Kenosha Unified School Board was held on Tuesday, April 23, 2024, at 6:30 P.M. in the ESC Board Meeting Room. Ms. Adams, President, presided.

Ms. Adams called the meeting to order at 6:30 p.m. with the following members present: Ms. Landry, Mrs. Modder, Mr. Price, Mrs. Schmaling, Ms. Stevens, Mr. Tierney, and Ms. Adams.

Ms. Adams opened the meeting by announcing that this was the organizational meeting of the School Board of Kenosha Unified School District. Notice of this organizational 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 at the Superintendent's Office. Anyone desiring information as to forthcoming meetings should contact the Superintendent's Office.

Mrs. Ewing asked Mrs. Landry, Mrs. Modder, Mr. Price, and Mr. Tierney to step forward individually and repeat the Oath of Office. Mrs. Ewing swore in Mrs. Landry, Mrs. Modder, Mr. Price, and Mr. Tierney. Mrs. Landry, Mrs. Modder, and Mr. Price were elected to three-year terms and Mr. Tierney was elected to a two-year term at the April 2, 2024 spring election.

Ms. Adams noted that nominations were then in order for Board President, Vice-President, Treasurer, Clerk, and Secretary.

Ms. Stevens nominated Mrs. Modder for President. Mrs. Landry nominated Mr. Price for President. Ms. Adams closed the floor for nominations and a roll call vote was taken. Mr. Price received two votes. Mrs. Modder received five votes. Mrs. Modder was declared President of the board.

Mrs. Modder moved to the President's chair and took over as moderator for the remainder of the meeting.

Mr. Price nominated Ms. Stevens for Vice-President. There being no further nominations, Mrs. Modder moved that nominations be closed and that Ms. Stevens be elected as Vice-President by acclamation. Motion carried unanimously.

Mr. Price nominated Ms. Adams for Treasurer. Ms. Adams nominated Mrs. Schmaling for Treasurer. Ms. Adams declined her nomination. There being no further nominations, Mrs. Modder moved that nominations be closed and that Mrs. Schmaling be elected as Treasurer by acclamation. Motion carried unanimously.

Ms. Stevens nominated Mr. Price for Clerk. There being no further nominations, Mrs. Modder moved that nominations be closed and that Mr. Price be elected as Clerk by acclamation. Motion carried unanimously.

Mr. Price moved that the School Board meetings continue to be held at 7:00 p.m. on the fourth Tuesday of each month at the John J. Hosmanek Educational Support Center and school sites yet to be determined. Second by Ms. Stevens. Motion carried unanimously.

Mrs. Ewing distributed the drawing containers to each board member, noted the numbers, and announced the new voting order as follows:

1. Mrs. Schmaling
2. Ms. Adams
3. Mr. Price
4. Mr. Tierney
5. Ms. Landry
6. Ms. Stevens
7. Mrs. Modder

Mrs. Modder noted that no action will be taken on this item at this time. She will confer with the Board Secretary and will be in touch with board members in regards to committee preferences and assignments at a later date.

Mr. Price moved that the School Board authorize the President's signature to appear on all checks as the third signature with the Clerk and Treasurer and authorize the use of facsimile signatures of the President, Clerk and Treasurer on all checks. Second by Ms. Stevens. Motion carried unanimously.

Ms. Adams moved that the School Board approve the list of legal firms as contained in the agenda. Second by Mrs. Schmaling. Motion carried unanimously.

Ms. Adams moved that the School Board adopt the attached Schedule of Authorized Public Depositories and assign the Chief Financial Officer the authority to approve draws as needed, in the form of the \$2,000,000 Line of Credit through Johnson Bank. Second by Ms. Stevens. Motion carried unanimously.

Ms. Stevens moved that Mr. Price be appointed as board delegate and participate as such at the CESA #1 Board of Control Annual Convention on May 21, 2024. Second by Mrs. Landry. Motion carried unanimously.

Ms. Stevens moved that the meeting be adjourned. Second by Ms. Adams. Motion carried unanimously.

Meeting adjourned at 6:43 p.m.

Denise Ewing  
School Board Secretary

REGULAR MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD APRIL 23, 2024

A regular meeting of the Kenosha Unified School Board was held on Tuesday, April 23, 2024, at 7:00 p.m. in the Board Room at the John J. Hosmanek Educational Support Center. Mrs. Modder, President, presided.

The meeting was called to order at 7:00 p.m. with the following Board members present: Ms. Adams, Mrs. Schmaling, Ms. Stevens, Dr. Price, Mrs. Landry, Mr. Tierney and Mrs. Modder. A quorum of members was present. Mr. William Haithcock, Chief of School Leadership, was also present.

Mrs. Modder, 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.

No Awards or Recognitions.

Mr. Haithcock gave the Superintendent's Report in Dr. Weiss's absence.

Dr. Price gave the Legislative Report.

Views and comments were made by the public, beginning at 7:04 p.m.

Mrs. Schmaling made a motion at 7:50 p.m. to extend views and comments beyond the allotted 45 mins. Second by Mrs. Landry. Motion carried unanimously.

Views and comments concluded at 8:11 p.m.

Mrs. Schmaling introduced the student ambassador, Sriharsha Sitamraju from Harborside Academy, and he made his comments.

No remarks were made by the President.

No Administrative or Supervisory Appointments.

Ms. Adams moved to approve the consent agenda (items A-C) as printed. Second by Ms. Stevens. Motion carried unanimously.

There were no old business items.

Mr. Haithcock presented Policy 6424 – Title I Programming, along with Mr. Rob Neu, Director of Title Programs. This new policy was submitted by Dr. Weiss, Mr. Tarik Hamdan, Chief Financial Officer, Mr. Haithcock and Mr. Neu.



Ms. Stevens made a motion to approve Policy 6424 – Title I Programming as a first reading. Second by Mr. Price. Motion carried unanimously.

Mr. Haithcock, along with Mr. Steve Lockrem, Maintenance Supervisor, presented the Request to Purchase Vape Detectors, submitted by Dr. Weiss and themselves.

After questions and discussion, Ms. Stevens made a motion that this request is Laid on the table in order to gather further information. Second by Mr. Price. Motion carried with Mr. Tierney and Mrs. Schmaling dissenting.

Mr. Kevin Neir, Chief Human Resources Officer, introduced Brown & Brown and United Health Care representatives to present the Medical Plan Design Review submitted by Dr. Weiss, Mr. Hamdan, and Mr. Neir. Mr. Chris Smessaert, Senior Benefits Consult and – Vice President, and Ms. Michelle Mazola, Benefits Consultant, represented Brown & Brown. Mr. Dustin Hinton, Health Plan CEO, Ms. Kimberly Bluhm, Strategic Account Executive, and Ms. Antonia Sanfilippo, Senior Field Account Manager, represented UHC.

Mr. Price made a motion to approve the Administration's recommendation of Option 1 of the UHC Nexus ACO Network plan design as presented, for an estimated savings of \$1.98MM. Second by Ms. Stevens. Motion carried with the chair abstaining.

Mr. Neir explained that the Final Notice of Nonrenewal for Teachers Under Contract would not be presented, due to the fact that all teachers now have a placement within the district.

Ms. Stevens presented Resolution 423 – Mental Health Awareness Month 2024 (May).

Ms. Adams made a motion to approve Resolution 423 – Mental Health Awareness Month 2024 (May). Second by Mrs. Schmaling. Motion carried.

Ms. Schmaling read and moved to approve the five donations to the district. Second by Mr. Price. Motion carried unanimously.

Board Members made announcements.

Mrs. Schmaling moved to adjourn the meeting. Second by Mr. Price. Motion carried unanimously.

Meeting adjourned at 9:25 p.m.

Denise Ewing  
School Board Secretary

SPECIAL MEETING & EXECUTIVE SESSION  
OF THE KENOSHA UNIFIED SCHOOL BOARD  
HELD MAY 7, 2024

A special meeting of the Kenosha Unified School Board was held on Tuesday, May 7, 2024, in the Board Room 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 5:00 p.m. with the following members present: Ms. Adams, Mr. Price, Mr. Tierney, Mrs. Landry, and Mrs. Modder. Dr. Weiss was also present. Mr. Neir, Attorney Christine Hamiel from Attolles Law, s.c., Attorney Ryan Heiden from von Briesen & Roper, s.c., Attorney Jaclyn Kallie from Gimbel, Reilly, Guerin & Brown, LLP, and Ms. Susan Taylor, court reporter, joined the meeting later. Mrs. Schmaling and Ms. Stevens were excused.

Mrs. Modder, 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.

Mrs. Modder announced that an executive session had been scheduled to follow this special meeting to consider dismissal, demotion, licensing, or discipline of a public employee or person licensed by a board or commission, the investigation or charges against such person, consider the granting or denial of tenure for a university faculty member, the taking of formal action on any such matter, and deliberate concerning a case which was the subject of a quasi-judicial hearing before the Board, consider the dismissal or discipline of a public employee, the investigation of charges against such person, the taking of formal action on any such matter, and to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Ms. Adams moved that the executive session be held. Mr. Price seconded the motion.

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

Parties moved into executive session at 5:03 p.m. in Room 125. Mr. Neir (virtually), Attorney Hamiel, Attorney Heiden, Attorney Kallie and Ms. Taylor joined the meeting.

1. Termination Hearing

Attorney Hamiel and Attorney Kallie gave opening statements.

Mr. Kevin Neir, Chief Human Resources Officer, was sworn in by the court reporter. Mr. Neir presented information to the board including the employee's contract,

executive summary with exhibits, the Kenosha Police Department's report, district policy 4226, excerpts of the employee handbook, employee handbook acknowledgement, the recommendation of termination notice, and the statement of charges.

The board recessed at 6:40 p.m. and reconvened at 6:44 p.m.

Attorney Kallie was given time to ask questions of Mr. Neir.

Attorney Hamiel was given time to ask questions of Mr. Neir

Board members were given time to ask questions of Mr. Neir.

Exhibits A through I were accepted into the record by Attorney Heiden.

Dr. Weiss and Attorney Kallie gave closing statements.

Mr. Neir, Dr. Weiss, Attorney Hamiel, Attorney Kallie, and Ms. Taylor left the meeting room at 7:49 p.m. Board members and Attorney Heiden discussed the case privately. There was consensus to terminate the employment and employment contract of the employee for just cause effective immediately.

Mr. Price made a motion to reconvene open session in the Board Room. Mrs. Landry seconded the motion. Motion carried unanimously.

Open session reconvened at 8:05 p.m. in the Board Room.

Mr. Price moved to terminate the employment and employment contract of Mr. Christian Enwright for just cause effective immediately. Mr. Tierney seconded the motion.

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

Meeting adjourned at 8:07 p.m.

Stacy Schroeder  
Executive Assistant

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Kenosha Unified School District  
Kenosha, Wisconsin  
Summary of Cash Receipts and Disbursements  
May 28, 2024

<b>CASH RECEIPTS</b>	reference	total
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**April 2024 Wire Transfers-In, to Johnson Bank from:**

WI Department of Public Instruction	<i>state aids register receipts</i>	\$ 2,372,178.30
District Municipalities	<i>tax settlement - April payment</i>	1,580,886.12
Bankcard Services (MyLunchMoney.com)	<i>food services credit card receipts (net of fees)</i>	33,491.68
Bankcard Services (Purplepass)	<i>fine arts ticket sales receipts (net of fees)</i>	3,589.79
Bank (Infinite Campus)	<i>district web store receipts (net of fees)</i>	109,511.45
Retired & Active Leave Benefit Participants	<i>premium reimbursements</i>	40,969.76
Various Sources	<i>small miscellaneous grants / refunds / rebates</i>	14,455.43
Total Incoming Wire Transfers		<u>4,155,082.53</u>

**April 2024 Deposits to Johnson Bank - All Funds:**

General operating and food services receipts	<i>(excluding credit cards)</i>	<u>218,779.49</u>
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**TOTAL APRIL CASH RECEIPTS**

**\$ 4,373,862.02**

<b>CASH DISBURSEMENTS</b>	reference	total
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**April 2024 Wire Transfers-Out, from Johnson Bank to:**

*Payroll & Benefit wires*

Individual Employee Bank Accounts	<i>net payrolls by EFT (net of reversals)</i>	\$ 8,194,813.24
WI Department of Revenue	<i>state payroll taxes</i>	469,017.21
WI Department of Revenue	<i>state wage attachments</i>	1,397.29
IL Department of Revenue	<i>IL state payroll taxes</i>	11,069.05
IRS	<i>federal payroll taxes</i>	2,764,266.85
Delta Dental	<i>dental insurance premiums</i>	214,005.05
Diversified Benefits Services	<i>flexible spending account claims</i>	9,431.40
Employee Trust Funds	<i>wisconsin retirement system</i>	1,714,811.88
NVA	<i>vision insurance premiums</i>	18,639.13
Aflac	<i>insurance premiums</i>	42,525.10
Optum	<i>HSA</i>	329,493.07
Various	<i>TSA payments</i>	310,119.04

*Subtotal* 14,079,588.31

*General Operating Wires*

US Bank	<i>purchasing card payment-individuals</i>	181,627.49 *
Aegis	<i>workers' compensation payment</i>	200,000.00
Kenosha Area Business Alliance	<i>LakeView lease payment</i>	18,371.22
United Healthcare	<i>health insurance premiums</i>	4,159,278.13
Awardco	<i>Recognition Awards</i>	25,900.00

*Subtotal* 4,585,176.84

Total Outgoing Wire Transfers \$ 18,664,765.15

**April 2024 Check Registers - All Funds:**

Net payrolls by paper check	<i>Register# 01007DP, 01008DP</i>	\$ 2,450.46
General operating and food services	<i>Check# 632911 thru Check# 633634 (net of void batches)</i>	5,186,107.25
Total Check Registers		<u>\$ 5,188,557.71</u>

**TOTAL APRIL CASH DISBURSEMENTS**

**\$ 23,853,322.86**

\*See attached supplemental report for purchasing card transaction information

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

Billing Cycle Ending April 15, 2024

Merchant Name	Total
HOTEL	\$ 15,851.89
RESTAURANTS & CATERING	\$ 10,549.52
MENARDS KENOSHA WI	\$ 10,351.17
AD MADISON	\$ 9,185.00
ASG GLOBAL, INC. - ART	\$ 8,363.43
HAJOCA KENOSHA PC354	\$ 7,586.19
(PC) 3654 INTERSTATE	\$ 5,337.64
HALLMAN LINDSAY PAINTS -	\$ 3,828.43
QUALITY LOGO PRODUCTS	\$ 3,566.15
DT CRYSTAL CITY CERTIFI	\$ 3,516.87
ULINE *SHIP SUPPLIES	\$ 2,650.35
IC* INSTACART	\$ 2,556.95
MARK'S PLUMBING PARTS	\$ 2,456.38
TARGET.COM *	\$ 2,201.58
BURRIS EQUIPMENT CO.	\$ 2,160.25
SP FLOORBUFFERS.COM	\$ 2,158.88
HEAT & POWER PRODUCTS INC	\$ 2,072.26
PY *CAVE OF THE MOUNDS	\$ 2,041.00
SP BLACKHAWK SUPPLY	\$ 2,013.90
PAYPAL *WISCONSINAS	\$ 2,000.00
FOUNDATION BLDG 045	\$ 1,989.18
GROSH BACKDROPS & DRAPERY	\$ 1,873.96
HOMEDEPOT.COM	\$ 1,807.61
HUDL	\$ 1,799.00
FOUNDATION BLDG 047	\$ 1,661.06
HYDRO-FLO PRODUCTS INC	\$ 1,608.56
VEHICLE MAINT. & FUEL	\$ 1,589.84
CDW GOVT #QM29501	\$ 1,550.39
C CRETORS & CO	\$ 1,502.25
FIRST SUPPLY KENOSHA	\$ 1,446.95
WWW.WISMATH.ORG	\$ 1,350.00
SQ *BADGERLAND MECHANICAL	\$ 1,258.00
TOTAL CYCLERY KENOSHA	\$ 1,244.73
SQ *BLUE SKY INFLATABLES	\$ 1,220.00
TIMBER-LEE MINISTRIES I	\$ 1,206.00
WEBCONNEX LLC	\$ 1,193.94
MECHANICAL TECHNOLOGIES	\$ 1,125.00
AMZN MKTP US*FF1571CE3	\$ 1,079.60
CNK*CINEMARK HQ 001	\$ 1,071.00
WISCONSIN SCHOOL MUSIC AS	\$ 1,018.40
DISCOVERY WORLD	\$ 995.00
FLAG CENTER	\$ 941.70
VSI*MITCHELLPARKDOMES	\$ 928.00
AMZN MKTP US*7370E9M53	\$ 879.96
GRAINGER	\$ 871.87
SAMS CLUB#6331	\$ 865.26
AIRLINE	\$ 855.16

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

Billing Cycle Ending April 15, 2024

Merchant Name	Total
MONSTER JANITORIAL LLC	\$ 840.54
WALMART.COM	\$ 838.88
WOODWORKERS HARDWARE I	\$ 832.75
VACLAND	\$ 807.79
FERGUSON ENT #1020	\$ 789.01
MARZANO RESEARCH LAB	\$ 769.00
HIGHWAY C SERVICE INC	\$ 733.88
DASH MEDICAL GLOVES	\$ 728.55
LYNCH TRUCK CENTER	\$ 708.75
AMZN MKTP US*RH0AW9DL2	\$ 707.98
STERICYCLE INC/SHRED-IT	\$ 702.26
THEEVENTSCALPLUGINS	\$ 699.00
TRANE SUPPLY-116407	\$ 678.52
MENARDS.COM	\$ 660.91
EBAY O*13-11428-91971	\$ 616.95
FERGUSON ENT, INC 448	\$ 597.69
AMZN MKTP US*QE6G45H13	\$ 587.45
BUILDING CONTROLS & SOLUT	\$ 587.40
SAMSClub #6331	\$ 580.31
SP TARP SUPPLY INC.	\$ 577.39
COSTCO WHSE #1198	\$ 573.35
GOPHER FAMILY BRANDS	\$ 553.30
ACMETOOLS.COM	\$ 550.69
KENOSHA PUB MUSEUM	\$ 547.00
NASSP PRODUCT & SERVICE	\$ 540.00
S & S SALES CORP	\$ 522.18
WI	\$ 520.80
JOHNSTONE SUPPLY - RACINE	\$ 511.60
HALOGEN SUPPLY COMPANY IN	\$ 509.71
SAMSClub.COM	\$ 494.26
U-HAUL MOVING & STORAGE O	\$ 493.93
THE LIGHTING SOURCE LL	\$ 490.37
L & S ELECTRIC, INC.	\$ 486.45
GAMESTOP 7591	\$ 486.07
NOVISIGN LTD	\$ 480.00
SMITH WALBRIDGE BAND PROD	\$ 480.00
SAN-A-CARE	\$ 479.00
LOWES #02560*	\$ 473.64
MENARDS RACINE WI	\$ 463.33
MICRO FORMAT	\$ 460.05
AMZN MKTP US*BZ2987CD3	\$ 456.98
AMZN MKTP US*RA9668KR1	\$ 448.89
WAL-MART #1167	\$ 439.13
SQ *DESIGNS BY KING	\$ 428.00
ADOBE INC.	\$ 411.31
SHELVING.COM	\$ 409.49
REINDERS BRISTOL	\$ 405.18

