



MONTHLY SCHOOL BOARD STANDING COMMITTEE MEETINGS

Educational Support Center
Board Meeting Room
3600-52nd Street
Kenosha, WI 53144

January 8, 2013

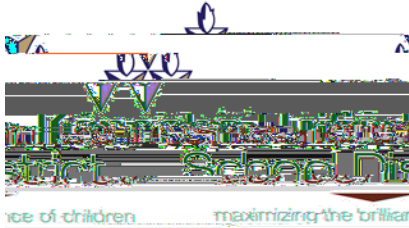
5:30 P.M. – Planning/Facilities/Equipment

6:00 P.M. – Personnel/Policy

6:30 P.M. – Curriculum/Program

January 2013 Audit/Budget/Finance Standing
Committee Meeting Canceled

Please Note: Committee meetings may start early
if preceding meeting adjourns early.



PLANNING/FACILITIES/EQUIPMENT – 5:30 P.M.

- A) Approval of Minutes – December 4, 2012 Joint Planning/Facilities/Equipment, Personnel/Policy And Curriculum/Program Pages 1-2
- B) Simmons Field Lease Termination Pages 3-12
- C) Information Items
 - 1) Utility Budget & Energy Savings Program Update..... Pages 13-14
- D) Future Agenda Items
- E) Adjournment

PERSONNEL/POLICY – 6:00 P.M. or Immediately Following Conclusion of Preceding Committee Meeting

- A) Approval of Minutes – December 4, 2012 Personnel Policy and Joint Planning/Facilities/Equipment, Personnel/Policy and Curriculum/Program Pages 15-17
- B) Policy/Rule 1240 – Access to Public Records Pages 18-23
- C) Policy/Rule 5260 – Open Enrollment – Full Time Pages 24-27
- D) Information Items
 - 1) Recommendations Concerning Appointments, Leaves of Absence, Retirements and Resignations..... Page 28
- E) Future Agenda Items
- F) Adjournment

CURRICULUM/PROGRAM – 6:30 P.M. or Immediately Following Conclusion of Preceding Meeting

- A) Approval of Minutes – December 4, 2012 Curriculum/
Program and Joint Planning/Facilities/Equipment,
Personnel/Policy & Curriculum/Program Pages 29-32
- B) Information Item
 - 1) Revised Performance Standards (WKCE Cut Score) Pages 33-35
- C) Future Agenda Items
- D) Adjournment

**NOTE: The January 8, 2013 Audit/Budget/Finance
Standing Committee Meeting has been canceled.**

There may be a quorum of the board present at these Standing Committee meetings; however, under no circumstances will a board meeting be convened nor board action taken as part of the committee process. The three board members who have been appointed to each committee and the community advisors are the only voting members of the Standing Committees.

KENOSHA UNIFIED SCHOOL BOARD
JOINT PLANNING/FACILITIES/EQUIPMENT,
PERSONNEL/POLICY, AND
CURRICULUM/PROGRAM MEETING
Educational Support Center –

protocol for facilities planning. It was also noted that Policy 7200 was only included in the agenda as a reference and that the 7000 policy series was being brought to the Committee at a later date for revision.

Mr. Valeri moved to forward Policy/Rule 6311 – Elementary School Classroom Utilization to the full Board for a first reading on December 18, 2012 and a second reading on January 22, 2013 with the recommendation that the policy be eliminated. Mrs. Bothe seconded the motion. Unanimously approved.

Meeting adjourned at 7:05 P.M.

Stacy Schroeder Busby
School Board Secretary

meeting and the KSBO took over responsibility for the field and it has remained that way for the past five years.

Earlier this year, the City of Kenosha approached both KUSD and the KSBO to discuss the possibility of terminating the lease between the City and KUSD and the sublease between KUSD and Kenosha Post No. 21 of the American Legion. The purpose for the City's request was to allow for the City to enter into a lease of the field with an organization for the purpose of bringing a Northwoods League team to Kenosha. The arrangement with the Northwoods League will include a large capital investment by both the league and the City into Simmons Field and will still allow for KUSD use of the field for free based on a combination of our interest and field availability. The agreement with the Northwoods League has received widespread support from the local baseball community including KUSD.

