

REGULAR MEETING OF  
THE KENOSHA UNIFIED SCHOOL BOARD  
HELD AUGUST 25, 2015

A regular meeting of the Kenosha Unified School Board was held on Tuesday, August 25, 2015, at 7:00 P.M. in the Board Room of the Educational Support Center.

Consent-Approve item XI-C – Summary of Receipts, Wire Transfers, and Check Registers submitted by Mrs. Lisa Salo, Accounting Manager; Mr. Tarik Hamdan, Chief Financial Officer; and Dr. Sue Savaglio-Jarvis, excerpts follow:

“It is recommended that the July 2015 cash receipt deposits totaling \$509,272.59, and cash receipt wire transfers-in totaling \$4,028,354.09, be approved.

Check numbers 525069 through 526113 totaling \$15,451,641.50, and general operating wire transfers-out totaling \$297,957.00, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the July 2015 net payroll and benefit EFT batches totaling \$17,471,643.24, and net payroll check batches totaling \$7,844.98, be approved.”

Consent-Approve item XI-D – Policy 4333 - Chaperone Requirements and Expectations submitted by Mrs. Annie Petering, Chief Human Resources Officer, and Dr. Savaglio-Jarvis, excerpts follow:

“Currently, the District does not have a chaperone policy. There is need for the school board to approve a chaperone policy in order to provide a safe environment for any off campus activity.

Chaperones must be responsible for keeping order and are responsible for the safety, welfare and conduct of students at all times. This chaperone policy will hold individuals, who take on the responsibility to chaperone students, accountable for their actions during the supervised activity.

After a thorough investigation, district employees serving as chaperones may be subject to disciplinary actions, up to and including termination for failing to meet the expected behaviors.

All other volunteer chaperones, after a thorough investigation, will have their services related to the trip or future chaperone activities terminated immediately for failing to meet the expected behaviors.

Any individual or other types of volunteers are responsible for the safety of the students in their charge for the entire time.

Forms have been developed to ensure that each chaperone is aware of his/her duties and responsibilities. Attachment B is the KUSD Employee Chaperone Policy Acknowledgement. Attachment C is the KUSD Volunteer Chaperone Policy Acknowledgement.

The school board approved Policy and Rule 4333 as a first reading at the July 28, 2015, regular meeting with the change of “volunteer” to “chaperone” in the non-employee chaperone policy acknowledgement. Administration recommends that the

school board approve proposed Policy and Rule 4333 – Chaperone Requirements and Expectations as a second reading at the August 25, 2015, regular meeting.”

Mrs. Snyder moved to approve the Consent Agenda with the revised Recommendations Concerning Appointments, Leaves of Absence, Retirements, and Resignations. Mr. Flood seconded the motion. Unanimously approved.

Dr. Sue Savaglio-Jarvis introduced the EBSOLA Adjacent Vacant Parcel submitted by Mr. Patrick Finnemore, Director of Facilities, and Dr. Savaglio-Jarvis, excerpts follow:

“The procurement of the 12-acre site that the Edward Bain School of Language and Art (EBSOLA) was constructed on was a long and difficult process. The site had known soil and groundwater contamination as determined by extensive testing performed by KUSD as part of our due diligence process related to the property acquisition. Most of the environmental contamination issues were soil related, and were issues that all of the experts we employed or consulted with felt could be effectively remediated and/or addressed to allow a school to be constructed on the site. There was one glaring exception and that was a localized area of groundwater contamination on the SE corner of the 16-acre property owned by the Mann Engineering, Ltd., Employee Pension Fund. In order to negotiate a deal to purchase property and construct a school, we had to work with the property owner, the late Mr. Earnest Mankowski; the previous owner of the property, Daimler Chrysler Corporation; the City of Kenosha; the Wisconsin Department of Natural Resources; the State of Wisconsin Dept. of Health; and insurance companies and their representatives.

The end result was an agreement to split the 16-acre property into 2 parcels, one being the 12-acre parcel that we purchased and constructed EBSOLA on, and the negoti.3(on.