**KUSD Purchasing Card Program - Individual Cardholders**

## Transaction Summary by Merchant

Billing Cycle Ending April 15, 2024

Merchant Name	Total
AMZN MKTP US*WZ1ZR3YH3	\$ 389.50
MAILCHIMP *MISC	\$ 376.00
DRAPHIX/TEACHER DIRECT	\$ 370.71
AMZN MKTP US*LA0P95E43	\$ 366.95
ZORO TOOLS INC	\$ 362.98
WM SUPERCENTER #1167	\$ 362.42
WASBO FOUNDATION	\$ 360.00
TRAXSIDE SKATING	\$ 360.00
THE WEBSTAURANT STORE INC	\$ 356.16
SP MEDIFYAIR	\$ 341.98
KIMBALL MIDWEST PAYEEZY	\$ 333.49
SPORTS ATTACK	\$ 320.00
BADGER THERMAL UNLIMITED	\$ 317.49
JOHNSON CONTROLS NORTH AM	\$ 302.69
SP NINJA TRANSFERS DTF	\$ 299.98
FIRST SUPPLY OAK CREEK	\$ 293.40
GROTH MUSIC	\$ 264.72
FARM & FLEET STURTEVANT	\$ 256.62
RANGE TIME GOLF	\$ 256.00
NSPRA	\$ 255.00
MCMASTER-CARR	\$ 254.74
ADOBE *ADOBE	\$ 253.07
ARIN	\$ 250.00
ACT*MTS/MATE ROV	\$ 250.00
SQ *COMMUNITY FIRST CHAMP	\$ 250.00
EBAY O*13-11428-91972	\$ 239.97
BAUDVILLE INC.	\$ 233.89
SMARTSIGN	\$ 227.15
THE HOME DEPOT #4926	\$ 220.97
NATIONAL SCHOOL BOARDS AS	\$ 220.00
WPY*THE ZONES OF REGULATI	\$ 220.00
SHERWIN WILLIAMS 703481	\$ 216.12
SP GLOBE TICKET	\$ 203.29
SMORE.COM - EDUCATOR	\$ 198.00
FCCLA	\$ 197.00
AMZN MKTP US*RA78K5JV0	\$ 195.22
PAYPAL *CESA 2	\$ 195.00
AMZN MKTP US*8O3PE2NA3	\$ 195.00
AMZN MKTP US*R038F8TB3	\$ 194.24
AMZN MKTP US*SG6F49T83	\$ 194.04
AMZN MKTP US*RH8JX9DQ1	\$ 193.78
BATTERIES PLUS #0561	\$ 191.40
AMZN MKTP US*RH0ZF0TT2	\$ 189.76
AMZN MKTP US*OD9H55M83	\$ 179.90
BROOKS TRACTOR MOUNT PLEA	\$ 177.34
RUNDLE SPENCE MFG CO NEW	\$ 177.06
SPECTRUM	\$ 176.25



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

Billing Cycle Ending April 15, 2024

Merchant Name	Total
EBAY O*05-11342-35364	\$ 175.58
WI DHFS LEAD AND ASBESTOS	\$ 175.00
AUER STEEL MILWAULKEE	\$ 171.72
AMZN MKTP US*R64JF8Y51	\$ 169.74
TOOLS 4 FLOORING	\$ 166.40
MATTERHACKERS, INC.	\$ 160.59
FLAGS.COM	\$ 158.70
COSTCO WHSE #1212	\$ 158.10
MICHAELS #9490	\$ 157.43
SP TRC ELECTRONICS	\$ 152.99
ZOOM.US 888-799-9666	\$ 149.90
FESTIVAL FOODS	\$ 146.23
AMAZON RET* 111-610146	\$ 143.77
USPS PO 5684000182	\$ 136.00
ROSE BRAND	\$ 135.77
HISTORIC HOUSEPARTS	\$ 130.56
FASTENAL COMPANY 01WIKEN	\$ 130.08
TMS EQUIPMENT SERVICES	\$ 129.49
DOLLAR TREE	\$ 127.24
SCHOOL CASH SUPPLIES	\$ 122.96
USA CLEAN BY JON-DON	\$ 119.88
SAMS CLUB RENEWAL	\$ 116.05
SPORTS INFO	\$ 109.00
MSC	\$ 108.80
AMZN MKTP US*R66AL8RC1	\$ 104.80
IC* INSTACART*SUBSCRIP	\$ 104.45
AMZN MKTP US*598TG8WM3	\$ 103.99
AMZN MKTP US*RH4TV9OJ1	\$ 102.99
WF WAYFAIR3963371969	\$ 102.99
EMC2 LEARNING	\$ 100.00
AMZN MKTP US*R61IY3H31	\$ 98.96
AMZN MKTP US*RA2AY6T90	\$ 98.70
SP AUTH TOOL OUTLET	\$ 95.36
THEFENCECLIP.COM	\$ 94.59
MICHAELS STORES 5193	\$ 92.04
DEMCO INC	\$ 90.46
WRIST-BAND.COM	\$ 90.00
AMZN MKTP US*6Y6OS3GT3	\$ 89.90
AMZN MKTP US*RH82W7IL1	\$ 87.99
YEARBOOK	\$ 87.25
AMZN MKTP US*RA0NJ1192	\$ 86.24
OFFICEMAX/DEPOT 6359	\$ 83.07
AMZN MKTP US*R68QY1RP1	\$ 82.77
JC LICHT - 1290 - KENOSHA	\$ 78.89
PROPANELS M D ENTERPRISES	\$ 77.50
SP SUPERCUT BANDSAW	\$ 77.44
SHARS TOOL COMPANY	\$ 76.38

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

Billing Cycle Ending April 15, 2024

Merchant Name	Total
JADE LEARNING LLC	\$ 76.00
AMZN MKTP US*R66YM0LE1	\$ 75.92
MATH LEARNING CENTER	\$ 75.00
AMZN MKTP US*Q66MX7WH3	\$ 70.50
MARCUS THEATRES EVENTS	\$ 70.00
AMZN MKTP US*R68X60H31	\$ 67.92
AMZN MKTP US*RH1CP6HB0	\$ 67.92
DAY-OFF.APP	\$ 66.00
AMZN MKTP US*RA25S18A2	\$ 64.73
AMZN MKTP US*CA2PF1O43	\$ 63.29
PICK N SAVE #874	\$ 63.00
CENTER FOR THE COLLABORAT	\$ 62.00
AMZN MKTP US*RA90Q3241	\$ 61.18
SAMS CLUB #6331	\$ 60.96
ILA* ILA ONLINE ORDER	\$ 58.00
SOLUTION TREE INC	\$ 57.42
AIELLO MIDTOWN FLORIST IN	\$ 55.00
AMZN MKTP US*7B63U0EQ3	\$ 53.95
VIKING ELECTRIC - KENOSHA	\$ 52.87
AMZN MKTP US*5E49D14Z3	\$ 51.57
AMAZON.COM*R66YK1X21	\$ 50.94
AMZN MKTP US*RH7GI9YI2	\$ 50.56
TIMBER RIDGE HOTEL	\$ 50.00
PICK N SAVE #871	\$ 49.52
AMZN MKTP US*UK8HQ6EX3	\$ 49.20
BIEDLERS	\$ 46.06
ALDI 64007	\$ 45.33
AMZN MKTP US*R688V2G51	\$ 44.43
AMZN MKTP US*RH6K096J1	\$ 43.83
E-RIGGING.COM	\$ 43.48
AMZN MKTP US*J00M47FT3	\$ 43.24
PIGGLY WIGGLY #209	\$ 41.12
AMZN MKTP US*RH2B43UW1	\$ 39.99
SMK*WUFOO.COM CHARGE	\$ 39.00
AMZN MKTP US*RH4OQ64N2	\$ 37.96
SCHOLASTIC, INC.	\$ 36.09
USA*PBS PUB BRD SVC	\$ 34.98
AMZN MKTP US*628EV1YU3	\$ 32.39
AMAZON RET* 113-015728	\$ 32.01
AMZN MKTP US*RH7EQ2AT2	\$ 31.98
AMZN MKTP US*RA47H04O1	\$ 31.48
AMZN MKTP US*QN0FT7YR3	\$ 30.58
TEACHERSPAYTEACHERS.COM	\$ 30.00
AMZN MKTP US*RH27E38S1	\$ 29.12
AMZN MKTP US*RA9AC5Z11	\$ 28.85
AMZN MKTP US*R675R0DW2	\$ 27.40
RECREATION.GOV	\$ 27.00

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

Billing Cycle Ending April 15, 2024

<b>Merchant Name</b>	<b>Total</b>
AMAZON RET* 113-908872	\$ 26.74
AMZN MKTP US*7H08W3YL3	\$ 26.58
AMERICAN RED CROSS	\$ 25.00
AMZN MKTP US*RH3QQ94H1	\$ 23.98
GOODWILL RETAIL #048	\$ 21.54
AMZN MKTP US*1X2QI2LM3	\$ 20.98
AMZN MKTP US*RA1M48SR2	\$ 20.98
CHATGPT SUBSCRIPTION	\$ 20.00
LAPREA EDUCATION	\$ 19.99
AMZN MKTP US*RA5XB0SQ2	\$ 19.85
AMAZON.COM*RH3C00LX2	\$ 19.79
CHESTER ELECTRONIC SUPPLY	\$ 18.99
TENUTAS	\$ 17.85
TARGET 00001529	\$ 17.45
MOES-5683.MYKAJABI.COM	\$ 17.00
AMAZON PRIME*RA6AQ6NT2	\$ 14.99
DOLLARTREE	\$ 14.84
AMZN MKTP US*KW4BL8VD3	\$ 13.77
AMZN MKTP US*RH74Y0JY2	\$ 13.35
AMZN MKTP US*R65O612U1	\$ 12.79
AMAZON.COM*R64UX1BE1	\$ 12.22
SP SHOP DECA	\$ 11.75
SPOTIFY USA	\$ 11.59
AMZN MKTP US*BR1T20F03	\$ 11.59
CONCORD THEATRICALS CORP.	\$ 9.95
USPS PO 5666100158	\$ 6.27
AMZN MKTP US*TK82L7883	\$ 5.49
WM SUPERCENTER #5668	\$ (12.57)
WAL-MART #1167 SE2	\$ (22.36)
TARGET PLUS	\$ (114.76)
TRISHUTTLE.COM	\$ (213.90)
ANSWERCONNECT	\$ (1,122.01)
<b>US Bank Purchasing Card Payment - Individuals</b>	<b>\$ 181,627.49</b>

KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

May 28, 2024

**Administrative Recommendation**

It is recommended that the April 2024 cash receipt deposits totaling \$218,779.49, and cash receipt wire transfers-in totaling \$4,155,082.53, be approved.

Check numbers 632911 through 633634 (net of voided batches) totaling \$5,186,107.25, and general operating wire transfers-out totaling \$4,585,176.84, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the April 2024 net payroll and benefit EFT batches totaling \$14,079,588.31, and net payroll check batches totaling \$2,450.46, 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**

**May 28, 2024**

**POLICY 6424 - TITLE I PROGRAMMING**

Title I of the Every Student Succeeds Act (ESSA/ESEA) is a federal funding program designed to close achievement gaps and ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education. Part A, the largest part of the program, allocates funding to districts and Local Education Agencies (LEAs) according to a formula based on numbers/percentages of children from low-income families. LEAs distribute much of the funding directly to individual public schools and may use the rest to support other efforts within the LEA that benefit students needing additional academic support.

There is a Title I supplement not supplant provision that states that LEA receiving Title I funds must use those funds to supplement the amount of funds that would, in the absence of these federal funds, be made available from state and local sources for the school. In other words, Title I funds may not be used to supplant (take the place of) state and local funds.

ESSA requires LEAs to demonstrate compliance with the supplement not supplant requirement by documenting the methodology used to allocate state and local funding to Title I schools, demonstrating that each school still received the same amount of state and local funding it would have if it were not participating in Title I.

KUSD has developed and utilizes the methodologies to demonstrate its compliance with the requirement; however, KUSD has never adopted a policy stipulating its commitment to ensuring that the funds are utilized to supplement the state and local funds made available to its schools regardless their Title I status. In the spring of 2023, Kenosha Unified District Administrators in collaboration with Wisconsin Association of School Boards (WASB) determined it necessary to adopt a policy that articulates the District responsibility to utilize Title I funds above and beyond the local and state funds that are provided all schools and to ensure appropriate documentation is maintained that demonstrates compliance with the supplement not supplant provision.

**Recommendation**

Administration recommends that the Board of Education approve Policy 6424 – Title I Programming as a second reading at the May 28, 2024, board meeting.

Jeffery Weiss  
Superintendent of Schools

Robert Neu  
Director of Title Programs

William Haithcock  
Chief of School Leadership

Tarik Hamdan  
Chief Financial Officer

POLICY 6424  
TITLE I PROGRAMMING

**Title I Comparability**

Title I of the Every Student Succeeds Act (ESSA/ESEA) is a federal funding program designed to close achievement gaps and ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education. The Department of Public Instruction allocates Title 1 funds to school districts and each district distributes the funds to individual public schools to provide additional academic support for students. Districts receiving Title 1 funds are required to utilize the funds to supplement the amount of local and state funds that each school would receive in the absence of the federal funds. The funds cannot supplant (take the place of) local and state funds. In this manner, Districts are required to ensure that Title 1 served schools are allocated at least as many local and state funds as schools not served with Title 1 funds.

The Kenosha Unified School Board is committed to its responsibility to provide a high-quality education to all students and is committed to using all available resources, including available federal funds, to support District schools that serve a student population with a qualifying percentage of students experiencing low income. Although the District reserves discretion to distribute Title 1 funds among Title 1 eligible schools where it determines greatest need the Federal eligibility requirement for schoolwide programming is based the percentage of students in each school from families experiencing low income. The threshold is 40 percent. The Board is committed to meeting its obligations under Every Student Succeeds Act of 2015, by using Title I, Part A funds to supplement state and local funding made available to all schools within the District.

It is the policy of the Board to use state and local funding to provide Title I-eligible schools with supplemental support. In so doing, the District will ensure that Title 1 supplement, not supplant the services, staffing levels (teachers, administrators, and support staff), and curricular materials and instructional supplies provided Title I-eligible schools. In other words, the District does not take into account a school's Title I status when distributing state and local funds ensuring that each Title 1 supported school is allocated at least as many funds as non-Title 1 eligible schools. The District has established and will continue to implement a District-wide salary schedule.

Documentation verifying compliance with this policy shall be maintained annually and made available to the Wisconsin Department of Public Instruction and/or Federal Department of Education for monitoring or auditing purposes upon request.

POLICY 6424  
TITLE I PROGRAMMING  
Page 2

LEGAL REF.:

**Federal Laws**

- 20 U.S.C. Sec. 6312 [local educational agency Title I plans; includes expectations regarding teacher and paraprofessional qualifications and annual notice requirements]
- 20 U.S.C. Sec. 6313 [eligible school attendance areas]
- 20 U.S.C. Sec. 6314 [school-wide Title I programs]
- 20 U.S.C. Sec. 6315 [targeted-assistance Title I schools]
- 20 U.S.C. Sec. 6318 [parent and family engagement]
- 20 U.S.C. Sec. 6320 [participation of children enrolled in private schools]
- 20 U.S.C. Sec. 6321 [fiscal requirements]
- 20 U.S.C. Sec. 6322 [coordination requirements]

**Federal Regulations**

- 34 C.F.R Part 200 [federal Title I regulations] KUSD board policies & Wisconsin rules and regulations

CROSS REF.: Policy 1120 - Parent/Guardian and Family Engagement-

AFFIRMED: May 28, 2024

REVISED:

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Kenosha Unified School District  
Kenosha, Wisconsin

May 28, 2024

**Motion to Take From the Table – Recommendation for Purchase of Vape Detectors**

**Background**

At the April 23, 2024, regular school board meeting, the agenda item for the recommendation for purchase of vape detectors was tabled without a future date identified. Administration will present the requested information at the June 25, 2024, regular school board meeting with a recommendation to approve the purchase of the vape detectors. In order for a vote to occur, the agenda item must be taken from the table and postponed to an identified date.

**Recommendation**

Administration recommends that the recommendation for purchase of vape detectors be taken from the table and postponed to the June 25, 2024, regular school board meeting.

Dr. Jeffrey Weiss  
Superintendent of Schools

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**Kenosha Unified School District  
Kenosha, Wisconsin**

**May 28, 2024**

**NAMING DISTRICT-OWNED PROPERTY—BRADFORD PLANETARIUM**

**Background**

At the March 26, 2024, regular School Board meeting, the Board approved administration’s recommendation that the superintendent appoint a committee to seek input relative to a proposed name for the planetarium located at Bradford High School. This approval to form a committee is in compliance with School Board Policy 8860—Citizen Advisory Committee (Appendix A)—“to research and present recommendations along with supporting evidence to the School Board when naming or renaming district-owned property, including facilities or other spaces.”

School Board Policy 7400—Naming or Renaming District-Owned Property (Appendix B)—guided the work of the committee in considering potential names for the planetarium located inside Bradford High School. This policy states that spaces may only be named after a person who has been deceased for at least two years prior to being nominated. Furthermore, the nominated individual or individuals “must be limited to those who have historical significance, have performed exemplary service in the community or for humanity, have displayed outstanding leadership and/or are of exemplary moral character.”

**Process**

A press release was disseminated from the Kenosha Unified School District’s Office of Communications to the Kenosha News, Facebook, and Twitter inviting the community to forward stadium names for consideration and/or to volunteer to participate on this committee. Six individuals (Appendix C) were available to participate on the committee to name the planetarium located in Bradford High School; and one planetarium name was offered for consideration (Appendix D).

The committee meeting was held on April 23, 2024; and the process used to determine the committee name included the following:

- A review of Policy 8860—Citizen Advisory Committees: To understand the scope, time limit, and responsibilities of the committee
- Policy 7400—Naming or Renaming District-Owned Property: Was reviewed and highlighted the guidelines for dedicating other spaces
- Factors were identified based on the Board policy to guide the decision making including:
  - Other spaces may only be named after a person.
  - Individuals must be deceased for at least two years before they may be nominated.

- Individuals who are nominated must be limited to those who have historical significance, have performed exemplary service in the community or for humanity, have displayed outstanding leadership, and/or are of exemplary moral character.
- First consideration shall be given to local persons; but consideration may also be given to state, national, and international persons.
- The committee voted unanimously to recommend that the planetarium be named, Mildred “Millie” Carlson Planetarium.

### **Rationale for the Selection of Mildred “Millie” Carlson**

Mildred “Millie” Carlson, a retired Kenosha Unified School District science teacher, was born on July 28, 1927, and passed away on July 30, 2021. Millie was a well-known and highly respected science teacher who spent the majority of her career teaching science at Washington Junior High School.

When the Kenosha Unified School District acquired the existing Bradford High School campus from the University of Wisconsin–Extension, the planetarium was not being used. Given Millie’s enthusiasm for astronomy, she stepped forward to champion a renewal of interest in this space and became the first planetarium director. Millie led the clean-up of the physical space and took on the challenge of learning to operate the outdated projection equipment. Additionally, she developed an astronomy curriculum for the elementary students; and she was a member of the local Sierra Club.

Through her work as an associate at the Regional Staff Development Center, Millie provided Science on Saturday workshops for elementary teachers. Millie was part of a group that traveled to Jamaica to participate in a Marine Field Studies course. While in attendance, Millie led the group in evening sky observations. Due to Millie’s commitment, service, and excitement, the planetarium continues to be used by the Kenosha community.

### **Recommendation**

Administration recommends the School Board approve the Planetarium Naming Committee’s recommendation that the planetarium located inside Bradford High School be named the Mildred “Millie” Carlson Planetarium.

Dr. Jeffrey Weiss  
Superintendent of Schools

Mrs. Julie Housaman  
Chief Academic Officer

Mrs. Jennifer Lawler  
Coordinator of Secondary Math and Science

**Kenosha Unified School District  
Kenosha, Wisconsin**

**May 28, 2025**

**Head Start State Supplemental Grant – 2024-2025 School Year**

The Head Start program provides comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool children and their families. This state grant provides funding for 59 high-risk children who will be three or four years of age on or before September 1, 2024. Funding for the Head Start State Supplemental Grant for the 2024-2025 school year is \$323,866. Funds are utilized to serve the children and their families in all program component areas as required in the Head Start Act and the Head Start Performance Standards.

**Grant Title**

Head Start State Supplemental Grant

**Funding Source**

State of Wisconsin

Department of Public Instruction

**Grant Time Period**

July 1, 2024 to June 30, 2025

**Purpose**

This grant serves the social/emotional, academic, and health needs of low-income three and four-year-old children and their families. Children who qualify must reside within the boundaries of Kenosha Unified School District. Head Start provides the foundation for implementing systemic and integrated comprehensive child development services and family engagement efforts that lead to school readiness for young children and families. This supports stronger attendance rates, academic performance, and higher graduation rates in later years.

**Number of Students Served**

59 Eligible Head Start Students

**Relationship to District Goals**

The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children. Regulation 45 CFR Chapter XIII Part 1307 requires programs to establish school readiness goals that are appropriate for the ages and development of enrolled children. School readiness goals are defined as "the expectations of children's status and progress across the domains of language and literacy development, cognition and general knowledge, approaches to learning, physical health and well-being and motor development, and social and emotional development that will improve readiness for kindergarten goals" (Part 1307.2).

