

MONTHLY SCHOOL BOARD  
STANDING COMMITTEE MEETINGS

Educational Support Center  
Board Meeting Room  
3600-52<sup>nd</sup> Street  
Kenosha, WI 53144

April 9, 2013

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

5:50 P.M. – Audit/Budget/Finance

6:15 P.M. – Curriculum/Program

April 2013 Personnel/Policy Standing Committee  
Meeting Canceled

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Standing Committee Meetings  
Tuesday, April 9, 2013  
Educational Support Center  
School Board Meeting Room

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

- A) Approval of Minutes – January 8, 2013 ..... Pages 1-2
- B) Kenosha eSchool Lease Extension ..... Pages 3-4
- C) Information Items
  - 1) Utility Budget & Energy Savings Program Update..... Pages 5-6
- D) Future Agenda Items
- E) Adjournment

AUDIT/BUDGET/FINANCE – 5:50 P.M. or Immediately Following Conclusion of  
Preceding Committee Meeting

- A) Approval of Minutes – March 12, 2013 Audit/Budget/Finance  
And March 12, 2013 Joint Audit/Budget/Finance and  
Curriculum/Program ..... Pages 7-8
- B) Information Items
  - 1) Monthly Financial Statements ..... Pages 9-22
  - 2) Fiscal 2013-2014 Budget Status ..... Pages 23-25
- C) Future Agenda Items
- D) Adjournment

School Board Standing Committee Agenda  
Page 2  
April 9, 2013

KENOSHA UNIFIED SCHOOL BOARD  
PLANNING/FACILITIES/EQUIPMENT MEETING

Future Agenda Items

Mr. Finnemore indicated that he would be presenting the Capital Plan, a Utilization Study, and changes in Facilities related policies at future committee meetings.

Meeting adjourned at 5:41 P.M.

Stacy Schroeder Busby  
School Board Secretary

KENOSHA UNIFIED SCHOOL DISTRICT NO. 1  
Kenosha, Wisconsin

April 9, 2013

Kenosha eSchool Lease Extension

Background:

On August 1, 2010 Kenosha Unified School District entered into a three-year lease of the property located at 6121 Green Bay Road in Kenosha to serve as the home of the Kenosha eSchool. That lease is set to expire on July 31, 2013. It was decided to pursue a one-year extension to that lease provided the financials terms remained the same or were reduced. The landlord has agreed to a one-year extension with no changes to the financial terms which are:

- x Rental price of \$12.00 per square foot which equates to a total cost of \$37,728 for the year
- x No charge for the basement storage space
- x KUSD is responsible for utility costs
- x Landlord is responsible for all maintenance/association fees for common area maintenance.
- x No deposit required





KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

End of FY - 2013 - 06

Current Month: 2013 - 02

BUILDING	ACTUAL				BASEYEAR				SAVINGS vs. BASEYEAR				%Savings Relative to Base Year	Facility Avg Sq Ft	Weather Adjusted 5Yr				
	kWh	kW	therms	\$	kWh	kW	therms	\$	kWh	kW	therms	\$			%	sq ft	kBtu/sqft	1yr Avg Energy Use	
Bradford H	1,324,362	3,502	105,437	\$189,575	1,821,298	4,808	126,296	\$253,181	496,936	1,306	20,859	\$63,606	25.1%	300,401	73.9	71.6			
Hillcrest H	42,360	-	11,036	\$12,616	49,436	-	10,944	\$13,415	7,076	0		\$798	6.0%	22,405	67.0	73.2			
Indian Trail H	1,495,200	5,536	71,375	\$217,372	2,350,093	8,015	83,258	\$321,390	854,893	2,479	11,883	\$104,018	32.4%	408,519	54.8	48.2			
Lakeview H	172,800	784	8,044	\$2,265	19,051	51	1,727	\$253,181	3619	42.4%	24,442	\$42,701	247.58	1,9513,493	\$185,461,859	\$104,058,324	17,006.0%	54.8	48.2

KENOSHA UNIFIED SCHOOL BOARD

KENOSHA UNIFIED SCHOOL BOARD  
JOINT AUDIT/BUDGET/FINANCE AND  
CURRICULUM/PROGRAM

Fund 10 General Fund

	-----2013-----				-----2012-----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	15,683,728	15,683,728			16,814,885	16,814,885			



Fund 25 Head Start

Source	-----2013-----				-----2012-----				
	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal

Fund 27 Special Education

-----2013-----					-----2012-----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	0	0			0	0			
100 Operating Transfers In	29,983,235	14,991,617	14,991,617	50.00	29,292,741	0	29,292,741	0.00	26,362,325
200 Local revenues	10,064	5,324	4,740	52.90	7,000	7,220	-220	103.14	10,064
300 Interdistrict revenues	20,000	0	20,000	0.00	20,000	0	20,000	0.00	20,601
600 State aid	10,405,000	6,241,728	4,163,272	59.99	10,555,000	6,195,901	4,359,099	58.70	10,535,821
700 Federal aid	7,710,576	1,963,793	5,746,783	25.47	6,928,040	2,305,577	4,622,463	33.28	8,492,167
900 Revenue adjustments	0	0	0		0	0	0		0
<b>Total Revenues</b>	<b>48,128,875</b>	<b>23,202,463</b>	<b>24,926,412</b>	<b>48.21</b>					



Fund 30-39 Debt Services Fund

-----2013-----

Source                      Budget      Actual                      Balance    % Rec

-----2012-----

Budget      Actual                      Balance    % Rec      Fiscal

## Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2012 - 2013 Fund Summary Budget

For the Period Ended 2/28/2013

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**Fund 40-49 Capital Project Fund**

----- 2013 -----						----- 2012 -----					
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal	
Fund Balance - Beginning	341,397	341,397				4,244,696	4,244,696				
100 Operating Transfers In	32,070	0	32,070	0.00		0	0	0		0	
200 Local revenues	300	0	300	0.00		34,415	34,415	0	100.00	34,415	
800 Debt proceeds	0	0	0			0	0	0		0	
900 Revenue adjustments	184,786	184,786	0	100.00		0	0	0		445,912	
<b>Total Revenues</b>	<b>217,156</b>	<b>184,786</b>	<b>32,370</b>	<b>85.09</b>		<b>34,415</b>	<b>34,415</b>	<b>0</b>	<b>100.00</b>	<b>480,327</b>	

  

----- 2013 -----						----- 2012 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
300 Purchased Services	558,553	581,733	460,711	-483,891	186.63	4,279,111	4,277,050	508,481	-506,420	111.83	4,383,626
<b>Total Expenditures</b>	<b>558,553</b>	<b>581,733</b>	<b>460,711</b>	<b>-483,891</b>	<b>186.63</b>	<b>4,279,111</b>	<b>4,277,050</b>	<b>508,481</b>	<b>-506,420</b>	<b>111.83</b>	<b>4,383,626</b>
<b>Net Revenue/Expenses</b>	<b>-341,397</b>	<b>-396,947</b>				<b>-4,244,696</b>	<b>-4,242,635</b>				<b>-3,903,299</b>
<b>Fund Balance - Ending</b>	<b>0</b>	<b>-55,550</b>				<b>0</b>	<b>2,060</b>				<b>341,397</b>



## Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2012 - 2013 Fund Summary Budget

For the Period Ended 2/28/2013

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**Fund 60 Student Activity Fund**

----- 2013 -----						----- 2012 -----					
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal	
Fund Balance - Beginning	0	0				0	0				
200 Local revenues	0	0	0			0	0	0		0	
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	
----- 2013 -----						----- 2012 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	0	5,886		-5,886		0	4,999		-4,999		0
200 Benefits	0	1,043		-1,043		0	931		-931		0
300 Purchased Services	0	0		0		0	0		0		0
400 Supplies	0	-336,424	39,729	296,694		0	-308,410	41,245	267,165		0
500 Capital Outlay	0	0		0		0	0		0		0
<b>Total Expenditures</b>	<b>0</b>	<b>-329,495</b>	<b>39,729</b>	<b>289,766</b>		<b>0</b>	<b>-302,480</b>	<b>41,245</b>	<b>261,235</b>		<b>0</b>
<b>Net Revenue/Expenses</b>	<b>0</b>	<b>329,495</b>				<b>0</b>	<b>302,480</b>				<b>0</b>
<b>Fund Balance - Ending</b>	<b>0</b>	<b>329,495</b>				<b>0</b>	<b>302,480</b>				<b>0</b>

## Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2012 - 2013 Fund Summary Budget