The City, County and KUSD were all interested in the property being environmental remediated provided outside funding for the remediation could be obtained. It was agreed that if outside funding was obtained the County would take ownership of the property and then transfer that ownership to the City at no cost. The City would then oversee the clean-up of the property with the DNR through final closure of the remediation by the DNR. The City would then transfer ownership of the property to KUSD at no cost. KUSD, in turn, would be responsible for costs associated with the improvements to the property, i.e. parking lots and/or green space.

KUSD was notified in March of this year that the DNR had identified funding sources for the clean-up and was in a position to move forward, but required written assurance from the County, City and KUSD that if the clean-up occurs KUSD will move forward with the property ownership transfers and that KUSD will make the final site improvements. A draft of this agreement was developed by the DNR and modified by

report. A determination on how the property is redeveloped will occur at a later date after remediation has been completed and final closure has been obtained from the DNR.”

Mr. Finnemore was present but there were no questions from Board members.

Mr. Wade moved to approve the agreement between the City of Kenosha, Kenosha County, and the Wisconsin DNR as described in this report with a determination on how the property is redeveloped occurring at a later date after remediation has been completed and final closure has been obtained from the

In an effort to prevent this from happening in the future, the policy has been edited to provide a more definitive guideline of what may and may not be sent home with students of Kenosha Unified. In addition, the language has been simplified for outside organizations seeking to distribute materials to students.

At its August 11, 2015, meeting, the Personnel/Policy Committee voted to forward revised Policy and Rule 1520 to the school board for consideration. Administration recommends that the school board approve revised Policy and Rule 1520 as a first reading on August 25, 2015, and a second reading on September 22, 2015.”

Mrs. Ruder was present and answered questions from Board members.

Mr. Wade moved to approve revised Policy and Rule 1520 – Notification of Materials and Literature to Students as a first reading. Mr. Kunich seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced Policy and Rule 3643 – Emergency School Closing (Inclement Weather) submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 3643 was developed to give the superintendent or his/her designee guidance when determining whether or not to close schools. The rule outlines the operations of the district if and when school is closed due to inclement weather. The rule is also used to create an annual flier that is shared out with parents/guardians in the fall to remind them of how the decision to close is made and where they can learn of this decision.

The policy has been reviewed and updated to reflect current staff requirements regarding who reports to work, as well as what items are taken into consideration when deciding to close due to inclement weather. In addition, the notification time was changed to 5:30 a.m. in an effort to better meet parental needs when scheduling childcare, etc. when the district closes.

There was not a quorum present at the August 11, 2015, Personnel/Policy committee meeting. Administration recommends that the school board approve revised Policy and Rule 3643 as a first reading on August 25, 2015, and a second reading on September 22, 2015.”

Mr. Kunich moved to approve revised Policy and Rule 3643 Emergency School Closing (Inclement Weather) as a first reading. Mr. Falkofske seconded the motion.

Mr. Flood moved to approve revised Policy and Rule 3643 Emergency School Closing (Inclement Weather) as a first reading with the change of three inclement weather days to four inclement days. Mr. Falkofske seconded the motion. Motion failed. Mr. Kunich, Mr. Wade, Mrs. Snyder, Mr. Falkofske, and Mrs. Coleman dissenting.

Mrs. Coleman requested that information on how many inclement weather days the other larger school districts are figuring in to their school year calendar be provided to the Board before next month's meeting.

Mr. Kunich's original motion to approve revised Policy and Rule 3643 Emergency School Closing (Inclement Weather) as a first reading was voted on and passed unanimously.