The school readiness goals for the Kenosha Unified School District Head Start are:

- Approaches to Learning: Children will demonstrate initiative, independence, interest, and curiosity in interactions with others and exploration of objects and people in their environment.
- Social and Emotional Development: Children will engage in and maintain positive peer relationships and interactions including cooperation and resolving conflicts.
- Language and Literacy: Children will demonstrate an understanding of narrative structure and information from the content.
- Cognition: Children will identify, describe, compare, and compose shapes.
- Perceptual, Motor, and Physical Development: Children will demonstrate the use of small muscles for purposes such as using utensils, self-care, building, writing, and manipulation.

Success in these areas will support each child's readiness for kindergarten. School readiness goals are measured using the research-based assessment system My Teaching Strategies: GOLD.

### **Fiscal Impact**

See Attachment A: Fiscal Impact Statement.

### **Program Services**

Funding received through the 2024-2025 Head Start State Supplement Grant will remain the same as the previous year. At this time no revisions to program services are anticipated. The number of Head Start children served will remain at 59 children. This state grant will cover the cost for:

- 1.7 teachers (percentages based upon Head Start vs. 4K enrollment in each class)
- 1 educational support professional
- 1 family service provider
- Supplies

### **Evaluation Plan**

- Semi-annual Program Report to the Policy Council and School Board.
- Progress toward KUSD Head Start school readiness goals will be monitored and included in the Semi-annual Program Report to the Policy Council and School Board.
- Semi-annual Program Plan Report to the Head Start Region V office in Chicago.
- Head Start monthly reports (HS 22) to the Policy Council and School Board.

### **Staff Persons Involved in Preparation of the Grant Application:**

- Rhonda Lopez, KUSD Head Start Director
- Karina Haebig, ERSEA Coordinator
- Annette Glazebrook, Education, and Disabilities Coordinator
- Jodee Rizzitano, Health Coordinator
- Julie King, Family Services/Mental Health Coordinator

- Deanna Hawlish, Data Specialist

**Administrative Recommendation**

Administration recommends that the school board approve the 2024-2025 Head Start State Supplemental Grant in the amount of \$323,866.

Dr. Jeffrey Weiss  
Superintendent of Schools

William Haithcock  
Chief of School Leadership

Ms. Heather Connolly  
Regional Coordinator of Leadership  
and Learning Elementary

Ms. Rhonda Lopez  
KUSD Head Start Director

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**Kenosha Unified School District  
Kenosha, Wisconsin**

**May 28, 2024**

**HEAD START FEDERAL GRANT COST-OF-LIVING ADJUSTMENT/QUALITY  
IMPROVEMENT (COLA/QI) REQUEST**

On April 27, 2024, the Kenosha Unified School District Head Start Program received notification of a Supplemental Federal Head Start Cost-of-Living Adjustment (COLA) award in the amount of \$60,840. There will be no applications required for this fund award.

Approval from the Board of Education is requested to accept the application for the Supplemental Head Start Federal Cost-of-Living Adjustment (COLA) Supplemental Grant for the 2024-2025 school year. The total funding of this supplemental grant is \$60,840.

As stated in the program instruction memorandum, COLA funds are to be used to fund increases in staff salaries and fringe benefits. Head Start is requiring at least a 2.35% increase in salaries/benefits to retain qualified staff or we will need to submit a rationale and justification if these increases are less than that percentage. As district staff, compensation and benefits for Head Start staff will follow district policies, procedures, and Board actions afforded to all other district staff in each respective employee group. Head Start staff do not receive any additional increases beyond what other district staff receive. The designated amount to be used to increase staff salaries is \$60,840.

KUSD Head Start would use this grant to offset the increased cost of employee salaries and benefits for the 2024-2025 school year. Once awarded and accepted, the amount of this grant will automatically be added to the base grant amount for the following year. This supplemental grant is awarded annually.

**Grant Title**

Supplemental Head Start Federal Cost-of-Living Adjustment (COLA) Supplemental Grant

**Funding Source**

U.S. Department of Health and Human Services  
Administration for Children and Families

**Grant Time Period**

July 1, 2024 to June 30, 2025

**Fiscal Impact**

See attachment A: Fiscal Impact Statement.

**Program Services**

All Head Start staff are employed through the Kenosha Unified School District and follow the contract agreements for their job classifications. KUSD School Board actions regarding compensation will also apply to respective Head Start staff.

### **Administrative Recommendation**

The administration recommends that the School Board approve applying for the 2024-2025 Head Start Federal Cost of Living Adjustment and Quality Improvement Supplemental Grant in the amount of \$60,840 with a rationale that compensation increases are pending and will follow similar district employee groups.

Dr. Jeffrey Weiss  
Superintendent of Schools

William Haithcock  
Chief of School Leadership

Heather Connolly  
Regional Coordinator of School Leadership

Rhonda Lopez  
Director of Head Start

## Kenosha Unified School District No. 1

**Fiscal, Facilities and Personnel Impact Statement**

**Title:** Head Start Cost of Living Adjustment (COLA) **Budget Year:** 2024-2025

**Department:** Head Start **Budget Manager:** Rhonda Lopez

**REQUEST**

Approval from the Board of Education is requested to implement the Supplemental Cost of Living Adjustment (COLA) Grant for the 2024-2025 school year. Funding of \$60,840 is designed to fund cost of living adjustments for salaries and Benefits for the program.

**RATIONALE/ INSTRUCTIONAL FOCUS**

This grant serves the academic, social/emotional, and health needs of low-income three and four year olds and their families. Children who qualify must reside within KUSD boundaries. Providing these children a base of strong academic skills, self-esteem, and a love of learning will lead to stronger attendance, academic performance, and higher graduation rates. The focus of the grant is to increase salaries and benefits for Head Start employees.

**IMPACT**

All Head Start staff are employed through Kenosha Unified School District and follow the contract agreements for their work classification. The monies provided in this cost of living adjustment will be dedicated to offset the increased costs in salaries and health insurance benefits for Head Start Staff for the 2024-2025 school year. The amount of this funding will become a permanent part of Head Start grant funding in the future. Head Start is requiring a 2.35% for cost of living adjustment or rationale and justification as to why it is less than that percentage.

**BUDGET IMPACT**

<b>Object Level</b>	<b>Descriptive</b>	<b>Amount</b>
100's	Salaries	\$48,036.00
200's	Fringes	\$12,804.00
300's	Purchased Services	\$0.00
400's	Non-Capital Objects	\$0.00
500's	Capital Objects	\$0.00
		\$0.00
	<b>TOTAL</b>	<b>\$60,840.00</b>

This is a ☐ one-time or a ☒ recurring expenditure

<b>FUNDING SOURCES</b>
Select Funding Sources:
Head Start Federal Grant-COLA Supplemental Grant

Kenosha Unified School District  
Kenosha, Wisconsin

May 28, 2024

**Board Approved Student User Fees and Recreation Department  
Fees for the 2024-2025 School Year**

As a component of the budget development process, a review of fees charged by the District is conducted annually. The administration is not recommending changes to the 2024-25 student user fees or the recreation department fees for the upcoming school year.

Attachment A delineates the proposed Student User Fees Schedule and Attachment B delineates the proposed Recreation Department Fees Schedule.

**District-wide Fee Procedures:**

- All fees and payments for a student will be maintained in Infinite Campus by the school at which the student is primarily enrolled. Schools will have access to create fees based on circumstances (e.g. field trips, yearbook, clubs, and activity accounts).
- Charter schools are required to collect all applicable district-required user fees according to the Board-approved fee schedule. Charter schools may retain the fees as part of the individual charter agreements.
- All schools looking to charge for workbooks or any other supplemental consumable materials, not covered by the base fees, must submit the fee to be reviewed and approved by the respective school leadership department prior to the allocation of any funds for the purchase of these materials, or the assessment of any such fees.
- Automated phone reminders are sent to families with outstanding balances.

**Administrative Recommendation**

Administration recommends that the Board of Education approve the attached schedules to establish the fiscal year 2024-2025 student user fees and recreation department fees.

Dr. Jeffrey Weiss  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

## Kenosha Unified School District

**Historical Schedule of Student User Fees**  
**Proposed Fees for the 2024-2025 School Year**

Base User Fees	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
High School	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67
Middle School	72	72	72	72	72	72	72	72	72	72	72	72
Elementary School	44	44	44	44	44	44	44	44	44	44	44	44
Pre-School <sup>(1)</sup>	22	22	22	22	22	22	22	22	22	22	22	22

<sup>(1)</sup> Base User Fee includes individual project materials and workbooks

Program Fees	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
1:1 Electronic Device Program	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kenosha Military Academy Leadership	25	25	25	25	25	25	25	25	25	25	25	25

Course Fees	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Technology Education (LakeView Academy)	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35

Athletic Fees	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Athletic Fee High School <sup>(2)</sup>	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
Athletic Fee Middle School <sup>(3)</sup>	50	50	50	50	50	50	50	50	50	50	50	50
Hockey Participation Fee	900	900	900	900	900	900	900	900	900	900	900	900

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

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

Other School Fees	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Activity Fee <sup>(4)</sup>	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
Music Activity Fee <sup>(5)</sup>	30	30	30	30	30	30	30	30	30	30	30	30
Instrument Usage <sup>(6)</sup>	50	50	50	50	50	50	50	50	50	50	50	50
Parking <sup>(7)</sup>	50	50	50	50	50	50	50	50	50	50	50	50
After School Program (per day)	-	-	-	-	-	-	-	-	-	-	-	-

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

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

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

<sup>(7)</sup> Parking (HS, \$30 for only second semester, \$15 for only 4th quarter, students taking classes at multiple buildings will receive complimentary passes with proof of permit from their home school)

Summer School Fees <sup>(8)</sup>	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Elementary and Middle Schools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
High Schools	-	-	-	-	-	-	-	-	-	-	-	-
Gear-Up (MS, HS)	-	-	-	-	-	-	-	-	-	-	-	-

<sup>(8)</sup> Additional consumable fees may apply to summer camp programs

Miscellaneous School Fees	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Fines for Lost or Damaged Locks (MS, HS)	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
Copy of Student Records (per page)	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Copy of Student Transcripts	5	5	5	5	5	5	5	5	5	5	-	-
Lost I.D./Library Card (MS/HS)	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
I.D. Card Lanyard Replacement	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Library Fines and Breakage Charges	At Cost											
Students Unable to Pay	Per School Board Policy											

**Kenosha Unified School District**

**Historical Schedule of Recreation Department Fees**

**Proposed Fees for the 2024-2025 School Year**

<b>Adult Basketball</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Team Fee <sup>(1)</sup>	\$ 394	\$ 394	\$ 394	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680
Player Fee	40	40	40	-	-	-	-	-	-	-	-	-
Trophy Fee	8	8	8	-	-	-	-	-	-	-	-	-
<b>Adult Softball</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Team Fee <sup>(1)</sup>	\$ 297	\$ 297	\$ 297	\$ 675	\$ 675	\$ 675	\$ 675	\$ 675	\$ 675	\$ 675	\$ 675	\$ 675
Player Fee	39	39	39	-	-	-	-	-	-	-	-	-
Trophy Fee	8	8	8	-	-	-	-	-	-	-	-	-
<b>Adult Volleyball</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Team Fee <sup>(1)</sup>	\$ 129	\$ 129	\$ 129	\$ 280	\$ 280	\$ 280	\$ 280	\$ 280	\$ 280	\$ 280	\$ 280	\$ 280
Player Fee	24	24	24	-	-	-	-	-	-	-	-	-
Trophy Fee	8	8	8	-	-	-	-	-	-	-	-	-
<b>Swim Fees</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Employee Swim	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lifeguard Training (Red Cross Certification)	-	-	-	150	150	150	150	150	150	150	150	150
<b>Student Player Fees</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Instructional Swim	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Competitive Swim	25	25	25	25	25	25	25	25	25	25	25	25
Basketball	-	-	-	-	-	-	-	-	-	-	-	-
Tennis	-	-	-	-	-	-	-	-	-	-	-	-
Weight Training	20	20	20	20	20	20	20	20	20	20	20	20
Baseball/Softball	-	-	-	-	-	-	-	-	-	-	-	-
Soccer	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fine Arts</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
Kenosha Youth Performing Arts Center (KYPAC)	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
Band of the Black Watch <sup>(2)</sup>	-	-	-	150	150	150	165	175	175	175	175	175
Rambler Band <sup>(2)</sup>	-	-	-	125	125	125	140	150	150	150	150	150

<sup>(1)</sup> Changing to a flat team only fee

<sup>(2)</sup> Fee does not include shoes or trips as not all participants need the shoes and trips are not required

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1  
Kenosha, Wisconsin

May 28, 2024

**CHANGES TO BUILDING PERMIT FEES & REGULATIONS**

**Background:**

In light of increased operating costs due to inflation, Administration is recommending that building rental permit rates be increased by 3% over the current rates for the 2024-25 school year. As in years past, the 3% increase for each individual space involves either a round up or a round down to the nearest whole dollar amount for the permit amount. The choice of a 3% increase was based in part on actual cost increases in areas directly related to rental uses, and the increase in the Consumer Price Index increase. The attachment to this report provides a comparison of the current rental rates and the rates being proposed for the 2024-25 school year, and also takes into account the school closures and relocations that will take place this coming year.

**Administration Recommendation:**

Administration recommends Board approval of the increases to the building rental permit fees effective September 1, 2024, as described in this report.

Dr. Jeffrey Weiss  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

Patrick Finnemore, P.E.  
Director of Facilities

2024-2025 Permit Fees		CURRENT FEES: 9/1/23-8/31/24		NEW FEES (+3%): 9/1/24-8/31/25	
<b>SWIMMING POOLS</b>		<b>INITIAL CHARGE</b>	<b>RENTAL FEE PER HOUR</b>		<b>INITIAL CHARGE</b>
INCLUDES LOCKER & SHOWER ROOMS			<u>Partial Cost</u>	<u>Full Cost</u>	<b>RENTAL FEE PER HOUR</b>
					<u>Partial Cost</u>
					<u>Full Cost</u>
	Reuther	\$134	\$28	\$38	\$138
	Tremper	\$196	\$36	\$49	\$202
	Bradford	\$267	\$55	\$74	\$275
<b>HIGH SCHOOL GYMNASIUMS</b>			<b>RENTAL FEE PER HOUR</b>		<b>RENTAL FEE PER HOUR</b>
LOCKER & SHOWER ROOMS: ADDITIONAL FEE			<u>Partial Cost</u>	<u>Full Cost</u>	<u>Partial Cost</u>
					<u>Full Cost</u>
	Bradford Fieldhouse		\$153	\$203	\$158
	Indian Trail Fieldhouse		\$170	\$227	\$175
	Indian Trail Upper Gym		\$37	\$50	\$38
	Tremper P.E. Center		\$67	\$135	\$69
	Tremper Gym		\$75	\$100	\$77
	Tremper Upper Gym		\$30	\$42	\$31
	Reuther Gym		\$29	\$58	\$30
Locker & Shower Rooms (per hour):			\$21		\$22
<b>MIDDLE &amp; ELEMENTARY GYMNASIUMS</b>			<b>RENTAL FEE PER HOUR</b>		<b>RENTAL FEE PER HOUR</b>
INCLUDES LOCKER & SHOWER ROOMS (UNLESS NOTED)			<u>Partial Cost</u>	<u>Full Cost</u>	<u>Partial Cost</u>
					<u>Full Cost</u>
	Bullen		\$33	\$64	\$34
	KTEC		\$29	\$58	\$30
	Lance		\$33	\$64	\$34
	Mahone		\$50	\$100	\$52
	Washington		\$29	\$58	\$30
	Brass, Frank, KSOL, Nash, Pleasant Prairie, Somers		\$25	\$50	\$26
	Bose, Forest Park, Grant, Grewenow, Harman, Harvey, Hillcrest, Jeffery, Prairie Lane, Roosevelt, Southport, Strange, Whittier		\$21	\$42	\$22
<b>AUDITORIUMS</b>			<b>RENTAL FEE PER HOUR</b>		<b>RENTAL FEE PER HOUR</b>
	Bradford	Performance	\$120		\$124
		Rehearsal	\$84		\$87
	Indian Trail	Performance	\$174		\$179
		Rehearsal	\$122		\$126
	Tremper	Performance	\$120		\$124
		Rehearsal	\$84		\$87
		Room 120	\$46		\$47
	Reuther	Performance	\$120		\$124
		Rehearsal	\$84		\$87
	Bullen		\$74		\$76
	KTEC		\$74		\$76
	Lance		\$95		\$98
	Mahone		\$95		\$98
<b>CAFETERIAS &amp; MULTI-PURPOSE ROOMS</b>			<b>RENTAL FEE PER HOUR</b>		<b>RENTAL FEE PER HOUR</b>
			<u>Partial Cost</u>	<u>Full Cost</u>	<u>Partial Cost</u>
					<u>Full Cost</u>
	Bradford		\$58	\$78	\$59
	Indian Trail		\$79	\$105	\$81
	Reuther		\$39	\$54	\$40
	Tremper		\$58	\$78	\$59
	LakeView		\$39	\$54	\$40
	Bullen		\$39	\$54	\$40
	KTEC		\$39	\$54	\$40
	Lance		\$39	\$54	\$40
	Mahone		\$58	\$78	\$59
	Washington		\$39	\$54	\$40
	Brass, KSOL, Nash, Pleasant Prairie, Prairie Lane, Whittier		\$39	\$54	\$40
	Bose, Forest Park, Grewenow, Harman, Jeffery, Somers		\$37	\$50	\$38

2024-2025 Permit Fees	CURRENT FEES: 9/1/23 8/31/24		NEW FEES (+3%): 9/1/24-8/31/25	
<b>LIBRARIES</b>	<b>RENTAL FEE PER HOUR</b>		<b>RENTAL FEE PER HOUR</b>	
	<u>Partial Cost</u>	<u>Full Cost</u>	<u>Partial Cost</u>	<u>Full Cost</u>
Bradford, Indian Trail, Tremper, Mahone	\$47	\$62	\$48	\$64
Reuther, Bullen, KTEC, Lance, Washington, Brass, Frank, KSOL, Nash, Pleasant Prairie, Prairie Lane, Somers	\$43	\$57	\$44	\$59
Bose, Forest Park, Grant, Grewenow, Harman, Harvey, Jeffery, Roosevelt, Southport, Strange, Whittier	\$38	\$51	\$39	\$53
<b>MISCELLANEOUS AREAS</b>	<b>RENTAL FEE PER HOUR</b>		<b>RENTAL FEE PER HOUR</b>	
	<u>Partial Cost</u>	<u>Full Cost</u>	<u>Partial Cost</u>	<u>Full Cost</u>
<b>Commons</b> Bradford, Tremper	\$39	\$53	\$40	\$54
<b>Classrooms</b> All Schools	\$37	\$50	\$38	\$52
<b>Computer Labs</b> All Schools	\$66	\$89	\$68	\$92
<b>ESC Boardroom</b>	\$35	\$47	\$36	\$49
<b>Kitchens</b> Bradford, Indian Trail, Tremper, Washington	\$43	\$57	\$44	\$58
<b>Locker Rooms</b> Bradford, Indian Trail, Tremper, Mahone	N/A	\$21	N/A	\$22
<b>Asphalt/Concrete Areas</b> Playgrounds, parking lots, concrete spaces	\$9	\$17	\$10	\$17
<b>Fields – High Schools</b> Does <i>not</i> include synthetic turf fields	\$13	\$23	\$13	\$24
<b>Fields – Middle Schools &amp; Elementary Schools</b>	\$9	\$17	\$10	\$17
<b>Tennis Courts</b> Bullen, Indian Trail, Tremper	\$17	\$23	\$17	\$24
<b>ATHLETIC TURF FIELDS/STADIUMS</b>	<b>RENTAL FEE PER EVENT</b>		<b>RENTAL FEE PER EVENT</b>	
<b>AMECHE FIELD, BRADFORD STADIUM, JASKWHICH FIELD</b>	<u>W/O Lights</u>	<u>With Lights</u>	<u>W/O Lights</u>	<u>With Lights</u>
Football Practice	\$113	\$169	\$117	\$174
Football Game	\$509	\$567	\$525	\$584
Soccer Practice	\$113	\$169	\$117	\$174
Soccer Game	\$338	\$395	\$348	\$407
Track Practice	\$113	\$169	\$117	\$174
Track Meet	\$509	\$567	\$525	\$584
All Day Events***	\$1,017	\$1,130	\$1,048	\$1,164
Half Day Events****	\$338	\$395	\$348	\$407
Stadium Manager Fee (per hour):	\$21		\$22	
<b>VARSITY BASEBALL/SOFTBALL FIELDS</b>	<b>RENTAL FEE PER EVENT</b>		<b>RENTAL FEE PER EVENT</b>	
<b>ANDY SMITH, BOSMAN, WAVRO</b>	<u>Mon-Wed</u>	<u>Thurs-Sun</u>	<u>Mon-Wed</u>	<u>Thurs-Sun</u>
2-Hour Practice	\$55	\$87	\$56	\$90
Single Game	\$87	\$137	\$90	\$141
Double Header	\$147	\$218	\$151	\$225
All Day Rental	Not Available	\$546	Not Available	\$562
Field Prep & Manager Fee (per game):	\$34		\$35	

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Kenosha Unified School District  
Kenosha, WI

May 28, 2024  
Board of Education Meeting

**POLICY AND RULE 5436 – WEAPONS**

**Background**

In December 2021, Policy 5436 – Weapons was reviewed and updated to remove antiquated language referring to zero tolerance and add clarifying language regarding disciplinary action to better align to the process outlined in Administrative Regulation 5430. Additionally, language about incidents that are referred to law enforcement was clarified to align with current practice.