Attached is the proposed Lease Termination Agreement developed by the City with input from KUSD and others. If approved by all parties, this agreement would terminate both the lease between the City and KUSD, but also the sublease between KUSD and Kenosha Post No. 21 of the American Legion. Similar to the original agreement and lease, the lease termination does not include any financial considerations between any of the parties.

Administration Recommendation:

Administration recommends that the Planning, Facilities, and Equipment Committee forward this report on to the School Board for their consideration.

Dr. Michele Hancock
Superintendent of Schools

Mr. Patrick M. Finnemore, P.E.
Director of Facilities

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KENOSHA UNIFIED SCHOOL DISTRICT NO. 1
Kenosha, Wisconsin

January 8, 2013

UTILITY BUDGET & ENERGY SAVINGS PROGRAM UPDATE

The purpose of this report is to provide the regular update on the 2012-13 utilities budget and the operational energy savings program from the start of the school year through the end of November.

Utilities Budget Update :

The following is a brief summary of the costs incurred for natural gas, electricity, and the entire utilities budget.

- x We have spent \$42,513 less on natural gas this year as compared to last year.
- x We have spent \$73,740 less on electricity this year as compared to last year.
- x We have spent 31% of the overall utility budget as compared to 34% last year at this time.

Operational Energy Program Update:

The following is a brief summary of the amount of energy saved from the start of the school year through the end of November. Please see the attachment for energy savings by school:

	2012-13	2011-12
Electricity Saved (KWh)	2,671,560	2,534,702
Gas Saved (Therms)	122,286	91,177
Dollars Saved	\$331,603	\$304,171

Dr. Michele Hancock
Superintendent of Schools

Mr. Patrick M. Finnemore, P.E.
Director of Facilities

End of FY - 2013 - 06

Current Month: 2012 - 11

BUILDING	ACTUAL				BASEYEAR				SAVINGS vs. BASEYEAR				%Savings Relative to Base Year	Facility Avg Sq Ft	Weather Adjusted 5Yr Avg Energy Use kBtu/sqft	1yr Avg Energy Use kBtu/sqft				
	kWh	kW	therms	\$	kWh	kW	therms	\$	kWh	kW	therms	\$					%	sq ft	kBtu/sqft	kBtu/sqft
Bradford H	652,591	2,166	27,545	\$88,667	910,115	2,549	37,842	\$117,825	257,524	383	10,297	\$29,158	24.7%	300,401	71.8	64.9				
Hillcrest H	19,680	-	2,792	\$4,339	24,546	-	3,117	\$5,103	4,866	0	325	\$764	15.0%	22,405	61.9	66.1				
Indian Trail H	788,000	3,312	19,376	\$111,014	1,272,760	5,081	22,331	\$171,730	484,760	1,769	2,955	\$60,717	35.4%	408,519	54.0	45.2				
Lakeview H	85,920	491	330	\$13,157	202,224	560	879	\$22,199	116,304	69	549	\$9,042	40.7%	40,000	54.1	39.8				
Reuther H	232,740	1,209	25,177	\$46,476	303,678	1,348	34,702	\$58,121	70,938	139	9,525	\$11,645	20.0%	143,366	93.1	85.5				
Tremper H	519,814	1,632	35,566	\$72,833	760,941	1,922	40,735	\$93,572	241,127	290	5,169	\$20,740	22.2%	313,802	77.1	70.1				
HS Subtotal:	2,298,745	8,810	110,786	\$336,485	3,474,264	11,459	139,606	\$468,550	1,175,519	2,648	28,820	\$132,064	28.2%							
Bullen M	157,956	603	5,812	\$23,297	292,114	727	14,293	\$37,989	134,158	124	8,481	\$14,692	38.7%	121,962	57.7	46.8				
Lance M	137,301	562	7,614	\$21,883	169,476	656	10,719	\$26,823	32,175	94	3,105	\$4,940	18.4%	137,290	49.5	45.9				
Lincoln M	239,038	1,092	10,170	\$37,907	319,849	1,165	18,451	\$48,193	80,811	73	8,281	\$10,286	21.3%	134,038	71.4	60.7				
Mahone M	326,400	1,650	12,990	\$53,225	442,055	1,767	18,753	\$65,279	115,655	117	5,763	\$12,054	18.5%	175,053	61.7	57.2				
McKinley M	36,000	91	295	\$5,376	194,445	672	12,915	\$30,826	158,445	582	12,620	\$25,450	82.6%	101,622	65.1	60.5				
Washington M	110,558	461	7,179	\$18,817	166,734	673	8,534	\$26,131	56,176	212	1,355	\$7,314	28.0%	99,643	61.0	54.9				
MS Subtotal:	1,007,253	4,458	44,060	\$160,506	1,584,673	5,660	83,665	\$235,241	577,420	1,202	39,605	\$74,735	31.8%							
Bain E	164,700	1,044	4,960	\$28,896	240,534	1,102	10,983	\$38,490	75,834	58	6,023	\$9,594	24.9%	126,900	35.3	34.3				
Bose E	52,960	238	3,740	\$9,457	92,326	303	6,660	\$15,349	39,366	65	2,920	\$5,891	38.4%	45,109	65.8	62.8				
Brass E	109,920	684	2,116	\$18,358	137,300	759	5,294	\$22,737	27,380	75	3,178	\$4,379	19.3%	72,887	47.1	45.1				
Dimensions E	20,472	-	2,796	\$4,429	22,869	-	2,136	\$4,393	2,397	0			-0.8%	30,509	50.8	56.7				
Forest Park E	48,052	198	6,146	\$10,201	61,290	211	6,784	\$11,853	13,238	13	638	\$1,652	13.9%	53,830	80.2	84.2				
Frank E	157,020	675	2,092	\$22,475	219,263	747	4,386	\$28,844	62,243	72	2,294	\$6,369	22.1%	82,956	51.5	49.0				
Grant E	36,920	151	4,245	\$7,487	43,670	193	6,447	\$9,599	6,750	42	2,202	\$2,112	22.0%	43,040	76.3	69.6				
Grewenow E	45,200	184	2,985	\$7,659	74,641	238	6,791	\$12,973	29,441	54	3,806	\$5,315	41.0%	49,230	77.4	73.0				
Harvey E	27,233	118	810	\$4,124	42,466	158	2,777	\$6,906	15,233	39	1,967	\$2,782	40.3%	47,980	66.6	65.8				
Jefferson E	39,906	148	3,452	\$7,619	67,464	193	5,565	\$12,040	27,759	45	7,213	\$9,491	11.1%	116,600	54.1	50.8				