Dr. Savaglio-Jarvis introduced Policy 5471 – Corporal Punishment/Use of Physical Force and Resolution for Off-Duty Law Enforcement Officers Who Serve as Security Officers in Schools submitted by Ms. Susan Valeri, Director of Special Education and Student Support, and Dr. Savaglio-Jarvis, excerpts follow:

“Policy 5471 was last updated in 2007. Since the revision of this policy in 2007, the State of Wisconsin created Statute §118.305, Seclusion and Restraint law, for all school districts to follow. This law generally provides that students, both special education and regular education, may only be secluded or restrained in very specific and limited circumstances and only when specific procedures and c

further recommended that the resolution clarifying the use of off-duty police officers in our schools be approval.”

Ms. Valeri presented Resolution 317 – Resolution for Off-Duty Law Enforcement Officers Who Serve as Security Officers in Schools, which read as follows:

“WHEREAS, all off-duty law enforcement officers hired into school security guard positions are being hired, authorized and designated to enforce any law or ordinance, or refer to the appropriate authorities a matter for enforcement of any law or ordinance, against any person other than the school district; and

WHEREAS, all off-duty law enforcement officers hired into school security guard positions are being hired to maintain the physical security and safety of a public school, as defined in §118.125(1)(bL) and §118.305(1)(c)(2); and

WHEREAS, NOW BE IT RESOLVED, that Kenosha Unified School District does hereby support the use of off-duty officers for the protection and safety of all staff and students.

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

Mr. Flood moved to approve presented Resolution 317 – Resolution for Off-Duty Law Enforcement Officers Who Serve as Security Officers in Schools. Mr. Kunich seconded the motion. Unanimously approved.

Ms. Valeri answered questions from board members in regards to Policy 5471 – Corporal Punishment/Use of Physical Force.

Mr. Falkofske moved to approve Policy 5471 – Corporal Punishment/Use of Physical Force as a first reading. Mr. Flood seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced Policy 4370 – Professional Development Opportunities submitted by Ms. Jennifer Navarro, Coordinator of Organizational Training and Development; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“The September 2013 Curriculum Audit conducted by Phi Delta Kappa International states that “There is no clear expectation within board policies that requires a comprehensive, coordinated professional plan (page 334).” In response to this finding, the Professional Learning Steering Committee revised Policy 4370, which was last updated September 24, 2002. This policy is 13 years old.

The revisions to the policy focus on the administrative recommendations in the November 2013 Curriculum Audit of Kenosha Unified School District as follows:

Direct the superintendent to revise Board Policy 4370 to align with the 18 Quality Criteria for Staff Development found in Exhibit 3.2.3. Direct the superintendent to

develop for consideration and adoption a board policy that establishes a clear expectation for a written plan for the development and implementation of a comprehensive, coordinated professional development program with clear direction for how professional development needs will be identified, prioritized, and coordinated at the district, school site, and individual levels. Establish within this policy guidance directing the procedures and criteria that will be used to determine the effectiveness of the district's professional development efforts. (Page 334)

Revise Board Policy 4370 to define the purpose of professional development, to be in congruence with state expectation and the goals of the district, and to align with the Quality Criteria for Staff Development. Develop for consideration by the board, a board policy to direct the development and implementation of a comprehensive written professional development plan focused on the effective delivery of the adopted curriculum that aligns with the district's strategic plan and implementation projects. (Page 335)

The Professional Learning Steering Committee revised policy 4370 (Appendix A) to reflect these recommendations as well as current best practices from the field of professional learning. These revisions will provide guidance in the development of a professional learning plan. The table on pages 2 through 6 shows the correlations



Mr. Wade moved to approve the addition of the Gateway Technical College Contracted Service course entitled Scripting. Mr. Flood seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis introduced the 2015-2016 Elementary School Multiage Waivers Request submitted by Dr. Floyd Williams, Assistant Superintendent of Elementary School Leadership; and Dr. Savaglio-Jarvis, excerpts follow:

“On July 30, 2013, revisions were made to Kenosha Unified School District School Board Policy 6432 – Class Size. See Attachment 1, Item Number 6 for the revision that was approved by the Board of Education pertaining to Policy 6432-Class Size.

During the 2014-2015 school year, requests were made and waivers were at the following four (4) elementary schools: Grant, Nash, Whittier, and Wilson.