For the Period Ended 2/28/2013

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**Fund 70-79 Trust Funds**

----- 2013 -----						----- 2012 -----					
Source	Budget	Actual	Balance	% Rec		Budget	Actual	Balance	% Rec	Fiscal	
Fund Balance - Beginning	8,351,869	8,351,869				-20,647,112	-20,647,112				
200 Local revenues	4,398,798	1,662,666	2,736,132	37.80		4,682,760	9,457	4,673,303	0.20	32,406,180	
900 Revenue adjustments	0	0	0			0	6,331,061	-6,331,061		2,370,122	
<b>Total Revenues</b>	<b>4,398,798</b>	<b>1,662,666</b>	<b>2,736,132</b>	<b>37.80</b>		<b>4,682,760</b>	<b>6,340,518</b>	<b>-1,657,758</b>	<b>135.40</b>	<b>34,776,302</b>	
----- 2013 -----						----- 2012 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
200 Benefits	3,370,000	3,029,467	2,185,001	-1,844,468	154.73	3,370,000	2,446,999		923,001	72.61	3,130,609
300 Purchased Services	310,000	14,914	0	295,086	4.81	310,000	766,077		-456,077	247.12	2,644,705
400 Supplies	0	473		-473		0	786		-786		1,377
600 Debt Services	0	0		0		0	6,000		-6,000		6,000
900 Other objects	0	0		0		0	0		0		15
<b>Total Expenditures</b>	<b>3,680,000</b>	<b>3,044,854</b>	<b>2,185,001</b>	<b>-1,549,856</b>	<b>142.12</b>	<b>3,680,000</b>	<b>3,219,863</b>		<b>460,137</b>	<b>87.50</b>	<b>5,782,706</b>
<b>Net Revenue/Expenses</b>	<b>718,798</b>	<b>-1,382,188</b>				<b>1,002,760</b>	<b>3,120,656</b>				<b>28,993,596</b>
<b>Fund Balance - Ending</b>	<b>9,070,667</b>	<b>6,969,680</b>				<b>-19,644,352</b>	<b>-17,526,456</b>				<b>8,350,297</b>

Fund 81 Recreation Services Program

----- 2013 -----					----- 2012 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	241,277	241,277			257,109	257,109			
200 Local revenues	428,000	395,670	32,330	92.45	452,419	386,842	65,577	85.51	418,098
<b>Total Revenues</b>	<b>428,000</b>	<b>395,670</b>	<b>32,330</b>	<b>92.45</b>	<b>452,419</b>	<b>386,842</b>	<b>65,577</b>	<b>85.51</b>	<b>418,098</b>

----- 2013 -----					----- 2012 -----						
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	291,773	157,221		134,552	53.88	323,925	165,249		158,676	51.01	257,717
200 Benefits	141,719	82,859		58,859	58.47	137,621					



## Kenosha Unified School District No 1 Budget to Actual Comparison Report by Fund Groups

2012 - 2013 Fund Summary Budget

For the Period Ended 2/28/2013

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**Fund 83 Community Services Program**

----- 2013 -----					----- 2012 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	-6,293	-6,293			68,391	68,391			
200 Local revenues	1,680,267	1,683,767	-3,500	100.21	1,628,421	1,628,421	0	100.00	1,629,861
<b>Total Revenues</b>	<b>1,680,267</b>	<b>1,683,767</b>	<b>-3,500</b>	<b>100.21</b>	<b>1,628,421</b>	<b>1,628,421</b>	<b>0</b>	<b>100.00</b>	<b>1,629,861</b>

----- 2013 -----						----- 2012 -----					
Object	Budget	Actual	Encumbered	Balance	% Used	Budget	Actual	Encumbered	Balance	% Used	Fiscal
100 Salaries	389,766	233,283		156,482	59.85	508,805	207,799		301,006	40.84	426,556
200 Benefits	161,389	103,731		57,658	64.27	212,603	81,717		130,886	38.44	165,679
300 Purchased Services	331,607	151,382	171,496	8,729	97.37	325,890	32,569	256,362	36,959	88.66	307,380
400 Supplies	41,686	24,021	11,486	6,179	85.18	57,870	9,150	5,502	43,219	25.32	45,485
500 Capital Outlay	755,819	361,363		394,456	47.81	761,019	2,273	0	758,746	0.30	759,446
900 Other objects	0	0		0		0	0		0		0
<b>Total Expenditures</b>	<b>1,680,267</b>	<b>873,780</b>	<b>182,982</b>	<b>623,505</b>	<b>62.89</b>	<b>1,866,187</b>	<b>333,507</b>	<b>261,864</b>	<b>1,270,817</b>	<b>31.90</b>	<b>1,704,546</b>
<b>Net Revenue/Expenses</b>	<b>0</b>	<b>809,987</b>				<b>-237,766</b>	<b>1,294,914</b>				<b>-74,684</b>
<b>Fund Balance - Ending</b>	<b>-6,293</b>	<b>803,694</b>				<b>-169,375</b>	<b>1,363,305</b>				<b>-6,293</b>