More recently, the Wisconsin Association of School Boards (WASB) reviewed the Kenosha Unified School District policies and made recommendations for the development of new policies and the revision of existing policies. The proposed revisions to School Board Policy and Rule 5436 are based upon recommendations from WASB as well as collaboration between administration and the eSchool principal/chair of the Administrative Review Committee. Recommended revisions include: strengthening language to better define school and district property, better define law enforcement exemptions indicated in state statute 948.605, reference additional exemptions outlined in state statute 948.605, and highlight policy applicability to both students and employees.

**Recommendation**

Administration recommends that the board approve the proposed revisions to Policy and Rule 5436 – Weapons as a first reading on May 28, 2024 and a second reading on June 25, 2024.

Dr. Jeff Weiss  
Superintendent of Schools

William Haithcock  
Chief of School Leadership

Kim Fischer  
Regional Coordinator of Secondary School Leadership

Anthony Casper  
eSchool Principal and Administrative Review Chair

**POLICY 5436**  
**WEAPONS**

The Kenosha Unified School District shall strive to provide a safe and healthy environment for all persons on its premises or attending any of its activities or functions, including prohibiting the possession, use, or storage of a dangerous weapon on school property, school buses, or at any school related event. Furthermore, no student will use a dangerous weapon to threaten the life of another student, an employee, or any other person while on school property or engaged in a school activity on or off school property.

No person, including someone with a state-issued concealed carry license, shall use or possess a firearm, whether loaded or unloaded, any destructive device, or other dangerous weapon in school buildings and other buildings owned, occupied, or controlled by the school district, on school premises, in school provided transportation, or at any school-supervised and school-controlled activity, except as otherwise specifically authorized in this policy.

“Dangerous weapons” include:

- A firearm, whether loaded or unloaded, operational or non-operational;
- A weapon facsimile that could reasonably be mistaken for an actual firearm; or other weapons. A weapon facsimile includes any object, device, instrument, material, or substance that substantially mimics a weapon;
- Any pellet or “BB” gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air;
- Knives of any length, razor blades, or box cutters, or
- Any object, device, instrument, material, or substance, whether animate or inanimate, that is used or intended to be used by the student to inflict death or serious bodily injury; or designed to inflict serious bodily injury or death, regardless of the student’s intent.

The following are exempted from this policy: weapons under the control of law enforcement personnel (current, off-duty, or qualified former law enforcement), theatrical props used in appropriate settings, starter pistols used in appropriate sporting events, military personnel armed in line of duty, ROTC instructional activities under the supervision of a certified staff member, and items pre-approved by the building principal as part of a class or individual presentation under adult supervision. This approval must be in writing and granted prior to the weapon being brought to school. Additional exemptions are delineated in WI State Statute 948.605.

Persons violating this policy will be referred to law enforcement for possible prosecution under applicable laws and/or subject to school disciplinary action.

LEGAL REF.: Wisconsin Statutes Sections:

- 120.13(1) School government rules: suspension; expulsion
- 948.60 Possession of a dangerous weapon for person under 18
- 948.605 Gun-free school zones
- 948.61 Dangerous weapons other than firearms on school premises
- Federal Law Gun-Free Schools Act of 1994

POLICY 5436  
WEAPONS  
Page 2

CROSS REF.: 5111 Anti-Bullying/Harassment/Hate  
5430 Student Conduct and Discipline  
5436.1 Fires, Fire Alarms, Explosives, Firecrackers and Spray Devices  
5436.2 Missiles  
5437 Threats /Assaults  
5473 Student Suspension  
5474 Student Expulsion  
5475 Students with Disabilities  
Employee Handbook

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: August 13, 1991

REVISED: October 8, 1996  
September 9, 1997  
May 11, 1999  
February 23, 2016  
December 14, 2021

**RULE 5436**  
**WEAPONS**

Students violating the Board's weapons policy will be subject to disciplinary action, including immediate suspension and referral to the Administrative Review Committee for expulsion consideration as outlined in Administrative Regulation 5430.

Parent(s)/guardian(s) of those involved will be notified in all cases where this policy is violated. Law enforcement also will be notified and confiscated weapons will be turned over to appropriate law enforcement officials.

Employees violating this policy shall be disciplined in accordance with employee policies, agreements, and handbooks, and shall be referred to law enforcement for possible prosecution under applicable laws.

The District will comply with federal and state laws and reporting requirements, including assurance of compliance with state regulations regarding student expulsion for firearms possession.



**KENOSHA UNIFIED SCHOOL DISTRICT**  
**Kenosha, Wisconsin**

**May 28, 2024**

**REPORT OF CONTRACT IN AGGREGATE OF \$50,000**

**Learning A-Z**

School Board Policy 3420 requires that “all contracts and renewals of contracts in aggregate of \$50,000 in a fiscal year shall be approved by the School Board except in the event of an emergency as determined and reported to the School Board monthly by the Purchasing Agent.”

The following contract/agreement has not been added to the Contract Management Database and is being presented for board approval:

<b>Vendor</b>	<b>Program/Product</b>	<b>Amount</b>
Learning A-Z	Provide elementary teachers with an on-line resource to support reading instruction.	\$208,050

The Purchase/Contract Rationale is provided in Appendix A. The quote from Learning A-Z is provided in Attachment 1.

**Recommendation**

Administration recommends that the Board of Education approve the \$208,050.00 contract with Learning A-Z for a digital platform to provide elementary teachers with on-line resources that support reading instruction.

Dr. Jeffrey Weiss  
Superintendent of Schools

Mr. Tarik Hamdan  
Chief Financial Officer

Mrs. Julie Housaman  
Chief Academic Officer

Mrs. Mary Hoover  
Coordinator of Elementary English Language  
Arts and Social Studies

Ms. Amy Franz  
Purchasing Agent

## PURCHASE/CONTRACT RATIONALE

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

Vendor: **Learning A-Z**

Purchased Good/Program: **Elementary (Grades K-5) Reading**

Start Date/Date Needed: **September 1, 2024**

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

The purpose of the purchase is to provide elementary teachers with an online resource to support reading instruction. The purchase is for the product Raz-Kids Plus, which includes a variety of texts that support the curriculum and the independent reading needs of students. This product also includes a wide range of teacher supports for small group instruction and assessment products with record keeping.

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

Total cost for a three-year subscription is \$208,050.00 which offers a 15% discount as compared to an annual renewal cost. The funding source is the Teaching and Learning budget.

3. REQUEST FOR PROPOSAL (RFP) – indicate if an RFP has been completed  
YES X NO If no, please request an RFP packet

An RFP was completed and the bids were reviewed in March 2024. Based on the successful implementation of the program starting in 2020-2021 the decision was made to extend the contract for an additional 3 years (2024-2025, 2025-2026 and 2026-2027).

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

Raz-Kids offers online texts that are part of a large, diverse library. The library's variety has the capacity to motivate students to read more, which is a major factor in reading achievement. This purchase will allow teachers to access not only the library, but other resources to further tailor instruction to the needs of the students.

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

September 1, 2024

Appropriate Leadership Signature Julia Thurman Date 4/19/24

APPENDIX A  
ATTACHMENT 1



**Date:** 4/18/2024  
**Valid Until:** 8/31/2024  
**Bill Id #:** 10602636  
**Username:** mllimbach

**Ship To:**

Mary Hoover  
Kenosha Unified School District 1  
3600 52nd St  
Kenosha, Wisconsin 53144-2697  
262-359-6302  
mhoover@kUSD.edu

**Bill To:**

Mary Hoover  
Kenosha Unified School District 1  
3600 52nd St  
Kenosha, Wisconsin 53144-2697  
262-359-6302  
mhoover@kUSD.edu

Products	Type	License Terms	List Price	Final Cost	Add 1 Year	Add 2 Years
Raz-Plus	Renewal	365 classrooms, 12 Months	\$87,965.00	\$69,350.00	\$138,700.00	\$208,050.00

Products	Type	License Terms	List Price	Final Cost	Add 1 Year	Add 2 Years
Complimentary Program Orientation Webinar	Training	3	\$900.00	\$0.00	\$0.00	\$0.00

	Final Cost	Add 1 Year	Add 2 Years
<b>Sales Tax:</b>	\$0.00	\$0.00	\$0.00

**YOUR TOTAL COST:** \$69,350.00 \$138,700.00 \$208,050.00

(\*) Taxes (if applicable) to be calculated at time of purchase. All prices are in U.S. dollars.


If paying by purchase order please send a Learning A-Z quote matching your Purchase Order (P.O.)

Email the P.O. along with the Learning A-Z quote to [orders@learninga-z.com](mailto:orders@learninga-z.com).

If paying by credit card online, log in to your [My Account](#) page. If you don't know your password, use the [Forgot Password](#) link to reset your password. Click **Review**. Fill out your card information and click **Complete Order**.

**Learning A-Z License Agreement**

Licenses grant registered classrooms only permission to use materials on the designated website(s) during the terms of the license. Sharing user information or materials with non- registered classrooms is not authorized.

All subscriptions, products, and services are offered subject to Learning A-Z's standard License Terms of Service, available at <https://help.learninga-z.com/en/articles/7216732-terms-of-service> (the "License"), as supplemented by the terms herein, and Learning A-Z's [K-12 processing](#). By placing any order, customer confirms its acceptance of the License terms, as well as fees in this quote, which, together with any previously awarded proposal and/or any other associated agreement entered into by Learning A-Z and customer regarding the subscriptions, products, and services constitute the entire agreement between customer and Learning A-Z regarding such subscriptions, products, and services (the "Agreement") and provides its authorization to Learning A-Z's K-12 processing as described. Customer and Learning A-Z agree that the terms of this Agreement supersede any additional or inconsistent terms or provisions in any customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between customer and Learning A-Z relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.

Please review our [terms and conditions](#) carefully before activating your account.

Thank you for your business!

**Sales Executive**

Nicole Hines  
[nicole.hines@learninga-z.com](mailto:nicole.hines@learninga-z.com)

**P.O. must include:**

- 1. PO number
- 2. Learning A-Z as the vendor
- 3. Bill To information
- 4. The product(s) being purchased
- 5. Total dollar amount
- 6. If your PO has a signature line, it must be signed

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KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

May 28, 2024

**Open Enrollment Applicants for School Year 2024-2025**

**Background**

The Wisconsin Department of Public Instruction (DPI) requires school districts to allocate open enrollment allocations prior to the start of the open enrollment application period. The Wisconsin open enrollment application period began on February 5, 2024, and closed on April 30, 2024. Once the regular Open Enrollment process is over, students from a non-resident district may continue to apply for immediate admittance to a non-resident district if he/she meets one of the criteria as noted by the Alternative Open Enrollment Application process only if the board did not limit spaces for that applicable grade level.

**Process**

At the January 23, 2024, Board of Education Regular Meeting the Kenosha Unified School Board formally affirmed the availability of spaces for both general and special education students seeking entrance into the Kenosha Unified School District under the Open Enrollment Statute for School Year 2024-25. **The School Board affirmed the availability of a total 125 spaces, 10 of which were designated for selected special education programs/services.**

After receiving applications from the state's Open Enrollment Applications Log (OPAL) the Offices of Educational Accountability, School Leadership, Special Education/Student Support and Early Childhood conferred to match available District spaces to the application pool of requests made by candidates seeking entrance into KUSD. Additionally, guidelines concerning student enrollment preferences and sibling preferences were also revisited.

With the close of this year's open enrollment application window by DPI on April 30, 2024, all students in the OPAL system were listed on a master roster in alphabetical order. Each student was then assigned an applicant sequence number with the first person listed on the roster being tagged as number one and the remaining students who were on the OPAL listing were also assigned a sequence number.

As allowed by Wisconsin statute and Board policy, preference was given to students currently attending Kenosha Unified and their siblings. Each student was provided a lottery ranking even though a student's denial may have been recommended in the application review process. This is done because some special education or expulsion records may not have been received from the resident district at the time of the selection process. A lottery ranking selection process was conducted separately for each grade. If there are more applicants than spaces available at a given grade then lottery rank is used to select which student gets their preference. School placements are also made on a random basis when no school preference or restriction is indicated on the OPAL application.

On May 6, 2024, an enrollment lottery was conducted in the Office of Educational Accountability to assign petitioning students to available District spaces. A representative from the Kenosha Unified Information Services Department served as the “unbiased” witness to the student assignment process and drew lots during the lottery process.

Example: If the highest-ranked lottery student at a particular grade level indicates a preference for a particular school and that school has space available, then the student will be granted their preference. If there is no space available at the preferred school, then the school assignment is randomly drawn from the existing list of school vacancies (provided by School Leadership/Special Education/Early Childhood) available at the applicant’s specified grade level. The Office of Educational Accountability (OEA) always provides an independent witness to the lottery process by requesting a Kenosha Unified staff member outside of the managing or affected department(s) draw the lottery ranks and school assignments for each open enrollment applicant.

### **Important Timelines**

Nonresident school districts must mail notices of approval or denial by June 7, 2024. If the application is approved, the school district must notify the parents of the specific school to which the student applicant will be assigned. Resident districts must notify applicants if their application is being denied by June 14, 2024. If an application is denied, parent(s)/guardian(s) have 30 days to file an appeal. Parents of accepted applicants must notify the nonresident district if their student will be attending the non-resident district in the 2024-25 school year by June 28, 2024.

### **Summary Statistics**

231 unduplicated resident students have applied to non-resident districts outside of KUSD under the guidelines of Open Enrollment. Below is a listing of the applicants by grade level.

#### **KUSD Resident Students Applying to Schools Outside the District:**

<b>Grade Level</b>	<b>Number of Students</b>
Pre-Kindergarten	29
Kindergarten	22
1	15
2	10
3	17
4	10
5	12
6	21
7	6
8	9
9	63
10	10
11	2
12	5
<b>Total</b>	<b>231</b>



88 non-resident students have applied for admission to the Kenosha Unified School District. Below is a listing of the applicants by grade level.

**Non-resident Students Applying into Kenosha Unified**

<b>Grade Level</b>	<b>Number of Students</b>
Pre- Kindergarten	13
Kindergarten	14
1	5
2	2
3	3
4	6
5	1
6	14
7	1
8	1
9	18
10	2
11	4
12	4
<b>Total</b>	<b>88</b>

The following table provides a listing of the applicants recommended for approval and denial by grade level for School Year 2024-25.

**Administrative Recommendation on Non-resident Applicants**

<b>Grade Level</b>	<b>Approval Recommended (Regular / SPED)</b>		<b>Denial Recommended (Regular /SPED)</b>		<b>Total Number of Students (Regular / SPED)</b>	
Pre - Kindergarten	12	0	0	1	12	1
Kindergarten	12	1	0	1	12	2
1	4	0	0	1	4	1
2	1	1	0	0	1	1
3	1	1	0	1	1	2
4	6	0	0	0	6	0
5	1	0	0	0	1	0
6	10	4	0	0	10	4
7	1	0	0	0	1	0
8	0	1	0	0	0	1
9	14	3	1	0	15	3
10	2	0	0	0	2	0
11	3	0	1	0	4	0
12	3	1	0	0	3	1
Category Totals	70	12	2	4	72	16
<b>DISTRICT TOTALS</b>	<b>82</b>		<b>6</b>		<b>88</b>	

### **Administration Recommendation:**

Administration recommends **approval** of applicants identified as numbers:

2,3,4,6,7,8,9,10,11,13,14,15,16,17,18,19,20,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,39,40,41,42,43,44,45,47,48,49,50,51,52,53,54,55,56,57,58,59,60,61,62,64,66,67,68,70,71,72,73,74,76,77,78,79,80,81,82,83,84,85,86,87,88,89,90,91,92, due to available space at the grade level, school requested and special education or related services required by the IEP.

Administration recommends **denial** of applicants identified as numbers:

5,12,21,63,65,69, due to one of the following reasons: overcapacity at the grade level, special education related services required by the IEP, limitation of school requested, age ineligibility, habitual truancy, or expulsion in the current or preceding two years.

Dr. Jeffrey Weiss  
Superintendent of Schools

Kristopher Keckler  
Chief Information Officer

William Haithcock  
Chief of School Leadership

Stacy Guckenberger  
Director of Special Education  
and Student Support

Rhonda Lopez  
Director of Early Education Programs

Kenosha Unified School District  
Kenosha, Wisconsin

May 28, 2024

Classification, Compensation and Personnel Policy for  
General Administrative, Instructional Administrative, Supervisory and  
Technical Personnel

**Background**

On May 23, 2023, the Board approved the Classification, Compensation and Personnel Policy for General Administrative, Instructional Administrative, Supervisory and Technical Personnel for a two-year period, 2023-2025.

**Revision**

After review of the approved policy, Administration discovered that there were some errors and is suggesting the following updates for the 2023-2025 Policy:

1. Under Section IX. Early Retirement, A. Eligibility

**Proposed Change:** Delete wording for #3 “An employee shall be immediately disqualified from participation in this plan and all District obligations hereunder shall cease when and if a participant receives unemployment compensation or Worker’s Compensation directly or indirectly from the District” has been removed from the document (see highlighted sections in Attachment A).

2. Under Section IX. Early Retirement, D. Retiree Health / Dental

**Proposed Change:** Delete wording “IX-A-3” (see highlighted sections in Attachment A).

**Recommendation**

It is the recommendation of Administration that the Board approves the revision made to the 2023-2025 Classification, Compensation and Personal Policy for General Administrative, Instructional Administrative, Supervisory and Technical Personnel.

Dr. Jeffrey Weiss  
Superintendent of Schools

Kevin Neir  
Chief Human Resources Officer



**CLASSIFICATION, COMPENSATION AND PERSONNEL  
POLICY FOR  
GENERAL ADMINISTRATIVE, INSTRUCTIONAL  
ADMINISTRATIVE, SUPERVISORY AND TECHNICAL PERSONNEL  
2023-2025**

**I. APPLICATION AND EFFECTIVE DATE OF OPERATION**

The policy herein set forth and detailed shall be effective upon the date of adoption and shall govern the classification, compensation and working conditions of all administrative, supervisory, and technical (“AST”) personnel, except the Superintendent of Schools, in addition to language outlined in the Employee Handbook and Board Policies and Rules. Detailed benefit information can be found on the staff intranet.

**II. ADOPTION OF THIS POLICY**

In the adoption of this policy, the Board of Education expresses the plan that it shall follow in compensating and classifying its AST personnel. It is understood that the Board of Education reserves the right from time to time to make adjustments in this policy to meet the fiscal, administrative and programmatic requirements and needs of the District in an efficient and effective manner. The policy contained herein shall, at a minimum of two years, be reviewed by the Superintendent of Schools, with any recommended changes and/or modifications being reported to the Board of Education.

**III. BASIS FOR DETERMINATION OF SALARY POLICY AND OTHER WORKING CONDITIONS**

Recognition is made of the fact that only professionally qualified individuals who meet the qualifications identified in the position’s job description will be appointed to positions herein specified based on the approved job description for the position. Prior to posting and filling any of these positions, AST job descriptions shall be reviewed and updated by the Office of Human Resources and approved by the Superintendent of Schools prior to posting on WECAN and/or other job boards deemed appropriate by HR. All other job descriptions shall be reviewed and updated as needed.