In order to meet the guidelines for number six (6) of Policy 6432 for the 2015-2016 school year, the administration is requesting waivers for the following six (6) elementary schools: Jefferson, Nash, Somers, Vernon, Whittier, and Wilson.

The cost to Kenosha Unified School District to add five (5) teachers if waivers are not approved would be based on an average teacher salary and benefits rate of \$90,000 per teacher, an increase to the overall district budget of \$450,000.

Administration recommends that the Board of Education approve the class size waiver request for Jefferson, Nash (Next Generation Personalized Learning), Somers, Vernon, Whittier, and Wilson Elementary Schools for the 2015-2016 school year at the August 25, 2015 board meeting.”

Mr. Flood moved to approve Nash Elementary’s (Next Generation Personalized Learning) class size waiver. Mr. Falkofske seconded the motion. Unanimously approved.

Dr. Williams was present and answered questions from Board members.

Mrs. Snyder moved to approve the class size waivers for the other requested schools noted in the agenda (Jefferson, Somers, Vernon, Whittier and Wilson). Mr. Kunich seconded the motion. Motion carried. Mr. Flood and Mr. Falkofske dissenting.

Mrs. Coleman requested that the board to be updated on the status of the approved waivers after the third Friday count is complete.

Dr. Savaglio-Jarvis introduced the Report of Contracts in Aggregate of \$25,000 submitted by Mr. Robert Hofer, Purchasing Agent; Mr. Hamdan; and Dr. Savaglio-Jarvis, excerpts follow:

“School Board Policy 3420 requires that all contracts and renewals of contracts in aggregate of \$25,000 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 contracts/agreements in aggregate of \$25,000 that have been added to the Contract Management Database subsequent to July 28, 2015, with approval of the purchasing agent are shown in the database in coral color. Board members may access this database while on district property.

The following contracts/agreements have not been added to the Contract Management Database and are being presented for board approval:

Northwest Evaluation Association (NWEA)—Web-Based Measures of Academic Progress \$168,070.”

Mr. Falkofske moved to approve the contract/agreement with Northwest Evaluation Association (NWEA)—Web-Based Measures of Academic Progress in the amount of \$168,070. Mr. Wade seconded the motion. Unanimously approved.

Mr. Kristopher Keckler, Executive Director of Information and Accountability presented the Annual Restraint and Seclusion Requirement Report submitted by Mr. Keckler, Ms. Valeri, and Dr. Savaglio-Jarvis, excerpts follow:

“By September 1, Wisconsin requires each school to report the district restraint and seclusion data annually, to the school board. Districts must submit the number of incidents of physical restraint and seclusion, the total number of students involved in the incidents, and the number of students with disabilities who were involved in the incidents. The report to the school board contains the same data as required in the U.S. Department Office of Civil Rights cyclical data collection on physical restraint and seclusion.

Districts are required to report on two (2) types of restraint: mechanical and physical, and seclusion, detailing both the number of students (by disability status) and number of incidents. School Resource Officers (SROs) may place a student in handcuffs. After receiving a legal opinion, it was determined that the use of handcuffs by police officers would constitute a mechanical restraint and schools will now be required to fully document future instances. Both a summary report and a full building level report are attached. For the 2014-15 school year, KUSD had 1 report of a *mechanical* restraint, 76 students who had a total of 199 incidents of *physical* restraint, and 51 students who had a total of 173 incidents of *seclusion*.”

Action was not required on the Annual Restraint and Seclusion Requirement Report as it was presented for informational purposes only.

Dr. Savaglio-Jarvis introduced the 2014-15 Student Survey Summary/Student Advisory Council Policy submitted by Dr. Bethany Ormseth, Assistant Superintendent of Secondary School Leadership; Mr. Keckler; and Dr. Savaglio-Jarvis, excerpts follow:

“The end of year student survey was originally requested by board member Kyle Flood in an email (11/06/14) and referenced by the KUSD school board during the January 27, 2015, full board meeting. Specific direction from that meeting was to

Mrs. Coleman requested that the board be kept up to date and informed on the status of the student advisory efforts being made by Dr. Ormseth, i.e. meeting dates, provided with copies of the meeting minutes/notes, and give periodical status updates.

