

REGULAR MEETING OF
THE KENOSHA UNIFIED SCHOOL BOARD
HELD FEBRUARY 2

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 January 2019 cash receipt deposits totaling \$376,818.80, and cash receipt wire transfers-in totaling \$39,923,877.43, be approved.

Check numbers 574100 through 575231 totaling \$8,782,510.45, and general operating wire transfers-out totaling \$309,475.39, are recommended for approval as the payments made are within budgeted allocations for the respective programs and projects.

It is recommended that the January 2019 net payroll and benefit EFT batches totaling \$15,635,191.87, and net payroll check batches totaling \$13,809.11, be approved.”

Consent-Approve item XI-D – Policy 1310 – Tobacco Use submitted by Mrs. Tanya Ruder, Chief Communications Officer and Interim Chief Human Resource Officer; and Dr. Savaglio-Jarvis, excerpts follow:

“Each year the Office of Human Resources reviews the Employee Handbook for updates and clarity to ensure we have the best possible resource available for our staff. Upon our initial review of the handbook, it was found that Policy 1310 – Tobacco Use and the 2018-19 handbook should be updated to reflect that vaping is prohibited in addition to traditional tobacco products.

In March of 2017, the Tobacco Use policy was updated, but it did not include language around vaping. While a vaping machine may be considered a tobacco product, the Office of Human Resources believes it is best to clarify that tobacco products of any kind includes vaping with or without nicotine products. The addition of this language gives clear direction that the use of tobacco products and/or vaping with or without nicotine is strictly prohibited on district owned property.

Approved policy changes also will be reflected in the 2019-20 Employee Handbook slated to be reviewed by the Board in February 2019.

Administration recommends that the board approve updated Policy 1310 – Tobacco and/or Vaping Device Use as a second reading on Feb. 26, 2019.”

Consent-Approve item XI-E – Administrative Regulation 4223.1 – Family and Medical Leave Notice of Rights submitted by Mrs. Ruder and Dr. Savaglio-Jarvis, excerpts follow:

“Each year the Office of Human Resources reviews the Employee Handbook for updates and clarity to ensure we have the best possible resource available for our staff. Upon our initial review of the handbook, it was found that the state and federal Family Medical Leave Act (FMLA) section had become outdated as outlined in the handbook and in Administrative Regulation 4323.1.

Because FLMA is a state and federal law, we are recommending shortened language in the handbook, which will be brought to the board in February, that provides our employees

notice that we honor FMLA, the calendar year we have established as a measurement period, and the rights and obligations they have regarding FMLA (see attachment A). We also would like to eliminate the administrative regulation so that the specifics of FMLA are not frequently

mechanisms promote parent involvement which is among the primary desired outcomes of our Head Start program. Family Support initiatives resulted in the following:

341 family contacts were made for health services, attendance and parent engagement from August 2018 through December 2018.

115 families were identified as needing services through the Family Needs Assessment.

each year. This report includes the proposed major maintenance and energy savings projects plans for 2019-20.

Historically during times of rapid enrollment growth this report also includes the capacity projects as required by Board Policy 7210; however, there are no capacity projects proposed for the coming year.

The overall major maintenance budget is \$2,000,000; however, \$500,000 will once again be used to continue to pay off the loan used to fund the Reuther masonry restoration project that was performed in 2009-2011. The current estimate is that the loan for that project will be completely paid off by the end of the 2019-20 fiscal year. That leaves \$1,500,000 available for major maintenance projects this coming fiscal year. In addition, we have a budget of \$500,000 within our utilities/energy budget to fund capital projects each year. The energy project funds were generated from measured savings from previous energy projects over a 10-year period. Energy savings generated from projects the past several years have been placed back in the general fund for other district expenditures.

The 2019-20 capital projects plan is provided as Attachment A to this report. The plan is a continuation of the overall major maintenance plan initiated 18 years ago, and the energy savings project program started 16 years ago.ted

“In the fall of the 2016-17 school year, a Spanish language arts curriculum committee was created to begin the curriculum writing process. Teachers and reading specialists from the elementary and middle school dual language buildings were involved in the Spanish language arts curriculum adoption process (Appendix B). The World-Class Instructional Design and Assessment Spanish language arts standards were used for guidance in the curriculum writing process.