#### **IV. EMPLOYEE CLASSIFICATION DEFINITIONS**

A. Administrative employee – For the purpose of this policy, “administrative employee” will be defined, as per the EEOC definition of an Executive/Senior Level Official Manager or First/Mid-Level Official/Manager as an employee who:

1. Plans, directs, and formulates policies; sets strategy; and who plans, directs, and coordinates activities with the support of subordinate executives and staff managers; or
2. Oversees and directs the delivery of services or functions and who implements policies, programs and directives of an Executive/Senior Level Official/Manager.
3. The administrative employees’ job titles on the AST salary schedule will include an “\*\*\*\*” indicator.

B. Supervisory employee – For the purpose of this policy, “supervisory employee” will be defined, as per the EEOC definition of Professional, as an employee:

1. Whose job requires bachelor and/or graduate degrees, and/or professional certification and comparable professional experience to perform the required job tasks; and
2. Whose job tasks include the ability to exercise significant direction over another person’s daily tasks including tangible employment actions such as hiring, firing, and disciplining subordinate employees.
3. The supervisory employees’ job titles on the AST salary schedule will include an “\*\*\*” indicator.

C. Technical employee– For the purpose of this policy, “technical employee” will be defined, as per the EEOC definition of a Technician or Administrative Support Worker, as an employee:

1. Whose job is comprised of activities that require applied scientific and/or technical skills, usually obtained by post-secondary education of varying lengths, depending on the particular occupation, recognizing that in some instances additional training, certification, or comparable experience is required; or
2. Whose job involves non-managerial tasks providing administrative and support assistance, primarily in office settings.
3. The technical employees’ job titles on the AST salary schedule will include an “\*” indicator.

## V. SALARY POLICY

### A. Annual Salary Adjustment

1. Salary percentage increases for AST personnel (other than the Superintendent) shall be considered and determined annually by the Board of Education based upon recommendation from the Superintendent of Schools and in compliance with guidelines imposed by the State legislature.
2. Eligible ASTs shall be advanced for step movements on the salary schedule in effect upon Board approval provided that the District has the ability to pay for step advancements.

### B. Salary Schedule Structure

1. Salaries are established for each level of employment with annual longevity, salary schedule and education/professional lane increases determined by the Board of Education following review of recommendations from the Superintendent of Schools.
  - a. Individuals who are on a performance improvement plan or do not provide satisfactory service are not eligible for any salary increases, stipends or merit awards.
  - b. The Superintendent, with the approval of the Board of Education, may implement a merit pay plan.

### C. Changes in Salary and Classification

#### 1. Salary

- a. The Superintendent will annually meet with the Board of Education for discussion of AST salary and benefit proposals in accordance with the timelines described in Article V, A, 1. Prior to such meeting, the Superintendent will meet with the Education Leaders of Kenosha (hereinafter referred to as “ELK”) or its designee.
- b. Salary levels are to be reviewed and compared with normative information, and recommended changes may be incorporated as a budget assumption to be presented to the Board of Education for consideration.

#### 2. Classification

- a. The Superintendent may institute reclassification of positions as needed to reflect changes in responsibility with the approval of the Board of Education.

### D. Salary Status as a Result of Transfer Appointment or Position Reclassification Persons in the District transferred from one AST position to another position, will be placed at a

salary level based upon qualifications and experience at the discretion of the Superintendent of Schools with the approval of the Board of Education. Such transfer could result in an increase or decrease in salary. Any such increase in salary shall commence on the first pay period following the position change; any such decrease in salary shall commence on the first pay period of the school semester following the position change.

**E. Conformity with Applicable Laws**

All salary compensation changes, whether pertaining to base salary, equity adjustment, merit or any other salary compensation item, and all fringe benefit changes, shall comply with any applicable laws regarding same.

**VI. FRINGE BENEFITS**

**A. Vacation**

Vacation shall be accrued on a fiscal year (July 1 - June 30) and taken on a calendar year (January 1 - December 31). Vacation is accrued at a 1/12 per month basis.

All supervisory and technical employees under this policy will receive vacation as follows:

- a. One week = five days
- b. During first year of employment – two weeks (prorated)
- c. After first year – three weeks
- d. After second year – four weeks
- e. New employees will not be allowed to take vacation during the first six months of employment.

All administrative employees under this policy will receive vacation as follows:

- a. One week = five days
- b. During first year of employment – three weeks (prorated)
- c. After first year – four weeks
- d. After second year – five weeks
- e. New employees will not be allowed to take vacation during the first six months of employment.
- f. Holidays

**B. The following days will be paid holidays for AST personnel: New**

Year's Eve	Labor Day
New Year's Day	Thanksgiving Day
Martin Luther King Day	Friday after Thanksgiving
Good Friday	Christmas Eve
Spring Break Week	Christmas Day
Memorial Day	Winter Break
Independence Day	

If any of the named holidays fall on a Saturday or Sunday, either the preceding or the following normal workday as approved by the Board of Education shall be observed as the holiday.

**C. Tuition Reimbursement**

AST personnel shall be eligible to request tuition reimbursement for college, university or technical school coursework under the following conditions provided the Employee has completed one full year of continuous full-time employment within the AST classification:

1. Courses must be job related and individuals must request written approval in advance of taking the course(s) from the Superintendent or designee prior to enrollment. The approval for reimbursement shall be contingent upon the availability of funds.
2. An official transcript or certification attesting to completion of such coursework must be filed with the Office of Human Resources along with evidence of tuition payment by the individual within 60 days after the completion of the coursework.
3. Reimbursement will be made for actual tuition costs only not to exceed the UW-System (Milwaukee) cost per credit up to a maximum sum of 24 credits in the last five years. Employees earning an "A", "B" or "Pass" in any authorized course will be reimbursed at 100% of the documented cost. There will be no reimbursement for less than "B" level work. Employees who leave employment with the District for reasons other than retirement within one year of completion of the authorized course(s) shall be obligated to repay the District two-thirds of the tuition cost paid by the District within 30 days of resignation or termination; and employees who leave employment for reasons other than retirement within two years shall repay one-third of the tuition cost within 30 days of resignation or termination.

**D. Sick Leave**

**1. General Provisions**

- a. Sick leave with full pay shall be earned and credited at the rate of one day per month for each month the employee is employed by the District. Unused sick leave shall be accumulated to a maximum of 120 days. AST employees, who had accumulated sick leave while employed by the District as a non-AST employee, may carry over their accumulated non-AST sick days.

Non-AST sick days shall be used before any sick days accrued as an AST, but in no case shall the total of AST and non- AST sick days exceed 120 days.



- b. After a minimum of 10 full years of continuous employment as AST personnel, employees covered under this policy whose employment ends for reasons other than termination (i.e. resignation or retirement) shall be entitled to receive a payment equal to 50% of the value of any accumulated unused sick leave earned as an AST employee at the time of such separation (i.e. resignation or retirement) at the rate of pay at the time of separation (i.e. resignation or retirement). The District shall make such payment within 90 days after separation (i.e. resignation or retirement) of employment. The District shall make such payment in the form of a post-employment contribution to a tax-sheltered annuity.

## 2. Personal Injury Benefits

- a. Whenever the employee is absent as a result of personal injury caused by an assault by a student, occurring in the course of the employee's employment, the employee shall be paid his/her full salary for the period of such absence, and no part of such absence will be charged to his/her annual sick leave. Under these conditions, any benefits accruing to the employee would be remitted to the District.
- b. Whenever the employee is absent as a result of personal injury occurring on district property and not due to the employee's negligence, the employee shall be paid his/her full salary less weekly indemnity under the Workers' Compensation Act for the period of his/her disability up to thirty 30 contract days and no part of such absence shall be charged to his/her accumulated sick leave.

## 3. Initial Sick Leave Credit

The District acknowledges that no formal sick leave policy existed prior to the adoption of this policy effective July 1, 1997. Therefore, in recognition of the tenure of the District's employees prior to July 1, 1997, the full-time employees of the District as of July 1, 1997, covered by this policy, are granted accrued sick leave benefits as of July 1, 1997, (whether or not such full-time employment was as an AST employee) as follows: One day per month for each month of consecutive full-time employment with the district as of July 1, 1997, to a maximum of 120 days.

## E. Other Leave

1. Employees covered by this policy who have completed a minimum of three years of continuous full-time service within the AST classification shall be eligible to request a personal leave for up to one year. Said leave, if approved by the Superintendent or his/her designee, shall be without compensation. Upon return from such leave, the AST personnel shall be immediately reinstated in his or her former position, if then available, and if

not to a substantially equivalent position which he or she is competent to perform. Employees who take a leave of absence for any period longer than six months shall not accrue District seniority during that time.

2. The District will grant the necessary time off with pay for employees who are subpoenaed to appear in court proceedings: (1) in connection with the employee's employment; or (2) in any other legal proceeding, if the employee is not a party to the action. Such approved absence will be with pay provided the employee remits to the District any fees received and files the subpoena with the Office of Human Resources. Time off with pay for purpose of attending court proceedings shall include the adoption and/or accepting appointment as guardian of a child by the employee.

## **VII. ADDITIONAL COMPENSATION – EDUCATION AND PROFESSIONAL DEVELOPMENT LANES**

The Board of Education shall provide compensation in the amount of \$1,500 annually for up to one achievement in each of the following categories for no more than a total of \$4,500 annually:

- A. Master's degree plus 30 college credits or equivalent continuing education units (CEU's) (Implied in Ph.D. or Ed. D.). *Once this achievement is approved and received, no further documentation is needed to continue receiving this stipend on an annual basis.*
- B. Professional licensure/certifications including, but not limited to, Certified Public Accountant (CPA), American Institute of Architects (AIA), Professional Engineer (PE), Registered Dietician (RD), Certified Network Engineer (CNE), Microsoft Certified Software Engineer (MCSE), etc. Those who attained this achievement on or prior to June 30, 2019, shall be grandfathered in receiving their annual stipend without needing to meet the criteria below. Those attaining the achievement July 1, 2019, and beyond must meet all criteria as outlined.

Professional licensure/certifications considered for additional compensation must:

1. Be earned through the State of Wisconsin or a professional association
2. Be pertinent to the employee's current position
3. Receive supervisor approval (specifically as it relates to the employee's position)
4. Require continuing education to maintain the licensure/certification (e.g., credits or coursework required to remain certified/licensed)
5. Be turned in to the Office of Human Resources on an annual basis on or before April 30 with all supporting documentation showing supervisor approval, what continuing education is required to maintain licensure/certification, the credits/coursework completed to maintain licensure/certification, and the updated license/certificate for the current year

- C. Master Administrator designation through the Wisconsin Department of Public Instruction. *Once this achievement is approved and received, no further documentation is needed to continue receiving this stipend on an annual basis.*

Any and all required documentation for each area outlined above must be turned in on or before April 30. The Office of Human Resources shall review submissions in May and notification of approval and payment will be provided by June 30 of the fiscal year. This section excludes additional teaching or administrative licenses; certifications or licenses required to hold a position; and/or certifications and licenses required to accomplish responsibilities or essential job duties as outlined in the job description.

## **VIII. OTHER CONDITIONS OF EMPLOYMENT**

### **A. Duration of Individual Employment Contract**

1. Individual employment contracts issued to employees covered by this policy will be issued in accordance with any applicable State Statutes and Board of Education policy.
2. Employment contracts for individuals covered by, Wis. Stat. § 118.24 may be for a term up to, but not to exceed, two years.
3. Individuals covered by Wis. Stat. §118.24., who are placed on a professional improvement plan, shall be entitled to a contract with a term not to exceed one year. Individuals covered by Wis. Stat. § 118.24 who are in the last year of a two-year contract, and who are placed on a professional improvement plan, shall be given preliminary notice and notice of nonrenewal of their two-year contract pursuant to Wis. Stat. § 118.24, so as to renew their contract for a term not to exceed one year.
4. Employment contracts for individuals not covered by Wis. Stat. § 118.24 may be for a term not to exceed one year. Individuals not covered by Wis. Stat. §118.24, who are placed on a professional improvement plan, shall be given notice of same at the time their contract is considered for renewal and shall be provided the opportunity to meet with the Board of Education in closed session to discuss the matter.
5. Six months prior to the expiration of this Policy, no later than February 26, representatives of the Board of Education and representatives of Educational Leaders of Kenosha will meet to discuss any changes, modifications or updates, to the Classification, Compensation and Personnel Policy for General Administrative, Instructional Administrative, Supervisory and Technical Personnel.

**B. Placement on the Salary Schedule**

1. Any newly hired employee or current employee changing positions within the AST group prior to January 1 of any given year shall be eligible for salary advancement for the ensuing school year.
2. Prior experience credit as determined by the Superintendent may be granted personnel being employed in accordance with provisions contained herein.
3. Salary placement shall be made effective as of July 1 of each year.

**C. Overtime for Non-Exempt Positions**

Positions classified at Levels 1 through 6 on the Salary Schedule (Appendix A) are classified as non-exempt employees, and overtime will be paid at one-and-a-half times the employee's hourly rate of pay. Overtime will be paid for work in excess of 40 hours per week. Similarly, the District may provide mutually agreed compensatory time off in lieu of overtime pay that will be accrued at one-and-a-half hours for every hour a non-exempt employee works over 40 hours per week.

**D. Outside Employment**

No District employee shall engage in any outside activities or employment that interferes with the ability to carry out regularly assigned duties, as determined by the Superintendent or designee.

**IX. EARLY RETIREMENT**

**A. Eligibility**

1. Individuals who have been employed in the District on a regular full-time basis for at least 15 years, who also meet the additional age and other requirements set forth below and whom the District currently employs, may apply for early retirement benefits under this Article IX.
2. Individuals who have been employed by the District for at least 15 years and who are currently employed by the District, and have served the last 10 years of continuous full-time employment within the AST classification, and have reached the age of 55 are entitled to the insurance coverage specified in Article IX-D-1. Employees eligible for early retirement insurance benefits may maintain their current single/family coverage until age 65 or Medicare eligibility, whichever occurs first.
3. An employee shall be immediately disqualified from participation in this plan and all District obligations hereunder shall cease when and if a participant receives unemployment compensation or Worker's Compensation directly or indirectly from the District.

4. Individuals who retire shall not be eligible for re-employment with the District either as a full-time equivalent (FTE) or a consultant without the approval of the Board of Education.
5. Employees who do not meet the eligibility criteria in paragraph 2 above, but who do meet the criteria in paragraph 1 above and who have attained age of 55 shall be eligible for single health insurance coverage specified in Article IX-D-1.

B. Application Procedure

1. Applicants shall apply for early retirement benefits to the Superintendent and/or his/her designee at least six months in advance of the effective date of retirement.
2. The effective date of retirement for instructional administrators shall be July 1. The employee shall tender notice of the effective date of early retirement immediately upon being notified that the application has been accepted.
3. Once notice of intent to retire is given by an employee, and is accepted by the District, the notice of intent to retire shall be irrevocable.

C. Payments

1. The District shall have the discretion to determine whether it will make any supplemental payment to WRS for any retiree, as determined by WRS, in accordance with Wis. Stat. §40.05(2)(i).
2. The District shall provide a Letter of Agreement to the retiring employee that specifies the amount to be paid to the WRS on behalf of the retiring employee.

D. Retiree Health/Dental

1. Except as otherwise provided in IX-A-3 and IX-A-4, employees who retire pursuant to this Article shall be eligible to remain in the group health, dental and life insurance programs that the District may maintain from time to time for similarly-situated active employees until age 65 or until the individual qualifies for Medicare, whichever occurs first. The District does not pay premium contributions for life insurance.
2. Except as otherwise provided in IX-A-3 and IX-A-4, the District shall make its portion of premium contributions on behalf of early retirees until age 65 or until the individual qualifies for Medicare, whichever occurs first based on the following contribution schedule. Retirees will be responsible for their portion of the premium contribution.

3. The District will establish the employee/retiree contributions from time to time and communicate such rates to affected individuals through a separate benefit schedule or other written communication. Premium contribution rates and plan design are subject to change.

**E. Other Retirement Benefits**

1. Employees, who attain the minimum age to retire with 15 years of continuous full-time employment in the District, shall be entitled to receive a payment equal to \$2,000 per year of continuous full-time employment within the AST classification. Payment may occur within 90 days of the termination or may be paid in three equal yearly installments (including any accrued interest based on the average investment rate for the previous year's fixed annuity account of the District's investment vehicle) on the same corresponding date. The District may choose to make such a payment through a tax-deferred plan. This and all retirement transactions must be in compliance with applicable Wisconsin Retirement System rules and regulations and/or state law.

This provision shall sunset at the close of the 2005/06 classification policy period (June 30, 2006). (No additional benefits shall accrue.) Those members covered by this classification policy at the time of sunset will be eligible to receive \$2,000 for each year of service they have attained as of 2005/06 provided they meet the minimum age to retire (age 55).

**X. DURATION AND PROVISIONS FOR AMENDING THIS POLICY**

This policy and all its provisions shall be construed as being in full force and effect starting July 1, 2019 and may be revised or amended only by action of the Board of Education. The Board of Education may amend this Policy and any underlying plan or program at any time and any such changes may apply immediately to a covered individual, even after an employee retires.

If any portion of this Policy is held invalid by operation of law or by any tribunal or agency of competent jurisdiction, or if compliance or enforcement of any part should be restrained by such tribunal or agency, or in the event of substantial changes in the social security or retirement systems which would affect this Policy, the entire Policy shall become null and void and shall be reassessed at that time by the Board of Education.

**XI. RESIDENCY**

Administrative, Supervisory and Technical personnel are strongly encouraged to reside within the school district boundaries.

**XII. EMPLOYMENT CONTRACT RENEWAL, NON-RENEWAL, MODIFICATION OR TERMINATION**

**A. Employment Contract Renewal, Non-Renewal, Modification or Termination for Administrative Personnel under Wis. Stat. § 118.24.**

1. The renewal, non-renewal and termination of the employee's employment contract shall be in accordance with the provisions of Wis. Stat. § 118.24, and the rules, regulations and policies of the Board of Education. The employee contract may be modified or terminated any time during the term hereof by the mutual written agreement of the parties hereto, except that a breach of said contract may result in dismissal rather than acceptance of resignation. A resignation must be made in writing to the Superintendent of Schools at least 30 days prior to the proposed effective date of such resignation and is subject to acceptance or rejection by the Board of Education on the basis of the reasons proffered therefor.
2. The Superintendent of Schools may unilaterally suspend the individual with or without pay. The Board of Education may discharge or terminate the individual for just cause for a breach of the employee's contract. The Administrator shall be entitled to procedural due process prior to any suspension, discharge or termination that occurs during the term of the employee's contract.
3. Any employee covered under this agreement who has been placed on a Professional Improvement Plan shall not have their contract renewed for more than one year in accordance with the provisions of this Article and Article VII, A. While on a professional improvement plan, the employee's salary will be frozen for the duration of the plan. Upon completion of the plan and recommendation for further employment, the employee will be placed on the salary schedule at the level he/she would have achieved had he/she not had his/her salary frozen and shall receive back pay. However, should said individual remain on review for the period of the contract renewal and fail to meet District expectations in their evaluation at the end of the contract term, said individual will be terminated.

**B. Employment Contract Renewal, Non-Renewal, Modification or Termination for Administrative, Supervisory, and Technical Personnel Not Covered by Wis. Stat. § 118.24.**

1. The Board of Education, or designee, will notify the individual at least 30 calendar days prior to the expiration of the employee's contract of its intent to renew or non-renew said contract. If the individual receives a notice that the Board of Education is considering the non-renewal of the employee's contract, the individual may, within five calendar days after receiving such notice, request, in writing, a private conference with the Board of Education to discuss the reasons for the non-renewal. The Board of Education will advise the individual in writing of its decision to renew or non-renew the individual's contract within five calendar days after such conference.

The employment contract may be modified or terminated any time during the term hereof by the mutual written agreement of the parties hereto, except that a breach of said contract may result in dismissal rather than acceptance of resignation. A resignation must be made in writing to the Superintendent of Schools at least 30 days prior to the acceptance or rejection by the Board of Education on the basis of the reasons proffered therefor.

The Superintendent of Schools may unilaterally suspend the individual with or without pay. The Board of Education may discharge or, terminate the individual without cause for reasons that are not arbitrary or capricious during the term of the employee's contract, provided that the individual shall be given written notice 30 days prior to the effective date of any discharge or termination during the term of the employee's contract. The individual shall be entitled to procedural due process prior to any suspension, discharge or termination that occurs during the term of the employee's contract.

2. Any employee who has been on a professional improvement plan for one year and who fails to meet District expectations in their evaluation at the end of that year shall be terminated.