Mr. Flood moved to approve the Student Advisory Council Policy. Mr. Falkofske seconded the motion. Discussion followed.

Dr. Ormseth was present and answered questions from board members.

A vote was taken on Mr. Flood's motion to approve the Student Advisory Council Policy. Motion failed. Mr. Kunich, Mr. Wade, Mrs. Snyder, and Mrs. Coleman dissenting.

Mr. Keckler presented the Student Survey Summary results and answered questions from board members.

Mrs. Housaman presented the Act 55 Information Report submitted by Mrs. Housman and Dr. Savaglio-Jarvis, excerpts follow:

"On July 12, 2015, the Wisconsin 2015-17 State Budget Bill, Act 55, was signed into law. It identifies the following requirements for school districts:

Each school board must annually include as an item on the agenda of the first school board meeting of each school year, notice that identifies the academic standards that have been adopted by the school board and that will be in effect for the school year.

Annual parent notice of academic standards must be issued prior to the beginning of the school year. This parent notice may be provided electronically by posting the notice or posting a link to the specific academic standards on the school district's web page.

The specific content areas that must be addressed in the annual notice are mathematics, science, reading and writing, geography, and history.

The Office of Teaching and Learning will bring the standards for mathematics, science, reading and writing, geography, and history to the School Board for approval at the October 27, 2015, meeting. Moving forward the annual approval of standards will be scheduled for the July school board meetings."

No action was taken on Act 55 Report

“The only change being recommended for the Classification, Compensation, and Personnel Policy for General Administrative, Instructional Administrative, Supervisory and Technical Personnel is to extend the term of the policy from July 1, 2015, through June 30, 2017. In addition, it is recommended that all currently issued one and two-year contracts be approved.

Currently, Human Resources has issued 120 contracts in total. One-year contracts were issued to 42 administrators, supervisors and technical employees and will expire on June 30, 2016. Two-year contracts were issued to 78 administrators, supervisors and technical employees and will expire on June 30, 2017. It is recommended that the Board approve all issued contracts.

Administration recommends that the board of education approve the changes to the Classification, Compensation, and Personnel Policy for General Administrative, Instructional Administrative, Supervisory and Technical Personnel as noted above. Administration also recommends that the board of education approve all currently issued one and two-year AST employment contracts.”

the removal of “with the approval of the board president” at the end of the paragraph 2 of the policy.

change the word “review” to “review and make recommendations on” throughout all of the committee duty descriptions in portion C of the rule.

request more information and/or a rationale from Mr. Finnemore for the third bullet listed under the Planning/Facilities/Equipment committee duties.

whether or not the Personnel/Policy committee should be changed to just the Policy committee.

whether or not bullet 3 under the Personnel/Policy committee should include the review of job descriptions and hiring information.

keeping the word “All” in bullet 5 of the Personnel/Policy committee.

A vote was taken on Mr. Kunich’s motion to approve revised Policy and Rule 8850 – School Board Committees as contained in the agenda as a first reading. Motion carried. Mr. Flood and Mr. Falkofske dissenting.

Mrs. Snyder moved to amend the motion to approve the revised Policy and Rule 8850 – School Board Committees incorporating the discussed changes. Mr. Kunich seconded the amendment. Mrs. Snyder withdrew her amended motion.

Mrs. Snyder presented the Donations to the District as contained in the agenda.

Mrs. Snyder moved to approve the Donations to the District as contained in the agenda. Mr. Flood seconded the motion. Unanimously approved.

Mr. Falkofske moved to adjourn the meeting. Mr. Kunich seconded the motion. Unanimously approved.

Meeting adjourned at 10:07 P.M.

Stacy Schroeder Busby  
School Board Secretary