



**KENOSHA UNIFIED SCHOOL BOARD**  
**PERSONNEL/POLICY MEETING**  
Educational Support Center – Room 110  
July 10, 2012  
**MINUTES**

A meeting of the Kenosha Unified Personnel/Policy Committee chaired by Mrs. Coleman was called to order at 5:32 P.M. with the following Committee members present: Mrs. Taube, Mr. Gallo, Mrs. Lewis, Dr. Sconzert, Mr. Jacobs, Mr. Retzlaff, and Mrs. Coleman. Dr. Hancock was also present.

**Approval of Minutes – June 12, 2012 Meeting**

Mr. Jacobs moved to approve the minutes as contained in the agenda. Mr. Gallo seconded the motion. Unanimously approved.

Mr. Retzlaff requested that the Transitional Employee Handbook – Service Employees, which the Committee forwarded to the full Board with the recommendation for approval last month, be brought back to the Committee due to the change of “at-will” to “just cause” under the “standard of discipline” item/benefit.

**2012-2013 LakeView Technology Academy Parent-Teacher Conference Proposal**

Mr. William Hittman, Principal at LakeView Technology Academy, presented the LakeView Technology Academy Parent-Teacher Conference Proposal. He indicated that the waiver is being requested in order to hold four parent-teacher conferences during the school year and that 87% of the staff at LakeView support the waiver request. Mrs. Sheronda Glass, Assistant Superintendent of Business, answered questions and confirmed that procedures and protocols pertaining to the waiver have been followed.

Mr. Gallo moved to forward the high school waiver request for the 2012-2013 school year to the full Board for consideration at its July 24, 2012 meeting. Mrs. Taube seconded the motion. Unanimously approved.

**Information Items**

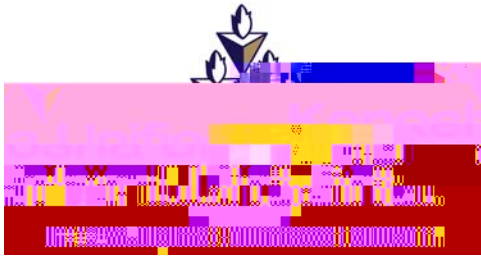
Mrs. Teresa Osborne-Short, Director of Human Resources, answered questions of the Committee pertaining to Recommendations Concerning Appointments, Leaves of Absences, Retirements, and Resignations.

**Future Agenda Items**

The Transitional Employee Handbook – Service Employees will be brought back to the Committee at their next meeting per the request of Mr. Retzlaff. Mrs. Taube requested that information pertaining to Act 10 be brought to the Committee at the same time as Mr. Retzlaff’s request.

Meeting adjourned at 5:43 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**JOINT PERSONNEL/POLICY &**  
**CURRICULUM/PROGRAM MEETING**  
Educational Support Center – Room 110  
July 10, 2012  
**MINUTES**

A joint meeting of the Kenosha Unified Personnel/Policy and Curriculum/Program Committees chaired by Mrs. Coleman was called to order at 5:50 P.M. with the following Committee members present: Mrs. Taube, Mr. Gallo, Mrs. Lewis, Dr. Sconzert, Mr. Jacobs, Mr. Retzlaff, Ms. Stevens, Mrs. Anderson, Mrs. Daghfal, and Mrs. Coleman. Dr. Hancock was also present. Ms. Reed, Mr. Martinelli, Mr. Simpkins, and Mrs. Spaay were absent.

**Approval of Minutes – June 12, 2012 Joint Personnel/Policy & Curriculum/Program Meeting**

Mr. Jacobs moved to approve the minutes as contained in the agenda. Mrs. Taube seconded the motion. Unanimously approved.

Meeting adjourned at 5:51 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**CURRICULUM/PROGRAM MEETING**  
Educational Support Center – Room 110  
July 10, 2012  
**MINUTES**

A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Taube was called to order at 5:58 P.M. with the following Committee members present: Ms. Stevens, Mrs. Coleman, Ms. Anderson, Mrs. Daghfal, and Mrs. Taube. Dr. Hancock was also present. Mrs. Reed, Mr. Martinelli, Mr. Simpkins, and Ms. Spaay were absent.

**Activity Code of Conduct and Concussion Protocols**

Mr. Steven Knecht, Coordinator of Athletics, PE, Health, and Recreation, presented the Activities Code of Conduct and Concussion Protocol. He indicated that revisions in the Activities Code of Conduct have been made to add consistent language throughout the code, to add wording to cover violations not covered in the code, to change the appeal process, for academic eligibility changes, and for editorial changes. Mr. Knecht further indicated that due to the recently passed State law (Wisconsin's Sideline for Safety Act 172), the District must adopt new documentation for students, parents, and coaches in relation to the Concussion Protocols. Said documentation must be delivered to athletes, parents/guardians, and coaches and the information covers everything from general information about concussions, processes to return to competition, and coaches' education.

Ms. Stevens moved to forward the revisions in the Activities Code of Conduct and the new documentation covering the Concussion Protocol to the full Board for a first and second reading. Mrs. Daghfal seconded the motion. Unanimously approved.

**Information Items**

Ms. Belinda Grantham, Director of Early Education, presented the Head Start Semi-Annual Report which included information on the program information report (PIR), the Federal review, the Federal grant, the annual self-assessment, the KUSD early education collaboration, quarterly federal phone calls, the student outcomes, and the parent activities.

Mrs. Anderson moved to receive the Head Start Semi-Annual Report. Mrs. Coleman seconded the motion. Unanimously approved.

**Future Agenda Items**

No future agenda items were noted.

Meeting adjourned at 6:26 P.M.

Stacy Schroeder Busby  
School Board Secretary



**KENOSHA UNIFIED SCHOOL BOARD**  
**AUDIT/BUDGET/FINANCE MEETING**

Mrs. Schmitz presented the Vacancy Dollars Estimated as of June 22, 2012 and there were no questions.

Mrs. Schmitz presented the Grants Summary Report and indicated that as a follow-up to a request at the last Committee meeting, the report format was revised to encompass Federal and State grant activities over a two year period which includes a consolidated view by project number. As a result, the report has been condensed from ten pages to one page. It was recommended the newly formatted report be used for future reporting and that the former detailed report be available upon request.

Mr. Bryan moved to approve the use of the newly formatted report for future reporting and that the former detailed report be available upon request. Mr. Nuzzo seconded the motion. Unanimously approved.

### **Future Agenda Items**

No future agenda items were noted.

Meeting adjourned at 7:12 P.M.

Stacy Schroeder Busby  
School Board Secretary