### **XIII. EVALUATION**

All individuals covered herein shall be evaluated in accordance with the policies and procedures adopted by the Board of Education and receive a written summative copy of said evaluation.

### **XIV. TRANSFER**

The District shall have the right to transfer any employee herein during the term of their contract from one assignment to another whenever, in the judgment of the Board of Education, such transfer is in the best interest of the District. In the event of a transfer, the employee should receive the compensation appropriate for such position pursuant to the current AST Personnel Salary Schedule and Article IV, D of this policy with consideration of years of service within the AST classification.

### **XV. MODIFICATION TO POLICY**

All modifications to the Compensation and Personnel Policy for General Administrative, Instructional Administrative, Supervisory and Technical personnel will be sent to ELK leadership to share with all AST staff members at such time that the modifications are submitted to the Board of Education, and the Superintendent will meet with ELK leadership to explain such changes prior to adoption.



## Attachment A

Policy revisions approved by the Board of Education on xx/xx/2023

Signed:

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Educational Leaders of Kenosha Representatives

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Board of Education Representative

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Kenosha Unified School District  
Kenosha, Wisconsin

May 28, 2024

**Referendum Planning Services Request for Proposal (RFP)**

On May 2<sup>nd</sup>, 2024, the District issued a public Request for Proposal (RFP) to acquire proposals from qualified vendors to provide comprehensive referendum planning services.

The purpose of the RFP was to engage a vendor with expertise in strategic planning, community engagement, messaging, communications, and legal compliance to support the District in potentially planning and executing an operating referendum.

The scope of work included the following:

1. **Strategic Planning:** Develop a comprehensive plan for the referendum campaign, including setting objectives, defining target audiences, and outlining key strategies and tactics.
2. **Community Engagement:** Facilitate meaningful engagement with stakeholders, including parents, staff, students, and community members, to gather input, and address concerns, while ensuring that the messaging and information sharing is done professionally, resulting in a well-informed electorate ahead of the ballot.
3. **Messaging and Communications:** Develop clear and compelling messaging and communication materials tailored to various audiences to effectively convey the purpose and need of the referendum. Develop and implement a significant outreach and educational effort within the community including presentations, media outreach, direct mail, social media, information session(s), and any other efforts to ensure the education of the electorate on the subject before the election.
4. **Legal Compliance:** Ensure compliance with all applicable laws, regulations, and guidelines governing referendum planning and communication activities in Wisconsin.

**Administrative Recommendation**

After reviewing the proposals from various vendors, the administration recommends that the Board of Education select the Donovan Group as their Referendum Planning Consultants as proposed in Attachment A, should they choose to pursue an operating referendum.

Dr. Jeffrey Weiss  
Superintendent of Schools

Tarik Hamdan  
Chief Financial Officer

# RESPONSE TO REQUEST FOR PROPOSAL

**Kenosha Unified School District**

**RFP #5362 - Referendum Planning**

*May 16, 2024*

Donovan Group  
1345 N. Jefferson Street, #120  
Milwaukee, WI 53202  
[www.donovan-group.com](http://www.donovan-group.com)



## LETTER OF INTEREST

May 16, 2024

Purchasing Department  
Kenosha Unified School District  
3600 52nd Street  
Kenosha, WI 53144

To whom it may concern:

I am pleased to submit this proposal to the Kenosha Unified School District on behalf of our firm, the Donovan Group, in response to RFP# 5362 Referendum Planning.

Entering our 20th year, our team has worked with hundreds of school districts on their survey research, communications, community engagement, and referendum efforts. Our work is fueled by the belief that engaging the entire district community, making information available to all, and transparency are critical components of building trust. We believe in expanding avenues for two-way communication with community members.

We see an excellent opportunity to assist with engaging your school district community and concentrating our efforts around their shared values. Working with the Donovan Group, the Kenosha Unified School District would gain access to a full team of survey research and communications professionals, with each member possessing specific skills to accomplish the district's objectives.

The Donovan Group team includes experts in survey and data analysis, communications planning, media relations, content writing and editing, public policy, graphic design, and video production. We believe that well-planned and executed referendum communications bring together a community in support of its public schools. This leads to greater trust for the school district and its leaders.

In submitting this document, I certify that all information contained in this proposal is true and correct. As a partner, I have the authority to submit this proposal on behalf of the firm. The proposed fees have not been knowingly disclosed to other potential respondents and no attempt has been made to restrict competition among respondents. The Donovan Group agrees with the indemnification outlined in the RFP.

I welcome any questions you may have about our proposal. Please do not hesitate to contact me at 920-217-8022 or [brian.nicol@donovan-group.com](mailto:brian.nicol@donovan-group.com).

I appreciate your consideration.

Sincerely,

Brian Nicol, Partner  
Donovan Group  
1345 North Jefferson St. #120  
Milwaukee, WI 53202





## ABOUT THE DONOVAN GROUP

The Donovan Group is a communications, community engagement and survey research firm focused solely on serving the needs of public schools, school districts, and educational organizations across the United States. Since 2005, our team has worked with hundreds of school districts and numerous educational organizations on their data gathering and analysis, proactive communication, crisis communication, marketing, public relations, referendum, and community engagement efforts.

Our work is fueled by a commitment to public education and the belief that accessible information and transparency are key components to building trust. We believe in expanding avenues for two-way communication with district staff, families, and community members.

Working with the Donovan Group, the Kenosha Unified School District will gain access to a full team of survey research and communication professionals, with each member possessing specific skills to benefit the district and its communications needs.

The Donovan Group typically works on a fixed-fee arrangement. This means we charge the same fee every month, with no overages. We believe this is important because we cannot always predict what level of services school districts will need during the school year. Our fixed-fee model means your district is covered.

In 2019, the Donovan Group was recognized with a [Gold Medallion](#), the top award from the National School Public Relations Association, for a referendum campaign on behalf of the Howard-Suamico School District in Wisconsin.

This year, NSPRA again recognized the work of our team with a [2023 Golden Achievement Award](#) and ten [2023 Publications and Digital Media Excellence Awards](#).

Our firm has also become a trusted partner to state school board associations and superintendents' associations across the nation. We provide crisis communication assistance to association members in several states, including [Arizona](#), [Delaware](#), [Florida](#), [Indiana](#), [Minnesota](#), [Pennsylvania](#), [Virginia](#), and [Wisconsin](#).

Please note that additional information about our services is available on our website, at <https://donovan-group.com/services>.

## OUR PRINCIPLES

1

**We believe a high-quality public education is a human right** and that all American children—regardless of race, color, religion, creed, sex, sexual orientation, gender identity, national origin or ancestry, as well as that of their family—are entitled to a great public education.

2

**We believe public education is one of the fundamental elements of our democracy.** It is one of the best ways for all of us to make use of the talents provided to us by our maker.

3

**We believe public education is changing and improving,** and we believe that we can play a supporting role in fostering this change. We believe the best days of public education are yet to come.

4

**We believe that those who are part of this educational change understand the responsibility to ensure all students are served,** including our most vulnerable students. In public education, when we say we serve “all” students, we truly mean all.

5

**We believe in honesty, transparency and forthrightness,** and we understand the responsibility we have in providing taxpayers who invest in their public schools with outstanding value.

6

**We believe in respecting the unique talents, skills and gifts of every team member** and working together to achieve goals on behalf of our clients and the students and families they serve.



## OUR TEAM

While Brian Nicol, a partner with the Donovan Group, will be the district’s main point of contact throughout the effort, the following members of [the Donovan Group team](#) will assist the Kenosha Unified School District with its communications efforts.



**Brian Nicol, Partner and Project Lead**

Brian joined the Donovan Group as a partner in April 2023. He brings 17 years of PK-12 public education experience in the state of Wisconsin, having previously served as director of communications for the Howard-Suamico School District for nine years and a sixth-grade teacher for eight. Nicol and HSSD won the Wisconsin School Public Relations Association’s top honor, the Lighthouse Award, in 2015 and 2020. The district was also recognized with a Gold Medallion award from the National School Public Relations Association for its successful 2018 operational referendum campaign.



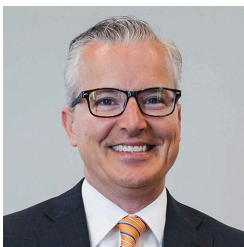
**Joe Donovan, Founding Partner**

Joe Donovan is president and founder of the Donovan Group. In addition to working with dozens of school districts on their communications efforts, Joe regularly consults with districts and educational organizations across the country. He has also provided consulting services to state superintendents, state legislators, mayors, and members of Congress.



**Tracy Jentz, Director of Survey Research**

Before joining the Donovan Group, Tracy spent more than 10 years as communications coordinator for one of the largest school systems in North Dakota, where she provided a strategic communications and research focus through her award-winning work. Tracy holds a master’s degree in sociology and a bachelor’s degree in communication, both from the University of North Dakota. She has also obtained Accreditation in Public Relations (APR).



**Jerry Gallagher, Partner**

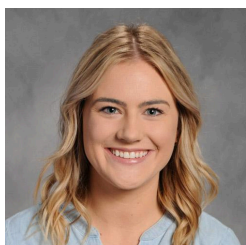
Before joining the firm, Jerry spent 19 years as a broadcast journalist in Iowa and Wisconsin. He was a news anchor in Waterloo, Sioux City, and Eau Claire. Jerry earned a Midwest Regional EMMY in 2015. He holds a bachelor’s degree in electronic media from the University of Northern Iowa.

**Steve Bailey, Partner**

Steve is the Donovan Group's lead communication strategist and content director. Before joining the firm, he served as president of a large content creation agency. He was also campaign manager for a U.S. Congressional campaign and has worked with nonprofit organizations in Wisconsin, Minnesota, Illinois, and New York. He graduated from the University of Wisconsin-Oshkosh with a bachelor's degree in journalism and has experience as both a print and broadcast news reporter.

**Derrick Docket, Director of Branding & Design**

Derrick Docket helps public schools and districts tell their stories through marketing, content creation, graphic design, branding, communication planning, and video production. Before joining the Donovan Group, Derrick served as director of marketing for The Magic House, St. Louis Children's Museum. Prior to that, he was the chief communications officer and director of marketing for the Wentzville School District in Missouri.

**Katie Drida, Director of Social Media**

Katie brings a passion for sharing the stories, celebrations, and community connections of each school district through their social media. Before joining the Donovan Group, Katie taught middle and high school English Language Arts for seven years, while also serving in various communication roles on several educational support and extracurricular teams. Katie holds a bachelor's degree in English Education from the University of Wisconsin-Stevens Point.

**Ben Gallagher, Director of Video Services**

Since joining Donovan Group in 2020, Ben has produced videos for a wide variety of school districts across the country. His work helps school districts tell their stories and provides information about unique programs, special events, student achievements, extracurricular activities, and more.

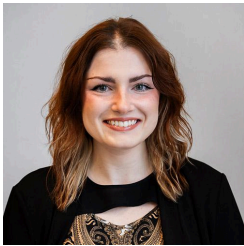
**Isaiah Smith, Communication Strategist**

As a communication strategist, Isaiah collaborates with public schools and districts nationwide, helping them craft compelling narratives, foster community engagement, and master effective communication practices. Previously, Isaiah served as a digital communications specialist with the Douglas County School System. Isaiah holds a bachelor's degree in mass communication from Georgia College and State University.

**Amanda Getgen, Communication Strategist**

Amanda Getgen works with public schools and districts, focusing on content writing and editing, communication planning, social media, graphic design, and crisis communication. Previously, she served as communications coordinator for the Tomah Area School District. She received the 2022 Wisconsin School Public Relations Association Lighthouse Award.





### **Brooke Pisciotto, Communication Strategist**

Brooke Pisciotto helps public schools and districts tell their stories through social media, written content, graphic design, communication planning, and much more. Before joining the Donovan Group, Brooke was a fifth-grade English language arts teacher, where she served on the School Improvement Team and sponsored the Art Club.



### **Emily Rojas, Communication Strategist**

Emily works with public schools and districts across the United States to help them tell their stories, engage their communities, and communicate effectively. Before joining the Donovan Group, Emily served as director of communications for Dalton Public Schools. During her time there, the district received seven gold awards from the Georgia School Public Relations Association, including two Best in Category awards. Emily holds a bachelor's degree in public relations from Lee University.



### **Becky Huenink, Lead Project Manager**

As lead project manager, Becky will oversee all facets of project management, just as she has for hundreds of Donovan Group clients. After receiving a bachelor's degree from the University of Wisconsin-Whitewater, Becky worked for the Wauwatosa School District in southeastern Wisconsin before joining the Donovan Group. Becky is in her 11th year with the firm.

Other members of the Donovan Group team can be found on our website:

<https://donovan-group.com/about-us/> .



## PHILOSOPHY

As a rule, we believe that referendum success is about more than just the passage of a referendum.

We believe that a well-done referendum effort is one in which trust is built in the community and the level of dialogue about educational issues is raised.

We believe that defining success in this way is important because it dramatically changes the tactics and procedures used by the district in advance of the referendum. Over the years, we have seen some school boards engage in what we might best describe as scorched earth efforts that rely on generating fear and spin to pass a referendum. We find these tactics to be less than successful, and they also destroy—rather than build—trust.

Instead, we believe in telling the truth and seeking to engage every community member in the district's needs. We believe school and district leaders must communicate in such a way as to build integrity. Most of all, we do not know when the district may need to return to voters for another referendum. The way to pass a replacement referendum a few years later is to communicate with integrity now.

With all this in mind, we will describe a referendum process focused on authentic engagement, truth-telling, and building integrity in the rest of this section. Pushing further, we do not believe a

referendum is won or lost. Instead, we see that a referendum solution that was presented to voters either passed or did not pass. We believe that not talking about wins and losses in a referendum effort is a subtle issue, but an important one.

We believe that every referendum includes three distinct stages. The first is to identify and communicate the needs of the district. For community members to vote for a referendum, they must understand how the referendum solution addresses specific needs. Engaging the community in the district's needs is essential for the referendum communications process. Thus, it continues throughout the timeline.

Whether the district is pursuing a capital referendum or an operational referendum, it is essential to communicate about needs. In short, you must seek to educate community members about why the referendum is needed. As noted, this can be facilities-related or, for an operational referendum, related to being locked into a low revenue limit.

This needs-based messaging is what we call a narrative. We can imagine the narrative as being what we would say to a neighbor who, during a conversation in your front yard, asks you, "Why is the district considering a referendum?"

Creating this narrative is something you should work on early in the effort, as it takes some time to fine-tune and is the most critical piece of the communications effort.

In addition to communicating the narrative, you must proactively communicate answers to likely questions. Responses to key questions should be baked into your narrative, as you can assume they will be on the minds of many.

To that end, the first stage of the referendum project is when we will educate community members. This stage may include articles in the local newspaper, the creation of a dedicated web page, a fact sheet with some frequently asked questions and parent and staff email messages.

The second stage of the referendum is to engage community members through a formal process. Engagement is more than just providing information to community members. It is providing them with information, asking them to consider various solutions, and then providing feedback to the district and school board.

This part of the process can include a task force, a district-wide survey and focus groups, listening sessions with the school board, community presentations, and staff listening sessions. The idea is to engage in a two-way conversation about the needs so that community members have a strong sense of ownership over the solution placed on the ballot.

The final stage of the process begins the evening the board votes on the referendum resolution. This last stage—the communication of the solution—includes reminding community members how their voices were part of the process. It will consist of additional information on the district's website, parent letters, backpack stuffers, and community presentations.

Finally, we must always realize that communication in advance of a referendum is a great way to gain trust in the community. This happens by being as truthful as possible, answering questions as honestly as possible, and operating with a high level of integrity. As noted earlier, a successful referendum endeavor both results in the passage of a referendum and builds trust.

Finally, in keeping with our fifth guiding principle, *we believe in honesty, transparency and forthrightness, and we understand the responsibility we have in providing taxpayers who invest in their public schools with outstanding value.*



## REFERENDUM COMMUNICATIONS

The Donovan Group is a full-service communications firm. Not only is the Donovan Group one of the largest public-education-focused firms in the U.S., but it is also one of the largest communications firms in the state. Our team includes writers, editors, graphic designers, videographers, project managers, and social media experts, in addition to our survey team. The Donovan Group can provide:

- Communications and community engagement planning and road-mapping
- Assistance with the district's website (drafting copy, assisting with design, etc.)
- Assistance with social media (drafting, editing, posting, etc.)
- Writing and copy editing
- Graphic design assistance (layout of mail pieces, brochures, etc.)
- Administrator training or coaching
- Other services, as requested by the district (The Donovan Group will go to great lengths to provide all services needed to accomplish the goals of this project, including doing that which we cannot currently anticipate.)



## PROPOSED TIMELINE

We work with each of our clients in the development of referendum-related timelines. However, the following is a proposed communications calendar for a November 2024 referendum.

### June-July 2024

- Create and finalize the communication roadmap, including key messages and a communication calendar
- Create a referendum webpage with FAQs (this can be a page on the district's website or a standalone page created by the Donovan Group)
- Write and send an email to parents about the district's needs, the process that has been used to address those needs
- Begin social media campaign
- Hold parent and community engagement sessions
- **Possible: Board votes to place the question on the ballot (per legal advice)**
- Create and distribute a news release announcing the referendum and the question that will appear on the ballot in November
- Create mailer #1, a four-panel piece that details the district's needs, the process used to develop a solution, and the question on the ballot

### August 2024

- Mailer #1 distributed to every residential address in the district (mid-August)
- Continue social media campaign
- Create mailer #2, a postcard-style piece that provides brief information and directs recipients to the referendum webpage



- Continue to update the webpage/FAQs as needed
- Create a one-page fact sheet on the tax impact of the referendum; share via email, social media and other channels
- Hold parent and community engagement sessions
- Write a guest article from the board president; send to local media

#### September 2024

- Continue social media campaign
- Create mailer #3, a postcard-style piece that provides information and reminds recipients to vote in November
- Hold parent and community engagement sessions
- Continue to update the webpage/FAQs as needed

#### October 2024

- Mailer #2 distributed to every residential address in the district (early October)
- Continue social media campaign
- Write and send an email to all parents, providing information and reminding them about the upcoming referendum vote
- Mailer #3 distributed to every residential address in the district (late October)
- Hold parent and community engagement sessions
- Continue to update the webpage/FAQs as needed

#### November 2024

- Continue social media campaign
- Write and send emails to parents and staff, reminding them of election day and where they can cast their ballots
- Election Day (November 5, 2024)
- Post-election activities:
  - Contact/thank other local officeholders
  - Place thank you message on the website
  - Send thank you message to families/staff
  - Publish thank you social media posts



## REFERENCES

- Stevens Point Area School District  
Bliss Educational Services Center  
1900 Polk Street  
Stevens Point, WI 54481
  - Dr. Cory Hirsbrunner, Superintendent  
[chirsbru@pointschools.net](mailto:chirsbru@pointschools.net), 715-345-5444
- Howard-Suamico School District  
2706 Lineville Road  
Green Bay, WI 54313
  - Mr. Damian LaCroix, Superintendent  
[damilacr@hssdschools.org](mailto:damilacr@hssdschools.org), 920-662-7709



- Pewaukee School District  
404 Lake Street  
Pewaukee, WI 53072
  - Dr. Mike Cady, Superintendent  
[cadymic@pewaukeeschools.org](mailto:cadymic@pewaukeeschools.org), 262-695-5046
- North Lake School District  
N75 W31283 Hwy VV  
North Lake, WI 53064
  - Dr. Liesl Ackley, Superintendent  
[acklie@northlakeschool.org](mailto:acklie@northlakeschool.org), 262-966-2033 ext. 153
- Sheboygan Falls School District  
220 Amherst Avenue  
Sheboygan Falls, WI 53085
  - Mr. Zach Pethan, District Administrator  
[ztpethan@sheboyganfalls.k12.wi.us](mailto:ztpethan@sheboyganfalls.k12.wi.us), 920-467-7893



## PROPOSED FEES

The Donovan Group typically works on a fixed-fee arrangement. This means we charge the same fee every month, with no overages. We believe this is important because we cannot always predict what level of services school districts will need throughout the course of a project. Our fixed-fee model means your district is covered.

### Referendum Planning

The total cost of the project is \$36,000. If the project runs from June through November, we will invoice the district at the end of each month for \$6,000.

*Please note that we do not include costs that will be paid by the district, including printing and postage, in our proposal.*

# Thank You!

We appreciate the opportunity to provide this proposal to the Kenosha Unified School District. We welcome your thoughts and feedback.