A Request for Proposal for Spanish language arts materials was created on August 20, 2018, with the Kenosha Unified School District Office of Finance (Appendix C). The materials sent for consideration were reviewed by the Spanish Language Arts Curriculum Resource Review Team and the coordinator of language acquisition programs and narrowed down to three finalists. The finalists presented to teachers at both dual language buildings, and the educational staff reviewed texts and online resources (Appendix D). The curriculum resource materials identified in the Instructional Materials section of this report were selected.

Purchase of the proposed Spanish language arts materials would allow for professional learning to begin in spring 2019. The professional learning will include presentations and training with the bilingual specialists from the respective companies demonstrating use of online tools, pre and post assessments, and how to access the online bilingual leveled literacy libraries. The elementary dual language teachers would also receive coaching for implementing the new Spanish language arts standards within the parameters of instructional minutes in Spanish.

Spanish Language Arts teachers will begin Phase 4 of the curriculum development process in September 2019. Throughout the school year, the coordinator of language acquisition will work with teachers, instructional coaches, and principals to monitor the impact of the new instructional resources. The Phase 4 work will include:

- Assessing student progress using district common assessments.
- Planning and activating the ongoing program evaluation design.
- Collecting teacher feedback.

Phase 5 of the curriculum review cycle will be conducted from September 2020 through June 2023. Phase 5 work includes monitoring the use of the curriculum with the following processes:

The total enrollment counts for Special Schools are expected to decrease slightly by - 11 students in SY 2019-20 with a total of 2,630 students. The outlook for these schools looks to remain stable for the next few years.

This report is an informational item, presented annually as noted by KUSD Policy 7210 Forecasting Enrollments.

District administration will use these enrollment projections for the preliminary staff allocations coordinated by Human Resources, and the enrollment projections will be periodically reviewed and possibly updated as the school year progresses.”

Mr. Keckler gave a PowerPoint presentation entitled *KUSD Enrollment Projections* which covered the following topics: national decline, WI birth rate, Wisconsin Migration Patterns Worsen, KUSD total enrollment trend, WI large district trends, number of births (Kenosha, Pleasant Prairie, Somers) and KUSD kindergarten enrollment (5 years later), 10 year trend (grades K-5), 10 year trend (grades 6-8), 6 year trend (grades 9-12), cohort average (k-12), boundary schools (5 year change), and non-boundary schools (5 year change).

Mr. Kunich presented the Donations to the District.

Mr. Kunich moved to approve the Donations to the District. Mr. Garcia seconded the motion. Unanimously approved.

Dr. Savaglio-Jarvis presented Policy 6610 – Procedures for Selecting and Using Supplementary Instruction Materials submitted by Mrs. Shanebrook-Smith; Mrs. Susan Mirsky, Coordinator of English/Language Arts; Mr. Che Kearby, Coordinator of Educator Effectiveness and Social Studies; Mrs. Housaman; and Dr. Savaglio-Jarvis, excerpts follow:

“School Board Policy 6610 includes a seven-year curriculum cycle that details the selection and purchase of updated curriculum materials in Phase 3 of the seven-year cycle. To be responsive to the continuously changing global community and academic expectations and standards, it is essential that the curriculum cycle is reviewed regularly. When necessary, updates to this cycle are brought to the School Board for approval to ensure the immediate needs of students and teachers alike are addressed through this process.

The revisions to the seven-year cycle in Policy 6610 are based on effective utilization of the \$1.987 million set aside for curriculum resources that will result in providing educators with essential curriculum materials earlier than previously scheduled. The following chart indicates the year an update is made and the rationale for this change:

Year 2018-19

Phase 1 - Move 6-8 world language to Phase 2. The middle school world language curriculum review team had participated in researching the high school curriculum materials; and as a result of that, they are prepared to complete Phase 2 of the curriculum review cycle in spring 2019.

Phase 2 -

K-12 English language arts is scheduled to begin the review process in the 2019-20 school year. The 6-12 curriculum team was established in 2015-16, and the team is prepared to embark on the process of material selection. The copyright date of the existing materials is 2005 for grades 6-8 and 2006 for grades 9-12. Neither series are aligned to the KUSD English language arts standards.

Phase 2 - Move 6-12 social studies (U.S. History) to Phase 3. Advancing the purchase of these materials by one year will support the realignment of courses for 9-12 social studies, specifically U.S. History.

Year 2019