Fund 85 CLC After School Program

All Funds

----- 2013 -----					----- 2012 -----				
Source	Budget	Actual	Balance	% Rec	Budget	Actual	Balance	% Rec	Fiscal
Fund Balance - Beginning	25,238,988	25,238,988			2,311,699	2,311,699			
100 Operating Transfers In	30,515,305	15,491,617	15,023,687	50.77	30,278,666	500,000	29,778,666	1.65	27,136,588
200 Local revenues	102,617,991	97,847,950	4,770,041	95.35	104,359,130	97,290,390	7,068,740	93.23	132,419,858
300 Interdistrict revenues	320,000	0	320,000	0.00	320,000	0	320,000	0.00	358,267
500 Intermediate revenues	32,500	26,732	5,768	82.25	59,500	92,297	-32,797	155.12	115,223
600 State aid	161,014,173	64,588,017	96,426,156	40.11	155,221,406	62,544,378	92,677,028	40.29	155,205,596
700 Federal aid	24,839,250	5,822,099	19,017,151	23.44					

Kenosha Unified School District  
Kenosha, Wisconsin

developed and implemented with the ultimate goal of meeting the needs of all our students.

Administration is providing this update as information only and requests that the Audit, Budget and Finance Committee review these initial budget assumptions that will be the basis for ongoing budget discussions to be scheduled throughout the spring and summer. Included with this report is Attachment A which includes a full timeline of activities that have occurred and those that will be initiated in the coming months.

Dr. Michele Hancock  
Superintendent of Schools

Tina M. Schmitz  
Chief Financial Officer

Tarik Hamdan  
Budget & Grant Manager

## 2013-14 Budget Calendar – Preliminary

December 2012	<ul style="list-style-type: none"> <li>x Assumptions and calendar reviewed by Leadership</li> <li>x Budget Council planning begins</li> <li>x Enrollment projections</li> </ul>
January 2013	<ul style="list-style-type: none"> <li>x Budget managers develop department budgets</li> <li>x Staffing budget development – requests due January 25<sup>th</sup></li> <li>x Leadership Council to review staff requests on January 30<sup>th</sup></li> </ul>
February	<ul style="list-style-type: none"> <li>x Staffing budget development continues</li> <li>x Initial staffing costs determined</li> <li>x State preliminary budget is released to the public</li> </ul>
March	<ul style="list-style-type: none"> <li>x Preliminary operating budget developed</li> <li>x State budget monitored; watching for “Fair Funding” changes, if any</li> <li>x Update operating budget for any changes from DPI/State</li> </ul>
April	<ul style="list-style-type: none"> <li>x Preliminary operating budget status presented to Finance Committee</li> <li>x Preliminary operating budget status presented to Board</li> </ul>
May	<ul style="list-style-type: none"> <li>x Updates made to operating budget as staffing progresses, and for any DPI/State budget changes</li> </ul>
June	<ul style="list-style-type: none"> <li>x Preliminary budget presented to Finance Committee</li> <li>x Preliminary budget presented to Board</li> </ul>
July	<ul style="list-style-type: none"> <li>x Estimated revenue limit and state aid allocations released</li> <li>x Budget updated for DPI/State changes</li> <li>x Preliminary allocations distributed to budget managers</li> </ul>
August	<ul style="list-style-type: none"> <li>x Updated operating budget presented to Board at regular board meeting; approval requested</li> <li>x Detailed budget schedules developed</li> </ul>
September	<ul style="list-style-type: none"> <li>x Annual public meeting on the proposed budget; legal notice</li> <li>x Final allocations determined based on 3<sup>rd</sup> Friday counts; budget revised accordingly</li> </ul>
October	<ul style="list-style-type: none"> <li>x Certification of state aid eligibility is received</li> <li>x Formal adoption of the budget occurs at the regular school board meeting (budget must be adopted by November 1<sup>st</sup>)</li> </ul>
November	<ul style="list-style-type: none"> <li>x Tax levy information sent to municipalities (City of Kenosha, Somers, and Pleasant Prairie)</li> <li>x Budget book development</li> </ul>
December	<ul style="list-style-type: none"> <li>x Detailed budget reports due to DPI</li> <li>x Budget book developed and published</li> </ul>