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KENOSHA UNIFIED SCHOOL BOARD
PERSONNEL/POLICY MEETING
Educational Support Center – Room 110

KENOSHA UNIFIED SCHOOL BOARD
JOINT PLANNING/FACILITIES/EQUIPMENT,
PERSONNEL/POLICY, AND
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Educational Support Center –

protocol for facilities planning. It was also noted that Policy 7200 was only included in the agenda as a reference and that the 7000 policy series was being brought to the Committee at a later date for revision.

Mr. Valeri moved to forward Policy/Rule 6311 – Elementary School Classroom Utilization to the full Board for a first reading on December 18, 2012 and a second reading on January 22, 2013 with the recommendation that the policy be eliminated. Mrs. Bothe seconded the motion. Unanimously approved.

Meeting adjourned at 7:05 P.M.

Stacy Schroeder Busby
School Board Secretary

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KENOSHA UNIFIED SCHOOL DISTRICT

POLICY 1240
ACCESS TO PUBLIC RECORDS

The School Board of the Kenosha Unified School District shall allow persons to have access to District records in accordance with this policy and accompanying rule and in accordance with state law.

The Superintendent of Schools is designated as the legal custodian of records for any school District authority. The legal custodian shall safely keep and preserve records of the 1(n)-9(ce w)4(i)-1(t)-1(h)-w ()Tjstoist4jstng r8

POLICY 1240
ACCESS TO PUBLIC RECORDS
Page 2

AFFIRMED: December 28, 1990

REVISED: May 11, 1999
February 25, 2003
December 19, 2006

RULE 1240
ACCESS TO PUBLIC RECORDS
Page 2

3. Each legal custodian, upon request for any record, shall, as soon as practicable and without delay, either fill the request or notify the requester of the denial of the request.
4. A request for a record may be denied as described in these procedures. A legal custodian may deny access to a record, in whole or in part, only if he/she determines that the harm to the public through disclosure of the record outweighs the public benefit of access to the record. The custodian is authorized and encouraged to consult with the District's legal counsel in making such determination.
 - a. Oral requests may be denied orally un(d)-9(o)2 is