If you have any questions or would like more information, please contact:

### Brian Nicol, Partner

Donovan Group  
920 217 8022  
[brian.nicol@donovangroup.com](mailto:brian.nicol@donovangroup.com)  
[www.donovangroup.com](http://www.donovangroup.com)



## Contact Information

**Please complete these sections below to indicate the structure of your organization and its ability to conduct business in the State of Wisconsin.**

RFP Contact: Brian Nicol

RFP Contact Email: brian.nicol@donovan-group.com

Title: Partner

Name of Firm: Donovan Group LLC

Check One:

☒ Corporation

☐ Partnership

☐ Individual

☐ Joint Venture

☐ Other

Address: 1345 N. Jefferson Street #120, Milwaukee, Wis.

Phone: 920-217-8022

Fax: 414-409-7225

Years in business: 19 years

Years the organization has been under its present name: 19 years

Former names used by your organization: n/a

#5362 – REFERENDUM PLANNING Corporation information:

Date of incorporation: April 8, 2005

State of incorporation: Wisconsin

President's Name: Joseph F. Donovan

Vice President's Name: n/a

Secretary's Name: Joseph F. Donovan

Treasurer's Name: Joseph F. Donovan

Individuals / Partnerships:

Date of organization: April 8, 2005

Names and Addresses of all individuals and partners:

Joseph F. Donovan, 2436 North 69th Street, Wauwatosa, WI 53213

Qualified States & Business:

Is your company qualified to do business in Wisconsin? Yes

List the states in which partnership or trade name is filed: Wisconsin, New Jersey, Pennsylvania, Colorado, Florida, Indiana, Minnesota, Iowa, California, Texas, Massachusetts

Kenosha Unified School District  
Kenosha, Wisconsin

May 28, 2024

Policy 4227 - Staff-Student Relationships and Professional Boundaries

**Background**

Administration is bringing this new policy, Policy 4227 - Staff-Student Relationships and Professional Boundaries, to provide additional clarification to the directives already provided in the KUSD Employee Handbook. It is important that staff are aware of the requirement that they maintain a professional relationship with students at all times.

**Recommendation**

Administration is asking the Board to approve Policy 4227 - Staff-Student Relationships and Professional Boundaries as a first reading.

Dr. Jeffrey Weiss  
Superintendent of Schools

Kevin Neir  
Chief Human Resources Officer

**POLICY 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

District staff members have an obligation to promote the health, safety, and well-being of students by establishing and maintaining role-appropriate communicative, physical, emotional, and social boundaries in their interactions and relationships with students. Maintaining appropriate boundaries promotes (1) structure, safety, security, and predictability in an educational environment; (2) consistency in students' understanding of staff members' roles and responsibilities; and (3) appropriate objectivity in each staff member's performance of their District-authorized role(s).

The District's expectation is that a staff member's interactions with students will be grounded in the staff member's District-authorized role and remain consistent with the scope of the staff member's assigned duties and responsibilities. The District recognizes that the vast majority of staff members maintain appropriate relationships and boundaries in their own interactions with students. However, one purpose for identifying rules, guidelines, and standards in written policy is to assist such staff in identifying potentially inappropriate conduct by others that should be reported for further investigation or supervisory follow-up.

It is not practical to establish an exhaustive list of rules that expressly define appropriate and inappropriate conduct in all situations. Staff-student relationships may become inappropriate depending on, for example, the frequency, timing, or location of any meetings, activities, or communications between the staff member and a student, and/or due to the specific nature, purpose, or subject matter of any meetings, activities, communications, or other conduct. The consent or purported consent of the student and/or their parent or guardian does not alone determine whether a staff member has maintained appropriate boundaries.

If no law, rule, or directive supplies a rule of conduct in a particular situation, District staff are expected to exercise sound and context-sensitive judgment and, as needed, seek input and guidance from a supervisor. The following are examples of conduct that constitute an inappropriate staff-student relationship and/or a failure to maintain appropriate staff-student boundaries:

1. No staff member may engage in a relationship, interaction, or communication with a student that is sexual or romantic in nature. This includes, but is not limited to: dating, making sexual or romantic advances toward a student, accepting or encouraging any sexual or romantic advance initiated by a student, having sexual contact with a student, or communicating with a student using sexual innuendo or in a sexually-explicit or sexually-suggestive manner.
2. No staff member may engage in grooming behaviors with any student. In this context, grooming is defined as any conduct or communication that fosters, exploits, or is intended to gauge a student's vulnerability or willingness to engage in inappropriate behavior. Grooming may involve a course of repeated or escalating conduct that normalizes inappropriate conduct from a student's perspective or otherwise desensitizes a student to inappropriate behaviors.



**POLICY 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 2**

Grooming often involves but is not limited exclusively to sexual contexts. Examples of conduct that can constitute grooming include:

- a. Singling out a student for inordinate and inappropriate special attention, which may include exchanging special gifts, arranging to meet or communicate at inappropriate times or locations or without a sufficient school-related purpose, or making sexually-suggestive or otherwise inappropriate comments about the student's body or appearance.
  - b. Engaging in expressly or implicitly sexualized communication, including exchanging information about a student's or an adult's sexual experiences or communicating other sexual content or sexual subject matter.
  - c. Stating or agreeing that any inappropriate conduct or communications between the staff member and a student will be secrets or confidences that should not be shared or disclosed to others.
  - d. Using threats, bribery, fear, intimidation, harassment, embarrassment, or guilt to encourage secrecy in the relationship or to facilitate the start or continuation of inappropriate conduct or an inappropriate relationship.
3. No staff member may engage in any activity, conduct, or communication that constitutes, encourages, or invites either unlawful conduct or conduct that would unreasonably endanger the safety or well-being of any person.

The following expectations are necessarily context-sensitive and require staff members to reasonably exercise judgment and discretion in particular circumstances in order to maintain appropriate boundaries with students:

1. Staff shall not engage with students in inappropriately peer-like social relationships via activities or communications that reasonably may compromise the staff member's ability to perform their District role, including their ability to serve as an effective and objective adult authority figure.
2. Staff shall not foster, encourage, or maintain relationships with students in which there is an inappropriate level of communicative, interpersonal, or emotional intimacy that reasonably may compromise the staff member's ability to perform their District role, including their ability to serve as an effective and objective adult authority figure, even though there may be no sexual or romantic aspect to the relationship.

**POLICY 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 3**

3. Staff shall appropriately limit their physical contact with students. For example, staff are expected to avoid physical contact with students that, taken in context, a reasonable person

would be likely to perceive as suggestive of romantic/sexual interest or involvement, or as inappropriately familiar or intimate.

If a staff member identifies a situation that could potentially be perceived as a failure to maintain appropriate boundaries with one or more students, but believes that the activity, communication, or conduct would, in fact, be appropriate under the specific circumstances, the appropriate course of action is for the staff member to obtain advance permission from a supervising administrator and, when practical, advance parental consent.

If a District staff member is approached by a student with or otherwise learns of a possible student problem or concern that is outside of the District staff member's scope of responsibility, the staff member is expected to refer the matter to or connect the student with the appropriate District resource(s). If the staff member is uncertain which District resource(s) would be appropriate in the situation, the staff member should contact the Chief of School Leadership or Chief of Human Resources, who serve as the Title IX Coordinators for the District.

**Limitations on the Scope and Application of this Policy**

This policy and any rules or guidelines developed under this policy shall not be construed or applied in a manner that would impede a staff member's ability to:

1. Reasonably perform their District-authorized role and responsibilities, provided that their communications and conduct remain grounded in legitimate educational purposes and sound professional practice. Depending substantially on the staff member's specific District-authorized role(s), legitimate educational purposes may include matters that relate to academics, extracurricular activities, counseling, advising, health and medical matters, social services, or operational services (e.g., transportation or food service).
2. Reasonably respond to circumstances that suggest that there is an imminent threat to the health, safety, or property of any person. If a staff member relies on this exception to engage in communication or interaction with a student that may otherwise be inappropriate (e.g., due to the time, location, method, or subject matter), the staff member is expected to promptly report the relevant circumstances to their supervisor, Chief School Leadership, or Chief of Human Resources.

**POLICY 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

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**Application of this Policy to Non-District Relationships**

In establishing this policy and the expectations identified herein, the District recognizes that, in some situations, staff members will have non-District relationships with and non-District social connections to certain students such that certain activities, communications, and other conduct that may be inappropriate in the absence of such non-District relationships are, in fact, appropriate. This includes students to whom a staff member is related, as well as other situations in which the staff member has a reasonable basis for the relationship and its attendant activities, communications, and other conduct that is independent of the staff member's District role (e.g. staff member's immediate family or emergency contacts). Except as provided in the next paragraph, this policy and any rules or guidelines adopted under this policy are not intended and shall not be applied to limit or constrain conduct, activities, or communications that are based on such legitimate non-District relationships.

A District staff member who engages in activities, communications, or other conduct under the "non-District relationship" exception identified in the previous paragraph does so with the limitation that where there is a sufficient nexus between such conduct and the staff member's District role and responsibilities, the District may impose lawful consequences for and issue lawful directives relating to conduct that is inappropriate or that impairs the staff member's ability to be effective in their District role. This same limitation applies to conduct that occurs off duty or outside the scope of the staff member's District role.

**Reporting Inappropriate Conduct**

All District staff are required to promptly report any known or reasonably suspected violation of this policy to Chief of School Leadership or Chief of Human Resources. The obligation to report based on reasonable suspicion applies to incidents and circumstances that are known by the staff member and that a reasonable person in the staff member's role would identify as a probable violation of this policy. The District will not impose consequences against a staff member who reasonably and in good faith determines that a specific situation does not rise to the level of reportable conduct. Staff members are further encouraged to contact the Chief of School Leadership or Chief of Human Resources any time that they have questions or concerns about the scope and possible application of this policy or any rules or guidelines adopted under this policy.

The District encourages all other persons, including students, parents, or other community members, to also submit any reports, complaints, or concerns regarding possible violations of this policy to the Chief of Human Resources.

The District will not retaliate against or, to the extent within the District's reasonable control, tolerate any harassment or retaliation by others against a person for making a good-faith report or for cooperating in any investigation commenced under this policy.

**POLICY 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 5**

To the extent applicable to the staff member's position and to the facts of a specific situation, District staff also remain responsible for adhering to any mandatory reporting requirements established under state or federal law (e.g., reports of child abuse and neglect, threats of school violence, educator misconduct, etc.) or under District policy.

**Consequences for Policy Violations**

District staff who violate this policy or any rules or directives that the District issues in furtherance of this policy may be subject to discipline or other consequences, up to and including termination of their District role(s) (e.g., employee, volunteer, etc.). The District may also report the circumstances relating to certain policy violations to law enforcement and other applicable authorities.

**Definitions**

1. As used in this policy, "District staff" (or "staff" or "staff member") includes all full-time, part-time, and substitute District employees, including as examples teachers, pupil services staff, student health/medical staff, administrators, supervisors, support staff, activity directors, coaches, and athletic trainers. For purposes of this policy, "District staff" also includes District-authorized student teachers; District-authorized interns and practicum or fieldwork students; and District-authorized adult volunteers who are serving in a role that would otherwise be filled by a District employee (e.g., a volunteer coach) or that involves significant responsibility for the independent supervision of one or more students. "District staff" under this policy also includes independent contractors and employees of contracted service providers.
2. As used in this policy, the term "District students" (or "student" or "students") includes all pupils currently enrolled in any District school, including part-time students and students who are age 18 or older, and also includes any individual of school-age who is participating in any District-sponsored class, program, or activity that is offered for children and other school-age youth.

**Dissemination of Policy Information**

The District will provide information about this policy to District staff via the District's Employee Handbook and to staff, students and parents/guardians by posting of the policy on the District's website.

**POLICY 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 6**

**LEGAL REF:** Wisconsin Statutes

Section 118.22 Non-renewal of teacher contract

Section 115.31 Staff misconduct reporting requirement

Section 48.981(2) Abused or Neglected Children - Persons Required to Report  
2023 Wisconsin Act 200

**CROSS REF:** Policy 1720 Complaints about School Personnel

Policy 4110 Equal Employment Opportunity and Affirmative Action

Policy 4200 General Personnel Policies

Policy 4223 Staff Misconduct Reporting

Policy 4224 Employee Code of Conduct

Policy 4226 Staff Technology Acceptable Use of Technology

Policy 4270 General Employee Complaint Procedure

Policy 4362 Employee Discipline

Policy 6470 Student Records

Policy 5110.1 Student Equal Opportunity, Non-Discrimination and  
Anti-Harassment in Education

Policy 5111 Bullying

Employee Handbook

**AFFIRMED:** June 25, 2024

**REVISED:**

**RULE 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**Electronic Communications Between Staff and Students**

**General Standards and Purpose**

As set forth in School Board Policy 4227, the District expects each staff member to conduct themselves in a manner that promotes the health, safety, and wellbeing of students and to establish and maintain role-appropriate boundaries with students. These general obligations should inform the staff member's choices and actions in communicating with students. The District expects staff to communicate with students at appropriate times, using appropriate means of communication, and in an appropriate manner that gives due consideration to the staff member's District role and responsibilities. Staff communications with students, or about students, should be respectful and should not undermine the staff member's ability to be effective in their role(s).

In furtherance of School Board Policy 4227 and its guidelines and standards, the District has established this Administrative Rule to provide further guidelines regarding the expectation that District staff will maintain appropriate boundaries of time, place, method, content, and role when using electronic communications.

As used in this Administrative Rule, "electronic communication" means a communication transmitted by means of any electronic or digital device or media, including as examples text messaging, instant messaging, email, blogs, chat rooms, group messaging applications, video sharing, social media networks and applications, voice calls, and communications transmitted via the Internet or via an electronic, cellular, or computer network.

**Appropriate Means of Communication**

Unless otherwise expressly permitted by Board Policy or this Rule, District staff may only engage in electronic communication with students using a District-provided or otherwise District-approved means of electronic communication (e.g., a District-approved social media account, a District-provided online learning platform, or a District-provided email account). The District will establish and maintain a list of District-approved means of electronic communications. The expectation that staff members will use a District-approved means of electronic communication shall not be interpreted or applied in a manner that would restrict common and practical activities in school-related settings that, by their nature, already have a high degree of accessibility/visibility, such as using a microphone or sound system to communicate to a group.

Upon request, the Chief Information Officer may approve communication that is not District-provided or otherwise on the District-approved list. Such approval may be limited to a specific or temporary purpose or time period.

District staff are prohibited from communicating electronically with students using a personal (i.e., non-District) email, text messaging, or social media account unless (1) circumstances are present

**RULE 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 2**

that suggest that there is an imminent threat to the health, safety, or property of any person and the staff member promptly communicates their reliance on this exception to the school principal or to another appropriate administrator; or (2) the Chief Information Officer has granted written approval for such communication for a limited purpose. For purposes of this paragraph, prohibited communication includes using a staff member's personal account to "friend" or "follow" a student's social media account(s) or to accept a similar request from a student.

If a District staff member receives an unsolicited electronic communication from a student that was sent to a personal account, the staff member should not reply to the student using the personal account unless authorized to do so by an appropriate administrator or supervisor or unless exigent circumstances are present that suggest that there is an imminent threat to the health, safety, or property of any person.

If a District staff member receives any electronic communication from a student that a reasonable person would perceive as crossing appropriate staff-student boundaries or as being otherwise inappropriate, or if the staff member has relied on the exception for exigent circumstances to communicate with a student using a personal account, the staff member shall report the contact to the school principal or to another appropriate administrator as soon as possible. If necessary, an administrator will advise the staff member on the means and content of an appropriate response or follow-up, which may include:

1. A parent contact;
2. A statement that the student's communication to the staff member was inappropriate or addressed matters that are outside the boundaries of the staff member's responsibilities;
3. A statement that the student is expected to refrain from initiating similar communications in the future;
4. Identification of appropriate means and content of communication that the student should use to contact the staff member moving forward.

District staff may not initiate a communication with any student using a form of electronic communication that does not enable the staff member to retain a record of the communication (e.g., Snapchat) unless: (1) the particular form or means of electronic communication has been provided or approved by the District (e.g., certain online learning platforms); (2) the staff member is communicating with a student via voice call at an appropriate time and when doing so is reasonably expected or necessary in the normal course of the performance of the staff member's District role and responsibilities; or (3) exigent circumstances are present that suggest that there is an imminent threat to the health, safety, or property of any person and the staff



**RULE 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 3**

member promptly communicates their reliance on this exception to the school principal or to another appropriate administrator.

To the extent permitted by law, the District may ask or direct a staff member to provide the District with records of electronic communications with students that have a reasonable nexus to the staff member's District role and to the District's legitimate interests in student health and safety and/or in enforcing policies, rules, and expectations. A refusal to reasonably comply with such a directive may, in appropriate circumstances, constitute a basis for adverse consequences.

Except as authorized by the District, District staff may not delete or destroy any record of an electronic communication with a student that was sent or received in connection with the staff member's District-authorized role. If any such electronic communication with a student occurs outside of a District-provided system, application, or account, the staff member should, to the extent feasible and consistent with student record confidentiality, forward a complete electronic copy of the relevant record to a District-controlled system, application, or account. If forwarding a copy of any such record is not feasible, then, prior to deleting any such record, the staff member is expected to seek additional direction from the Chief Information Officer appropriate retention of the record.

**Appropriate Content of Communications**

District staff are expected to limit the content of their electronic communications with students to matters that maintain role-appropriate boundaries and role-appropriate relationships. Examples of communicative content and conduct that constitute a failure to maintain appropriate staff-student relationships and appropriate staff-student boundaries include the following:

1. Violations of the guidelines, rules, and directives established in School Board Policy 4227. Among other prohibited conduct, the policy prohibits staff-student communications that are sexual or romantic in nature; that groom a student to explore or engage in inappropriate behavior; or that constitute, encourage, or invite any unlawful conduct or any conduct that would unreasonably endanger the safety or well-being of any person. The policy further prohibits staff members from communicating with students in a manner that, taken in context, engages students in an inappropriately peer-like social relationship or at an inappropriate level of interpersonal or emotional intimacy.
2. Communication that reasonably causes a student to feel terrorized, threatened, frightened, or harassed;
3. Communication that encourages or invites a staff-student interaction at an inappropriate time or in an inappropriate setting.



**RULE 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 4**

4. Communication with a student that the staff member seeks to treat as inappropriately secretive and not to be disclosed to third parties who would have a legitimate interest in the communication (e.g., supervisory District personnel, parents, etc.).

A staff member's electronic communications with District students should arise from legitimate educational purposes that reasonably relate to the staff member's District-assigned role(s) and responsibilities. Such communications shall not violate any School Board policies.

The following restrictions apply to a staff member's communication of information that is personally-identifiable to any student, whether or not the student's name is used:

1. District Staff are required to avoid violating student record confidentiality laws and the District's student records policies in the content of their communications.
2. In any manner arising from or related to their District-authorized role(s), District staff shall not post, send, or share student photos or any personally-identifiable student record information using a personal social media account, a personal text messaging application, or a personal email account, unless (i.) authorized by a supervising administrator; or (ii.) necessitated by an emergency situation that is promptly reported to the school principal or to another appropriate administrator.

**Application of this Administrative Rule to Non-District Relationships**

Except as provided in the next paragraph, this Administrative Rule—including the stated restrictions on the appropriate means and content of electronic communications with students—is not intended, and shall not be applied, to limit or constrain communications that are based on legitimate non-District relationships where the staff member has a reasonable basis for the communication that is independent of the staff member's District role.

A District staff member who communicates with or about a District student under the "non-District relationship" exception identified in the previous paragraph does so with the limitation that where there is a sufficient nexus between such conduct and the staff member's District role and responsibilities, the District may impose lawful consequences for and issue lawful directives relating to conduct that is inappropriate or that impairs the staff member's ability to be effective in their District role.

**Reports, Complaints, and Concerns**

All District staff are required to promptly report any known or reasonably suspected violations of this Administrative Rule to the Chief of School Leadership or Chief of Human Resources whenever the conduct in question involves potentially unlawful conduct; a potential violation of

**RULE 4227**

**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**

**PAGE 5**

School Board policy; a plausible danger to the health, safety, or well-being of any person, or a plausible failure by a staff member to maintain role-appropriate boundaries with a student.

