

Board Consent Agenda



Board of Education

Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

RACINE UNIFIED SCHOOL DISTRICT

OFFICIAL PROCEEDINGS

Michael Frontier, President

Dennis Wiser, Vice President

Racine, Wisconsin

July 25, 2016

A meeting of the Board of Education of the Racine Unified School District of Racine County, Wisconsin was called to order at 6:32 p.m. on Monday, July 25, 2016.

2. ROLL CALL

The following Board members were present: Michelle Duchow, Michael Frontier, Matthew Hanser, Steven Hooper, John Heckenlively, Julie L. McKenna, Don J. Nielsen, Dennis Wiser, and Robert Wittke, Jr.

Also present: Lolli Haws, Superintendent of Schools; Rosalie Daca, Chief Academic Officer; Wendy Rowley, Executive Director, Accountability; Dave Hazen, Chief of Operations; Julie Landry, Chief of Human Capital; and Darlene Gallup, Recording Secretary.

3. APPROVAL OF THE AGENDA

Mr. Hanser moved, Mr. Heckenlively seconded, to approve the agenda. All were in favor. The motion to approve the agenda was passed.

4. RECOGNITIONS

There were no recognitions conducted.

5. REPORTS ON STUDENT ACHIEVEMENT

a. MAP K-8 Reading and Math Progress

Dr. Haws, Ms. Daca and Ms. Rowley provided a report on the results of how students did the past year in the District and in comparison with the state. A PowerPoint presentation on Measures of Academic Progress (MAP) K-8 Reading and Math Progress targets and data was used for the presentation. Major points of the presentation included:

- Measures of Academic Progress
- MAP Reading 3 Year Spring Trend (Percent of Students At/Above the National Average)
- MAP Math 3 Year Spring Trend (Percent of Students At/Above the National Average)
- 2015-16 MAP Fall to Spring (Percent of Students At/Above the National Average)
- 2015-16 MAP Reading Fall to Spring (Percent of Students At/Above the National Average by Grade)
- 2015-16 MAP Math Fall to Spring (Percent of Students At/Above the National Average by Grade)

Board Requests:

- Would like to see the results presented by Race as well (These are included in monitoring reports provided to the Board)
- Want to make sure principals/teachers are aware of the data (This data is studied by the Data Teams at the data retreat conducted each year.)

b. PALS Early Literacy Progress

Ms. Daca and Ms. Rowley provided a report on the results of how students are doing in the District and in comparison with the state using a PowerPoint presentation on Phonological Awareness Literacy (PALS) progress targets and data. Major points of the presentation included:

- PALS 3 Year Spring Trend Percent of Students at Spring Benchmark
- PALS 3 Year Spring Trend by Grade Percent of Students at Spring Benchmark
- 2015-16 PALS Fall to Spring Percent of Students at Benchmark

Key Points

- Reading = 404 more students at/above the national average in grades 5K-8 on the MAP this year alone
- Math = 277 more students at/above the national average in grades 5K-8 on the MAP this year alone
- K, 1, 2 are showing significant increases in the number of students at/above the national average
- Work will continue in the upper elementary and middle school grades
- More students are entering Kindergarten ready to succeed

Next Steps

- New Math curriculum with resources aligned to common core
- Common formative assessments for math
- ELA curriculum review team starting to write new curriculum aligned to common core
- Refining Response to Intervention (RtI)
- Expand Professional Development to support instruction

6. SUPERINTENDENT'S REPORT

a. Summer Graduation Commencement Ceremony

Dr. Haws provided a brief report on the Summer Graduation Commencement Ceremony. There will be 30+ students participating in the commencement this year (Case -3; Horlick – 23; Park – 8).

b. New School Dedications

Dr. Haws reminded the Board, audience, and community about the upcoming new school dedications on: August 18, Knapp, 4:30- 6:30 p.m.; August 24, O. Brown, 5 - 7 p.m.; August 31, Gifford, 2:30 - 5 p.m.

c. School Open Houses

Dr. Haws said this year there are three nights set for school open houses. They are scheduled for:

- Elementary Schools, August 31 (5 – 7 p.m.)
- Middle Schools, September 6 (5 – 7 p.m.)
- High Schools – October 10 (6-8 p.m.)