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KENOSHA UNIFIED SCHOOL BOARD  
JOINT AUDIT/BUDGET/FINANCE AND  
CURRICULUM/PROGRAM

KENOSHA UNIFIED SCHOOL BOARD  
CURRICULUM/PROGRAM MEETING  
Educational Support Center – Room 110  
March 12, 2013  
MINUTES

A meeting of the Kenosha Unified Curriculum/Program Committee chaired by Mrs. Taube was called to order at 6:27 P.M. with the following Committee members present: Ms. Stevens, Mrs. Anderson, Mrs. Daghfal, Ms. Santoro, Ms. Galli, and Mrs. Taube. Dr. Hancock was also present. Mrs. Coleman was excused. Mrs. Reed and Mr. Simpkins were absent.

Approval of Minutes – February 12 , 2013 Meeting

Ms. Stevens moved to approve the minutes as presented in the agenda. Ms. Santoro seconded the motion. Unanimously approved.

Information Items

Dr. Sue Savaglio-Jarvis, Assistant Superintendent of Teaching and Learning, and Mr. Paris Echoles, Coordinator of Student Engagement and Equity, presented the Attendance Improvement Means Success (AIMS) Follow-Up Response as contained in the agenda. They indicated that the report was for informational purposes only and in response to a request made at the November 12, 2012, committee meeting for an update on truancy numbers of kindergarten through eighth grade students. Information on the goals of the program, funding, and students served through the program were shared with the Committee.

Ms. Stevens and Ms. Daghfal requested information on the success rate of the program. Dr. Savaglio-Jarvis indicated that the request would be included in the end of the year report of the program.

Dr. Savaglio-Jarvis and Mr. Kristopher Keckler, Executive Director of Information & Accountability, presented the Middle School Mr. Keckler presenta2( )1(pons3( w)16(er) a2( )7(eq)10(ues)



Views and comments by the public were made in regards to the Middle School Honors Report.

Future Agenda Items

Dr. Savaglio-Jarvis indicated that she would be presenting an update on Project Lead the Way next month.

Meeting adjourned at 8:20 P.M.

Stacy Schroeder Busby  
School Board Secretary

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Kenosha Unified School District  
Kenosha, Wisconsin

April 9, 2013  
Curriculum/Program Standing Committee

KENOSHA SCHOOL OF TECHNOLOGY ENHANCED CURRICULUM  
CHARTER CONTRACT

On April 3, 2007, the initial Kenosha School of Technology Enhanced Curriculum (KTEC) school proposal was presented to the Board of Education. At that time, the Board approved a five-year charter contract with KTEC. KTEC is reaching the end of the ~~five~~ charter and is seeking ~~a~~ five-year extension.

The attached contract reflects current instructional and management practices at the school. Annual evaluation of the students' success is reported in the KUSD annual report. KTEC has demonstrated fiscal responsibility throughout the previous contract, and currently "exceeds expectations" according to the Department of Public Instruction school report card.

Administration Recommendation

Administration recommends that the Curriculum/Program Committee ~~for the~~ proposed 2013-2018 KTEC School Contract to the full Board for consideration at its April 22, 2013, Regular School Board Meeting.

Kenosha Unified School District  
Kenosha, WI

Kenosha School of Technology Enhanced Curriculum Contract

This agreement is made as of the 22<sup>nd</sup> day of April, 2013 by and between the Board of Education for the Kenosha Unified School District No. 1 ("Board") and the Kenosha School of Technology Enhanced Curriculum ("KTEC").

Terms of the Contract

The term of the Kenosha School of Technology Enhanced Charter Contract shall be a period of five (5) years commencing on the 1<sup>st</sup> day of July 2013.

It is understood and agreed that the Kenosha School of Technology Enhanced Curriculum will follow all of the established district policies and procedures unless stipulated differently in other provisions in this contract or provided by law.

Sponsors

The sponsors of this contract are the KTEC Governance Board and founding members. The Governance Board is composed of parent and community members. The founding members are Dr. Angela Andersson, Lynette Powers and Sarah McMillian.