To the extent applicable to the staff member's position and to the facts of a specific situation, District staff also remain responsible for adhering to any mandatory reporting requirements established under state or federal law (e.g. reports of child abuse and neglect, threats of school violence, educator misconduct, etc.) or under District policy.

Any person may submit a report, complaint, or concern relating to a staff member's communications with or about a student to the Chief of School Leadership or the Chief of Human Resources.

If a student or any minor student's parent or guardian submits a request to modify or limit future electronic communications between District staff and the student, the District will evaluate the request, investigate the matter as needed, and formulate a response. The District's response may include directives that limit prospective electronic communications between the student and one or more staff members.

**Additional Guidelines and Considerations for Staff Relating to Electronic Communications**

1. District staff are expected to be reasonably aware of the privacy settings and privacy policies that apply to their personal accounts. Although not required to do so, District staff are encouraged to consider limiting or blocking public access to their personal social media accounts so that students do not have direct access to the staff member's personal content.
2. District staff are expected to keep in mind at all times that, despite any privacy settings or similar protections, information that is communicated electronically can still unexpectedly be accessed by or otherwise made available to District students and/or reported to District officials.
3. Before staff members post information within a social media application or send any other electronic communication, they are encouraged to ask themselves whether they would be comfortable if someone else decided to publicize or send the information to a student, parent, District official, or member of the news media. Staff are ultimately responsible and accountable for their own communications.
4. If a staff member determines that he/she has a need to contact or communicate with a District student for a District-related purpose at an unusual time (e.g., during off-duty hours), the staff member should consider whether it may be beneficial to use an approach that mitigates any appearance of impropriety, such as initiating the contact through the student's parent or guardian, copying a parent or guardian on the communication, copying a District

**RULE 4227**  
**STAFF-STUDENT RELATIONSHIPS AND PROFESSIONAL BOUNDARIES**  
**PAGE 6**

supervisor on the communication, or using settings such as a delayed sending. Choosing an appropriate means for any such communication is another relevant consideration.

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KENOSHA UNIFIED SCHOOL DISTRICT  
Kenosha, Wisconsin

May 28, 2024

**POLICY 8712 - AGENDA PREPARATION AND DISSEMINATION**

**Background**

School Board Policy and Rule 8712 - School Board Meeting Agenda Preparation and Dissemination was last reviewed in January 2023. The revision suggested this evening is a minor change in the order of business at regular board meetings. Administration is recommending the placement of the Introduction, Welcome, and Comments by the Student Ambassador agenda item earlier in the order of business. No items have been removed or added to the order of business, just a minor reorganization of an agenda item.

Student ambassadors serve as a way for the student voice to be heard at regular school board meetings. Moving the introduction of the student ambassador as early as practicable on the agenda, allows the family and friends of the student ambassador to hear the student introduced prior to public comments. Since public comments can last close to an hour, if not longer, this allows the family to hear their student's introduction.

**Administration Recommendation:**

It is recommended that the board approve the suggested revisions to Policy/Rule 8712 – Agenda Preparation and Dissemination as a first reading on May 28, 2024.

Dr. Jeffrey Weiss  
Superintendent of Schools

POLICY 8712

SCHOOL BOARD MEETING AGENDA PREPARATION AND DISSEMINATION

The agenda shall be prepared by the Superintendent of Schools under the direction of the Board President. Except as otherwise specifically provided by Board policy or rule, the Board President may require a majority written request or vote of the Board prior to granting agenda requests by individual Board members.

Insofar as possible, advance information and recommendations on matters requiring action shall be supplied to all Board members for study 48 hours before the meeting.

Complete agenda packets for regular Board meetings shall be distributed to each Board member, emailed to local media contacts, and posted on the District's website. A copy of the complete meeting agenda shall be available for public inspection prior to the meeting in the Superintendent of School's office at the Educational Support Center (ESC) and each school's main office.. Individuals may request a copy of the full agenda packet from the Superintendent's Office up to 48 hours prior to the meeting to be picked up from the Board Secretary at the ESC.

LEGAL REF.: Wisconsin Statutes

Section 19.83 [Meetings of governmental bodies]

Section 19.84 [Public notice of subject matter of board meeting]

CROSS REF.: 8710, Regular School Board Meetings

8720, Special School Board Meetings

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: May 25, 1993 and June 8, 1993

REVISED: November 11, 1999

March 28, 2000

July 10, 2001

November 13, 2001

June 25, 2002

June 24, 2003

December 14, 2010

February 24, 2014

February 24, 2015

August 27, 2019

January 26, 2021

October 26, 2021

January 24, 2023

**June 25, 2024**

RULE 8712

SCHOOL BOARD MEETING AGENDA PREPARATION AND DISSEMINATION

The regular School Board meeting agenda shall normally provide for the following order of business:

- Pledge of Allegiance
- Roll Call of Members
- Awards
- **Introduction, Welcome, and Comments by Student Ambassador**
- Superintendent's Report
- Legislative Report
- Views and Comments by the Public
- ~~Introduction, Welcome, and Comments by Student Ambassador~~
- Remarks by the President
- Administrative and Supervisory Appointments
- Consent Agenda
- Approval of Minutes of Previous Meeting(s)
- Approval of Lists of Bills
- Old Business
- New Business
- 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.
- Other Business as Permitted by Law
- Tentative Schedule of Reports and Legal Deadlines for Board
- Predetermined Time and Date of Adjourned Meeting, If Necessary
- Adjournment

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## KENOSHA UNIFIED SCHOOL DISTRICT

May 28, 2024

### **2024 KUSD Parent/Guardian Survey**

School Board Policy 1110 Parent/Guardian/Caregiver Survey stipulates that KUSD implement a parent/guardian survey at least every two years, though more often over the past decade this has been an annual survey with modified variations.

#### **Survey Content**

To align with the current school improvement process and data gathering, the 2024 Parent/Guardian Survey contained questions or statements in the following areas:

- Inclusive Community
- School-Wide Communication
- Staff Caring
- Learning Environment

#### **Responses**

Responses for each item were presented using a 5-point Likert-type scale where respondents were asked to rate their agreement using response categories that ranged from Strongly Agree to Strongly Disagree. A Neutral category was also available.

#### **Survey Administration**

The 2024 Parent/Guardian Survey was administered in the spring of 2024. Parents were provided with a specific link to the anonymous survey and announced through various media notifications, from both the central office and the local school building.

#### **Survey Results**

KUSD Parents and Guardians provided 2,750 responses, which is 47% less than the responses from the 2022 survey (5,189). Parents had the ability to complete multiple submissions so they could reference different schools if they had multiple children enrolled. Because of the small number of responses for several buildings, the quantitative analysis was completed for KUSD as a whole (Appendix A). Five (5) locations/programs had less than twelve (12) parent responses. On the KUSD report, 20 out of 23 benchmark items indicated 75% or higher in the agreeable range, marking either somewhat agree or strongly agree.

It is evident that parents feel positive about their experience in their child's school with top items including "I feel welcomed at my child's school" (87.7%), "I believe my child feels safe at school" (86.4%), and "I receive regular communications from my school in a language I can understand" (91.4%). Other top items included "The staff at my child's school handle situations in a respectful manner" (83.8%), "The work at my child's school builds skills necessary for learning at the next level" (83.6%), and "I feel comfortable sharing my input with at least one staff member at my child's school," (83.9%).

### **Summary Points for the Quantitative/Qualitative Analysis**

**Inclusive Community:** Inclusive community measures how welcoming, safe, and included families feel at their child's school.

- Results indicate that families feel positive about how welcoming (87.7%) and safe (86.4%) their child's school feels.
- 74.5% agree that their child's school ensures that different backgrounds are heard.
- While 81.2% of families are agreeable to their child's school engaging them as partner's in their child's learning, 10.5% were disagreeable.

**Staff Caring:** Staff caring measures trusting and caring relationships between staff and parents.

- All responses indicated that 80% or more families were agreeable when asked if staff handle situations with empathy and respect and have their child's best interest in mind.

**Learning Environment:** Learning environment measures families' attitudes towards preparedness and the meaningfulness of work that their children engage in and how they are engaged as partners.

- Results indicate that families believe that the work at their child's school builds skills for learning at the next level (83.6%).
- While 79% of families agree that there are high academic expectations and student interest, 10% disagree that the academic expectations are high and 12.3% disagree that their students are interested in the work they do at school.
- 77.1% of families agree that their child's school regularly provides feedback on their child's progress, while 14.5% disagree.
- Regular feedback on how families can help their child's learning at home is an area of improvement, with 20.7% disagreeable that there is regular feedback and 65.2% agreeable.

**School-Wide Communication:** School-wide communication measures the level of family engagement in school and district activities and the level of two-way communication between schools and families.

- Families feel positive about the amount of communication that they receive from their child’s school in a language they can understand (91.4%).
- 81.4% of families believe that they are notified about activities they can be involved in in their child’s school, while 10.4% of families disagree.
- 71% of families agree that they have opportunities to participate in district-wide programs.

### **Informational Item Only**

The 2024 Parent/Guardian survey summary is provided as an informational item only, as mandated by School Board Policy 1110. The survey results for each building have already been shared and presented to district and school staff, and some of the school results will be incorporated into the new school achievement plan process. The overall district select response graphical report can be found at the following link: <https://www.kusd.edu/wp-content/uploads/2024/04/KUSD-Parent-Guardian-Survey-Results-2024.pdf>.

Dr. Jeffery Weiss  
Superintendent of Schools

Kristopher Keckler  
Chief Information Officer

Laura Stone  
Coordinator of School Culture and Safety

Yolanda Jackson-Lewis  
Coordinator of Diversity Student & Family  
Engagement

**Appendix A**  
**2024 KUSD Parent/Guardian Survey Data Tables**

Q1. Which statement best describes you?		
I currently have a student(s) enrolled in KUSD.	99.20%	2712
I previously have had student(s) enrolled in KUSD.	0.62%	17
I do not personally have student(s) that attended KUSD.	0.18%	5
Q2. What school does your child currently attend?		
Bose	0.99%	27
Brass	0.44%	12
Brompton	2.86%	78
Chavez	0.22%	6
Dimensions of Learning	2.46%	67
EBSOLA Creative Arts	0.70%	19
EBSOLA Dual Language	1.54%	42
Forest Park	1.76%	48
Frank	1.58%	43
Grant	0.73%	20
Grewenow	1.06%	29
Harvey	3.92%	107
Jefferson	0.51%	14
Jeffery	2.57%	70
KTEC	7.40%	202
McKinley	0.92%	25
Nash	5.86%	160
Pleasant Prairie	4.62%	126

Prairie Lane	3.04%	83
Roosevelt	4.84%	132
Somers	2.49%	68
Southport	0.77%	21
Stocker	1.94%	53
Strange	2.13%	58
Vernon	1.17%	32
Whittier	2.97%	81
Bullen	2.46%	67
Lance	4.87%	133
Lincoln	0.99%	27
Mahone	5.42%	148
Washington	0.55%	15
Bradford	3.15%	86
eSchool Program	0.44%	12
Harborside	2.89%	79
Hillcrest	0.11%	3
Indian Trail	9.64%	263
Lakeview	2.05%	56
Phoenix Project	0.00%	0
Reuther	1.50%	41
STEP Program at Boys & Girls Club	0.04%	1
STEP Program at ITHSA	0.04%	1
Tremper	6.38%	174

Q3. Please select your child's grade level.		
Early Learners/3K	0.40%	11
Headstart	0.15%	4
4K	3.89%	106
K	7.19%	196
1	8.29%	226
2	8.47%	231
3	8.95%	244
4	9.39%	256
5	8.95%	244
6	7.55%	206
7	6.60%	180
8	5.61%	153
9	6.75%	184
10	6.64%	181
11	6.09%	166
12	4.58%	125
12+	0.51%	14
Q4. Which race/ethnicity best describes you?		
American Indian or Alaskan Native	0.63%	17
Asian / Pacific Islander	2.14%	58
Black or African American	5.43%	147
Hispanic	12.78%	346
White / Caucasian	68.78%	1862
Two or more...	10.23%	277

Q5. I feel welcome at my child's school.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
69.9%	17.6%	7.9%	3.2%	1.4%
1804	455	204	82	35

Q6. My child's school ensures that different backgrounds are heard.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
53.8%	20.7%	20.2%	4.0%	1.4%
1381	531	519	102	35

Q7. My child's school engages me as a partner in my child's learning.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
55.6%	25.4%	8.4%	6.8%	3.9%
1430	653	215	176	100

Q8. I believe my child feels safe at this school.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
61.1%	25.1%	5.6%	5.8%	2.4%
1574	647	145	149	62

Q9. The staff at my child's school takes my feedback seriously.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
53.3%	23.7%	13.4%	5.3%	4.3%
1369	609	345	135	111

Q10. The staff at my child's school handle situations with empathy.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
56.1%	24.7%	10.4%	5.6%	3.2%
1405	620	261	140	80

Q11. The staff at my child's school handle situations in a respectful manner.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
61.7%	22.1%	9.4%	4.4%	2.6%
1547	552	235	109	65

Q12. The staff at my child's school cares about my child's life outside of school.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
46.9%	24.1%	19.2%	5.7%	4.1%
1173	603	481	142	103

Q13. The staff at my child's school has my child's best interest in mind.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
57.6%	24.8%	9.5%	4.8%	3.2%
1445	622	238	121	81

Q14. The work in my child's school builds skills necessary for learning at the next level.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
56.8%	26.8%	7.4%	5.8%	3.3%
1383	652	179	141	80



Q15. My child's school sets high expectations for academics.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
52.0%	27.6%	10.4%	6.5%	3.5%
1265	670	253	158	85

Q16. My child is interested in the work that they do at school.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
45.9%	33.3%	8.6%	8.2%	4.1%
1116	809	208	200	100

Q17. My child's school regularly provides feedback on my child's progress.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
51.5%	25.7%	8.4%	8.9%	5.6%
1254	625	205	216	137

Q18. My child's school regularly provides feedback on how I can help my child's learning at home.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
42.5%	22.7%	14.12%	11.6%	9.1%
1035	553	344	283	222

Q19. I feel comfortable sharing my input with at least one staff member at my child's school.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
66.1%	17.8%	9.1%	4.1%	3.1%
1583	426	218	96	73

Q20. I receive regular communications from my child's school in a language I can understand.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
79.0%	12.3%	4.2%	2.1%	2.5%
1889	294	100	49	60

Q21. I have opportunities to participate in school activities.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
62.7%	18.7%	10.8%	4.8%	3.1%
1498	447	258	115	72

Q22. I have opportunities to participate in district-wide programs.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
47.6%	24.0%	21.7%	4.1%	2.8%
1137	571	519	96	66

Q23. I am notified about activities my child can be involved in at school on a regular basis.

Strongly agree	Somewhat agree	Neither Agree or Disagree	Somewhat disagree	Strongly disagree
59.6%	21.7%	8.2%	6.7%	3.8%
1426	519	197	160	90



## Juneteenth Independence Day 2024

**WHEREAS**, President Abraham Lincoln issued the Emancipation Proclamation on January 1, 1863, proclaiming all individuals enslaved in Confederate territory to be forever free, and ordered the Army and all parts of the executive branch to treat as free all those enslaved; and

**WHEREAS**, news of the end of slavery did not reach the State of Texas and other Southwestern states until months after the conclusion of the Civil War; and

**WHEREAS**, on June 19, 1865, Union soldiers, led by Major General Gordon Granger, arrived in Galveston, Texas, and enforced President Lincoln's order, freeing slaves two and a half years after it was first decreed; and

**WHEREAS**, enslaved African Americans celebrated their freedom and June 19 became known as Juneteenth Independence Day and has served as inspiration and encouragement to future generations – the oldest commemoration of the abolition of history throughout the nation; and

**WHEREAS**, 46 states, the District of Columbia and countries throughout the world have designated Juneteenth Independence Day as a special day remembrance, reflection, and celebration across the state and the nation, a day to honor the elimination of slavery and to celebrate the proclamation of freedom; and

**WHEREAS**, President Joe Biden signed legislation into law making Juneteenth, or June 19, the 12<sup>th</sup> federal holiday, the latest holiday created since Martin Luther King Jr. Day was created in 1983; and

**WHEREAS**, the day honors the sacrifices made to realize freedom and educates others about the roles that African Americans have played in history and the ongoing fight for equality; and

**NOW, THEREFORE, BE IT RESOLVED** that the Kenosha Unified School Board recognizes the importance of Juneteenth Independence Day and supports the annual celebrations and the lessons they teach regarding the significant role African Americans have played in the history of the United States.

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*President, Board of Education*

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*Superintendent of Schools*

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*Secretary, Board of Education*

*Members of the Board:*

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*Resolution 424  
May 28, 2024*

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## RESOLUTION OF APPRECIATION TO TODD BATTLE

*WHEREAS*, Todd Battle was elected to the Board of Education of the Kenosha Unified School District in April 2018, and served faithfully and with honor for six years; and

*WHEREAS*, he held the positions of clerk, vice president, and member during his tenure on the Board; and

*WHEREAS*, during his terms on the Board he chaired the Audit/Budget/Finance committee and served on the Planning/Facilities and Personnel committees, as well as the Diversity Recruitment Committee; and

*WHEREAS*, during his terms the Board approved the submission of a \$900,000 school safety initiative grant that was awarded in 2018; approved the renovation of the Bradford planetarium in 2018; approved new salary structures for all hourly employees in 2019; established Board Smart Goals in 2020; supported the KUSD Commitment to Equity in 2020; worked on and approved over the course of a one-and-a-half year process Policies: 4111 – Employee Anti-Harassment, 5110.1 – Student Equal Opportunity and Nondiscrimination in Education, 5110.2 – Nondiscrimination Guidelines Related to Students Who Are Transgender and Students Nonconforming to Gender Stereotypes, and 5111 – Bullying; approved a Commitment to Equity in 2020; navigated a global pandemic through the approval and regular review of the Return 2020 and Better Together plan; approved the hiring of a new superintendent in 2022; approved spending plans of ESSER I, II and III federal stimulus dollars 2022; approved the relocation of LakeView Technology Academy to the Kenosha Innovation Neighborhood (KIN) at the former Chrysler site in 2022; approved the district’s Growth of a Graduate in 2023; approved the Rightsizing recommendations in 2023; and

*WHEREAS*, he has been an advocate for the staff, students, families and taxpayers of the Kenosha community as he worked to ensure 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.

*NOW, THEREFORE, BE IT RESOLVED*, that the Kenosha Unified School District formally acknowledges and extends profound appreciation to Todd Battle for his years of service and continued support of educating the children of our community.

\_\_\_\_\_  
*President, Board of Education*

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*Superintendent of Schools*

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*Secretary, Board of Education*

*Members of the Board:*

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*Resolution 425  
May 28, 2024*

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## RESOLUTION OF APPRECIATION TO ERIC MEADOWS

*WHEREAS*, Eric Meadows was elected to the Board of Education of the Kenosha Unified School District in April 2022, and served faithfully and with honor for two years; and

*WHEREAS*, during his term on the Board he served on the Audit/Budget/Finance, Curriculum/Program and Personnel committees, as well as the Rightsizing Ad Hoc Committee; and

*WHEREAS*, during his term the Board approved the hiring of a new superintendent in 2022; approved spending plans of ESSER I, II and III federal stimulus dollars 2022; approved the relocation of LakeView Technology Academy to the Kenosha Innovation Neighborhood (KIN) at the former Chrysler site in 2022; approved the district's Growth of a Graduate in 2023; approved the Rightsizing recommendations in 2023; and

*WHEREAS*, he has been an advocate for the staff, students, families and taxpayers of the Kenosha community as he worked to ensure 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.

*NOW, THEREFORE, BE IT RESOLVED*, that the Kenosha Unified School District formally acknowledges and extends profound appreciation to Eric Meadows for his years of service and continued support of educating the children of our community.

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*President, Board of Education*

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*Superintendent of Schools*

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*Secretary, Board of Education*

*Members of the Board:*

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*Resolution 426  
May 28, 2024*

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May 28, 2024

## DONATION TO THE DISTRICT

The district has received the following donation:

1. Chester and Judith Pulaski donated \$30,000 to Tremper High School for the Pulaski Family Scholarship.

### 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

May 28, 2024

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

(June-July)

**June**

- 6/10-6/12 - High school final exams, early release
- 6/11 – Standing committee meeting(s)
- 6/12 - Last day of school, *early release for students*
- 6/25 – Regular school board meeting

**July**

- 7/4 – 4<sup>th</sup> of July – KUSD closed
- 7/23 – Regular school board meeting