RULE 1240
ACCESS TO PUBLIC RECORDS
Page 3

- recording was to make minutes of the meeting
2. Records that no longer serve a useful, business, educational or historical purpose shall be destroyed subject to limitations of applicable laws and the record retention schedule adopted by the Board. Prior to destruction of any records, the Kenosha County Historical Society/District Archives shall be notified at least 60 days in advance to determine if historical interest justifies preservation of such records. The Kenosha County Historical Society/District Archives may, upon application, waive this notice.
 3. No record may be destroyed at any time after the receipt of a request for inspection or copying of the record until after the request is granted or until at least 60 days after the date that the request is denied.
 4. The District may provide for the keeping and preservation of public records through the use of microfilm or another reproductive device, optical imaging or electronic formatting. Any photographic reproduction that meets applicable state law standards shall be deemed an original record for all purposes.

KENOSHA UNIFIED SCHOOL DISTRICT

January 8, 2013
Personnel/Policy Standing Committee

Policy and Rule 5260 –Open Enrollment Full Time

Policy and Rule 5260 – Open Enrollment - Full Time addresses the state mandate of providing open enrollment opportunities to nonresident students. As the practice of open enrollment has grown over the past several years, especially in the area of virtual charter school enrollments, school districts have experienced cases of habitual truancy. Statute 118.16 speaks to the school attendance enforcement and notification procedures for all students. Updated guidelines, as communicated from the Department of Public Instruction, declare termination of open enrollment students due to habitual truancy must now be included in any district open enrollment policy. The definitions, notifications, and interventions that currently apply to resident students will now be consistent and apply to open enrolled students.

Administrative Recommendation

Administration recommends that the Personnel/Policy Standing Committee forward the proposed revisions to Policy and Rule 5260 – Open Enrollment - Full Time to the Board of Education for approval as a first and second reading at the January 22, 2013 and February 26, 2013 regular school board meetings.

Dr. Michele Hancock
Superintendent of Schools

Kristopher Keckler
Executive Director of Information & Accountability

POLICY 5260
OPEN ENROLLMENT FULL TIME
Page 2

Once accepted for enrollment, the District shall assign the nonresident student to a school or program in accordance with District policies and procedures. The District shall give preference in attendance at a school, program, class or grade to resident students who live outside the school's attendance area.

No nonresident open enrollment student shall be required to reapply more than ~~once~~ ^{once} for

All nonresident open enrollment students attending elementary ~~school~~ in the District shall be required to reapply for enrollment prior to admission to middle school.

All nonresident open enrollment students who come into the district on open enrollment at the middle school level will need to reapply for open enrollment at the high school ~~level~~. ~~This requirement becomes effective in the year 2009 and beyond for applicants who wish to enroll in the fall of 2009~~ ^{This requirement becomes effective in}

Student transportation shall be the responsibility of the student's parent(s)/guardian(s) or the adult student except as otherwise required by law.

Nonresident open enrollment students attending a school or program in the District have all the rights and privileges of resident students and are subject to the same rules and regulations as resident students.

Nonresident open enrollment students may have their enrollment terminated due to habitual truancy.

POLICY 5260
OPEN ENROLLMENT FULL TIME
Page 3

A resident student attending school outside the district under open enrollment may not be allowed to take courses or participate in extra curricular activities in the resident district.

LEGAL REF.: Wisconsin Statutes

- Sections 118.13 (Student discrimination prohibited)
- 118.15 (Compulsory school attendance)
- 118.16 (School attendance enforcement)
- 118.51 (Fulltime open enrollment)
- Chapter 115, Subchapter V (Special education program requirements)

CROSS REF.: ~~4310 Instructional Staffing~~

- 4351.1 Teaching Load
- 5110 Equal Educational Opportunities
- 5120 Student Enrollment Reporting
- 5200 School Admissions
- 5210 Entrance Age
- 5220 ~~Admissions - Nonresident Students (Other than Excluding Open Enrollment Students)~~
- 5250 ~~Admission of Emancipated Minors~~
- 5270 ~~Partime Public High School Open Enrollment Part Time~~
- 5310 Student Attendance
- 5320 School Attendance ~~As~~
- 5330 Assignment of Students to Schools
- 5119.1 Gradu /P <</6</MCIn

Action	Boar d	co de Staff	Last Name	First Name	School/Dept	Position	Effectiv e Date	Yrs of	Salary	Reason	Ste p /	FT E	Letter or
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KENOSHA UNIFIED SCHOOL BOARD
CURRICULUM/PROGRAM MEETING
Educational Support Center – Room 110
December 4, 2012
MINUTES

A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Taube was called to order at 7:25 P.M. with the following Committee members present: Ms. Stevens, Mrs. Coleman, Mrs. Reed, Mrs. Anderson, Mrs. Daghfal, Ms. Santoro, Ms. Galli, and Mrs. Taube. Dr. Hancock was also present. Mr. Simpkins was absent.