Person in Cha



- x Access to up-to-date, primary source material
- x Methods of collecting and recording data
- x Ways to collaborate with students, teachers, and experts around the world
- x Opportunities for expressing understanding via images, sound, and text
- x Learning that is relevant and assessment that is authentic
- x Training for publishing and presenting their new knowledge

The school will use instructional materials consistent with Common Core State Standards. The curriculum will include literacy, science, engineering, and math. Social science concepts will be taught through literacy instruction. Technology will be integrated into the curricular program to provide practice, to assess learning, provide information, as a tool to complete advanced problems, and provide high-quality presentations.

Students often engage in cooperative learning experiences to enhance higher order thinking skills within the curriculum. Through working in collaborative teams, students develop communication, leadership, and teamwork. The school has high expectations for student academic progress and behavior.

All teachers at KTEC attend professional development sessions to build an understanding of the curricular program and culture of KTEC. This training includes information on teaching 21 Century Skills and character education as well as KTEC's literacy and STEM programs.

Co-curricular Courses Technology will be used in each curricular area to enhance student learning and engagement.

**Art:** Each KTEC student will receive a comprehensive art education that includes art making, aesthetics, art history and culture, as well as art criticism. To promote learning in the six Wisconsin Standards categories of knowledge, skills, communication, thinking, understanding, and innovation, students will participate in a variety of artistic activities and projects. Technology will be integrated in art through projects related to graphic design. Curricular connections will be made when appropriate.

**Health:** KTEC requires each middle school student participate in health lessons each year. The lessons focus on the standards set by the Wisconsin Department of Public Instruction and strives to present material with a personalized and individualized approach. Topics include personal wellness, fitness, hygiene, nutrition, stress management and life stages.

**Physical Education:** A quality physical education program is offered to students as part of the KTEC curriculum. Embracing the Standards and Benchmarks set forth by the Wisconsin Department of Public Instruction and the National Association of Sports and Physical Education, lessons are designed to provide activities that are inclusive, highly active, and challenging.

KTEC employs current best practices and technology to integrate physical, academic and

## Governance Structure/Methods to Insure Parental involvement

Governance MethodThe Kenosha School of Technology Enhanced Curriculum Governance Board oversees the attainment of the educational outcomes of the charter school and ensures that the school is in compliance with this Contract and the mission of KTEC. The Governance Board will also assist in securing grant monies and other sources of revenue to deepen the capabilities of the school, approve the annual budget for KTEC, build community relations, and make policies that govern the operations of the school.

The KTEC Governance Board will consist of 7 voting members. The Governance Board will include an ex officio member which will be the principal of the school. Members shall serve 3 year terms which will begin on May<sup>st</sup> and conclude April 3<sup>rd</sup>. There will be no term limit. The Board will reorganize on April 3<sup>rd</sup> of each year which will include swearing in of new Governance Board members and electing new positions. Governance Board members must let the President know by the 2<sup>nd</sup> Tuesday in January if they will be serving an additional term.

Methods to Ensure Parental Involvement Parents are important partners in the educational program at KTEC. The governance structure of the school addresses parent involvement. Parents are involved in the school's Governance Board making them a critical part of the decision making process. Parents are also involved through an active Parent, Teacher, and Student Organization. Parents volunteer in many ways at KTEC. The Governance Board conducts surveys parents about satisfaction with the educational program of their students.

Discrimination The Kenosha Unified School District and by extension Kenosha School of Technology Enhanced Curriculum is an Equal Opportunity Educator/Employer with established policies prohibiting discrimination on the basis of age, race, creed, religion, color, sex, national origin, disability or handicap, sexual orientation, or political affiliation in any educational program, activity, or employment in the District.

## Teacher Qualifications

Teachers at KTEC must meet all KUSD qualifications for employment as well as the requirements established by the Wisconsin Department of Public Instruction. In addition, teachers must demonstrate technical competency and an understanding of 21<sup>st</sup> Century Skills and Science, Technology, Engineering, and Math integration. Some positions require additional, specialized training such as Project Lead the Way.

Employee Status Employees are considered KUSD employees and therefore are entitled to same salary and benefits as other KUSD teachers.

## Student Health and Safety

All health and safety policies will be adhered to including fire and safety drills. OSHA safety procedures will be in place.







Violation of WI Stat 118.40 If the KUSD Board determines that the charter is in violation of Wisconsin Statute 118.40.

Insolvency If the KUSD Board determines that charter's revenues are insufficient to pay its expenses.