Approval of Minutes – November 13, 2012 Curriculum/Program and Joint Personnel/Policy & Curriculum /Program

Mrs. Coleman moved to approve the minutes as presented in the agenda. Mrs. Anderson seconded the motion. Unanimously approved.

Information Items

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, presented the TOSA Wisconsin Technology Initiative Grant which seeks to enhance student academic achievement 21st century skills, attendance, attendance and engagement through the effective use of interactive classroom technology. She indicated that the grant was originally approved in the Spring of 2011 but is being brought back for informational purposes as the grant is in the third phase. She noted the timeline of stages of the third phase which was included in the agenda.

Mrs. Ann Fredriksson, Coordinator of Instructional Technology & Library Media, and Ms. Mary Salani, Instructional Technology Teacher Consultant, were present via Skype and answered questions of the Committee.

Dr. Savaglio-Jarvis presented the Teacher Resource Guides contained in the agenda and explained that the guides were developed as a tool for teachers to illustrate and guide them to where the necessary Common Core information and/or documents can be located. She indicated that since a majority of the information and/or documents are located on the KUSD website or on My Big Campus, Ms. Sue Mirsky, Coordinator of Literacy; Mr. David Tuttle, Coordinator of Talent Development; and Mrs. Christine Pratt, Coordinator of Science and Mathematics; were present to demonstrate how to navigate to the noted resources on both sites. Ms. Stevens requested that a My Big Campus access training be added to a future agenda.

Dr. Savaglio-Jarvis indicated that the Special Education Update was being presented per a request and is informational only. Ms. Susan Valeri, Director of Special Education and Student Support, presented the District's mission, commonly referred to special education terms, the legal requirements pertaining to special education students, the number of special education students in the District, the placement of the students, and location of the self-contained programs. Ms. Stevens requested information pertaining to special education instruction costs versus regular education instruction costs.

Ms. Valeri presented the School Based Health Centers Update. She indicated that the health centers located at Brass, Curtis Strange, and the Caesar Chavez Learning Station are showing positive results. Visits to the centers have consisted of acute visits, immunizations, and/or well-child check-ups. The number of well-child check-ups at the Caesar Chavez Learning Station alone has increased by more than 30 percent compared to the number a year earlier, largely due to the services being offered on-site.

Future Agenda Items

As noted above, Ms. Stevens requested that 1) a My Big Campus access training be added to a future agenda and 2) information pertaining to special education instruction costs versus regular education instruction costs.

Meeting adjourned at 8:17 P.M.

Stacy Schroeder Busby
School Board Secretary

KENOSHA UNIFIED SCHOOL BOARD
JOINT PLANNING/FACILITIES/EQUIPMENT,
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Meeting adjourned at 7:05 P.M.

Stacy Schroeder Busby
School Board Secretary

Old WKCE Cut Scores in Reading

	Score Range			
Grade	Minimal	Basic	Proficient	Advanced
3	270-393	394-429	430-465	

Example: With the old cut scores, a 430 in Reading for Grade 3 was in the Proficient category. With the revised cut scores, a 430 in Reading for Grade 3 falls into the Minimal category. The same applies to mathematics. With the old cut scores, a 407 in Mathematics for Grade 3 was in the Proficient category. With the revised cut scores, a 407 in Mathematics in Grade 3 falls in the Basics Category. It must be noted that the individual student performance has not changed in these instances. Rather, higher expectations are now required to meet the benchmark for proficient and advanced.

These revised performance standards (cut scores) will have an effect on the percent of students scoring proficient and advanced on the Wisconsin state assessments. The following chart shows how these performance standards changed the percentages for Kenosha Unified in School Year 2011-12.

Wisconsin Students Assessment System (WKCE and WAA Combined)
Percent of Student Scoring Proficient and Advanced (District FAY)
School Year 2011-12

Old Cut Scores

Revised Cut Scores