Notice

Whenever under this contract notice must or may be given to the other (KUSD or Charter)

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Kenosha Unified School District  
Kenosha, Wisconsin

April 9, 2013  
Curriculum/Program Standing Committee

COMMON CORE: MOVING FROM ADOPTION  
TO IMPLEMENTATION AND SUSTAINABILITY

Background

Global interconnectedness and competitiveness define today's environment, and this new

- x Maximize opportunities for collaboration and capacity building through professional learning.
- x Engage higher education partners.
- x Understand and plan for the coming common assessments in spring 2015.
- x Adopt technology

Over the course of time, what educators have learned is to focus on facilitating the Common Core Standards implementation process and determine what resources and professional development educators need to have in order make the transition. It is imperative to identify and promote educators' awareness, understanding of the Common Core State Standards, and practice.

### Timeline Overview

2011-12

		<p>that provide the learning to increase the rigor in the classroom. In this phase classroom observations will be conducted by members of Teaching and Learning and by school team members to measure effectiveness and provide feedback to educators regarding instructional practices. Within this phase, the professional learning will also focus around the Smarter Balanced Assessment coming in 2014-2015.</p>
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Phase IV will be developed as the Office of Teaching and Learning monitors and adjusts the 2013-14 plan in accordance with the literature and in working in collaboration with schools within Kenosha Unified School District and around the country. Schools will have identified key instructional leaders, grade level classroom teachers, instructional coaches and others to continue to build on the knowledge provided. Each school will need to continue with the support of Teaching and Learning to enhance professional learning via workshops and/or financial support to send staff to classroom strategies for increased rigor (deeper into each standard). Phase IV will need to ensure that Common Core is a major portion of each school's professional learning community's sustainable practices with a clear focus on increased collaboration among educators.

Dr. Michele Hancock  
 Superintendent of Schools

Dr. Sue Savaglio  
 Assistant Superintendent of Teaching and Learning



**APPENDIX A**

**Extending the Common Core Cadre  
2013-2014**

High School	Middle School	Elementary School
x Bradford Dept. Leaders (9)*	Lead Teachers from Each Grade	Instructional Coach and 2 Lead
	Level**	Teachers**
x Indian Trail Dept. Leaders and Current Cadre Members (10)	x Bullen (12)	x Bose (3)
	x Lance (12)	x EBSOLADL (3)
x LakeView Dept. Leaders (3)	x Lincoln (12)	x EBSOLACA (3)
x Reuther Lead Teachers (4)	x Mahone (12)	x Forest Park (3)
x Tremper Dept. Leaders (9)	x Washington (12)	x Grewenow (3)
		x Jeffery (3)
		x McKinley (3)
		x Nash (3)
		x Pleasant Prairie (3)
		x Prairie Lane (3)
		x Roosevelt (3)
		x Somers (3)
		x Southport (3)
		x Stocker (3)
		x Strange (3)
		x Vernon (3)
		x Whittier (3)

Timeline for Common Core Cadre		
Month	Topic	Designer
March 2013	Outline and create Module 1 content and format	ENI/T&L
April 2013	Action Plan presented to district administrators Administrators select cadre teachers	T&L
	Continue to create content and format for Module 1	ENI/T&L
May 2013	Notification sent to Common Core Cadre members Welcome meetings set (after school)	T&L
June/July 2013	Common Core Workshops	T&L with 2012-13 Cadre Members
August 2013	Cadre members plan and implement Common Core learning session at their site using the content from the CCSS workshops held in June/July.	T&L and Cadre
September 2013	CCSS Cadre Session, Module 1	T&L
October 2013	Cadre members plan and implement CC learning session using content from Module 1	Cadre
November 2013	Grade level/department meeting focused on implementation of Module 1 content	Cadre with T&L
December 2013	CCSS Cadre Session, Module 2	T&L
	Cadre Members facilitate Module 2 content at their site	Cadre
January 2014	CCSS Cadre Session, Module 3	T&L
February 2014	Cadre Members facilitate Module 3 content at their site	Cadre
	Grade level/department meeting focused on implementation of Module 2 & 3 content	Cadre with T&L
March 2014	CCSS Cadre Session, Module 4	T&L
April 2014	Grade level/department meeting focused on implementation of Module 2 & 3 content	Cadre with T&L
May 2014	Grade level/department meeting focused on implementation of Module 3 & 4 content	Cadre with T&L





<p>Social Studies</p>	<p>Indian Trail Social Studies  Bradford Social Studies  Tremper Social Studies  LakeView Social Studies  Reuther Social Studies</p>	<p>Washington  McKinley  Jeffery  EBSOLACA  Harvey</p>	<p>March</p>
<p>Student Engagement</p>	<p>Bradford Math  Bradford Science  Bradford English  Bradford Social Studies</p>	<div style="border: 1px solid black; height: 50px; width: 100%;"></div>	

**The Department of Teaching and Learning:  
Implementation of the Common Core State Standards in KUSD  
Timeline**

Phase I: Creating Readiness 2011-2012		Phase II: Building Understanding 2012-2013		Phase III: Putting Standards into Practice 2013-2014	
Building Awareness		Understanding the Implications of CCSS		Understanding Implementation of CCSS	
January-March 2011	<i>Facilitators</i> x Literacy & Math Coordinators <i>Audience</i> x Teachers at each school x Principals x Instructional Coaches <i>Topics</i> x Presentations at each building x Understand the impetus of the CCSS x Identify the major shifts in instruction x Connections between CCSS and KUSD transformation plan x Study of Understanding by Design	July-September 2012	<i>Facilitators</i> x Content Coordinators <i>Audience</i> x 7 <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>		

**The Department of Teaching and Learning:  
Implementation of the Common Core State Standards in KUSD  
Timeline**

Phase I: Creating Readiness 2011-2012		Phase II: Building Understanding 2012-2013		Phase III: Putting Standards into Practice 2013-2014	
June-July 2012	<i>Facilitators</i> x Math, Literacy & Social Studies Coordinators <i>Audience</i> x Participants in PD course offering x Teachers attended in teams <i>Topics</i> x Developing units of study	November 2012- Present	<i>Facilitators</i> x Content Coordinators <i>Audience</i> x Selected teachers formed a Common Core Cadre <i>Topics</i> x Observation and coaching of teachers x Monthly meetings x Support of cadre members as they lead building-level CCSS conversations at department mtgs.	September 2013-May	

**Putting Standards into Practice  
2013-2014**

“Deeper Dive into the Common Core –  
Literacy in All Content Areas” Workshop  
Explain required shifts in curriculum  
Demonstrate CCSS-based instruction

February 2013  
April 2013

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## **The Department of Teaching and Learning:**

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**Kenosha Unified School District  
Kenosha, Wisconsin**

**April 9, 2013  
Curriculum/Program Standing Committee**

**MIDDLE SCHOOL SCIENCE, TECHNOLOGY, ENGINEERING, AND MATH**

- 2) Energy and the Environment,
- 3) Flight and Space,
- 4) Medical Detectives,
- 5) Magic of Electrons, and
- 6) Science of Technology.

The first phase implementation for the 2013-14 school year includes offering Design and Modeling at all three grades, Green Architecture at grade 7, and Automation and Robotics at grade 8. Design and Modeling is offered at all grade levels in year 1 to give all students the opportunity to take the unit.

The second phase implementation for 2014-15 includes Design and Modeling at grade 6 only, Green Architecture plus an additional specialized unit at grade 7, and Automation and Robotics plus an additional specialized unit at grade 8. The goal is to provide all of the Gateway to Technology units after a three-year cycle. The following chart outlines the implementation:

	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
<b>GRADE</b>	<b>STEM GATEWAY TO TECHNOLOGY UNITS</b>	<b>STEM GATEWAY TO TECHNOLOGY UNITS</b>	<b>STEM GATEWAY TO TECHNOLOGY UNITS</b>
6	Design and Modeling	Design and Modeling	Design and Modeling + New Unit
7	Design and Modeling + Green Architecture	Green Architecture + New Unit	Green Architecture + Unit + New Unit
8	Design and Modeling + Automation and Robotics	Automation and Robotics + New Unit	Automation and Robotics + Unit + New Unit

The Carl Perkins Grant is the primary funding source, and approximately \$110,000 of this grant will be allocated to the project. The Office of Career and Technical Education's budget will be earmarked for the remaining \$43,000 expenditures.

This is an informational report.

Dr. Michele Hancock  
Superintendent of Schools

Dr. Sue Savaglio-Jarvis  
Assistant Superintendent of Teaching and Learning

Mr. Mark Hinterberg  
Coordinator of Social Studies and Career and Technical Education