7. BOARD COMMITTEE REPORTS

a. Audit Committee

Mrs. McKenna reported that the Committee met on July 18, 2016 and went over the financial reports and updates. The Committee will meet again on August 8 and will revisit the budget documents

including some possible new formats. The Committee will begin to learn more about the different parts of the budget beginning with the Instructional Program budget breakout.

b. Legislative Committee

Mr. Wittke reported that the Committee met on July 11, 2016. The Committee looked at the Legislative update, Wisconsin Assembly Task Force, Every Student Succeeds Act (ESSA), legislation for school meals, Career/Technology education legislation, special needs scholarship program, State Transportation fund fix, and Milwaukee Public School's plans for failing schools. The Committee also looked at the calendar for meets with local municipalities and legislators. The Committee discussed priorities around special education, early childhood and mental health funding opportunities. The Committee meets again August 1.

c. Board Governance Committee

Mr. Hanser reported that the Committee met on July 12, 2016. The Committee did a quick review of Board budget, looked at not what is measured but rather how it is measured so it is easier to streamline and follow through. The Committee meets again on August 9.

d. Guiding Coalition

The Guiding Coalition has not met.

8. BOARD DEVELOPMENT

a. Plans and Timeline for REAL School Build Out

Mr. Hazen provided a brief update and timeline on the REAL School build out next steps including:

- Assign an architect
- Assign a construction manager
- Staff design of the building
- Cost determination and working with Marc Duff on budget and financing
- Construction
- During whole process programming will take place (working with Mr. Thielen, Ms. Daca and Gateway personnel) for how the program will be integrated with the IMET
- Update to the Board at August work session on progress of selection of the architect
- If all goes well, Board will have the selection for vote at the August 15 Board meeting
- The plan is for the construction manager selection update to come to the August work session and to the Board for approval at the September Board meeting
- In January, the proposed financing will come to the Board and the Board will be asked to vote on it at the second meeting in January

9. PUBLIC INPUT

There no comments made by the public.

10. OPERATIONAL EXPECTATIONS

There were no items of Operational Expectations presented.

11. ACTION ITEMS

a. Approval of Employee Handbook Changes

- **10.8 Include Counselors in Summer School Pay**
School counselors were inadvertently omitted from the summer school compensation provision. This was an oversight and is being corrected with this revision.
- **12.1.1 Clerical Vacation Adjustment**

This is an adjustment to match the changes in clerical work weeks.

- **9.2 Long-Term Disability Adjustment**

The Board of Adjustments has agreed upon a change in the long-term disability plan which will net a savings of approximately \$140,000 annually.

Mr. Hanser moved, Mr. Wittke seconded, to separate the Approval of Employee Handbook Changes agenda item into three separate votes. All were in favor, the motion passed.

10.8 Summer School Compensation

Dr. Haws explained this was a simple clerical error when this Handbook change was made. It read as if the District is not paying counselors at the same rate as teachers for summer school. That was not the intent and this corrects that error.

Mr. Hanser moved, Mr. Wittke seconded, to approve the summer school compensation correction. Ayes – 9 (Duchow, Frontier, Hanser, Heckenlively, Hooper, McKenna, Nielsen, Wisner, Wittke). Noes – 0. Absent – 0. The motion to approve passed.

12.1.1 Clerical Vacation

Ms. Landry explained that this language change states clerical staff's vacation days would be prorated so each month they could accrue vacation versus only having one day or three days the whole year.

Mr. Wittke moved, Mr. Heckenlively seconded, to accept the correction as stated by Ms. Landry. All were in favor. The motion to approve passed.

9.2 Disability Benefit Plan

Ms. Landry explained this change is a result of the work by the Board of Adjustments. It changes the long-term disability coverage to 70% of the employee salary versus 90% of the salary.

Mr. Hanser moved, Mr. Nielsen seconded, to accept the change as presented by Ms. Landry to change the District's long term disability coverage to 70% of the employee salary versus 90%. Ayes – 8 (Duchow, Frontier, Hanser, Heckenlively, McKenna, Nielsen, Wisner, Wittke). Abstain – 1 (Hooper). Noes – 0. Absent – 0. The motion to approve passed.

12. BOARD CONSENT AGENDA

- Board Meeting Minutes of June 20, 2016**
- Executive Session Minutes of June 20, 2016**
- Special Board Meeting Minutes of July 11 2016**
- Work Session Minutes of June 15 and July 11, 2016 (Attachments A and B)**
- Audit Committee Minutes of June 13, 2016 (Attachment C)**
- Governance Committee Minutes of June 14 and 20, 2016 (Attachment D and E)**
- Legislative Committee Minutes of June 6, 2016 (Attachment F)**
- Continued Professional Development with Dennis Cheesebrow, TeamWorks International**

Mr. Wisner moved, Mr. Hooper seconded, to approve the Board Consent Agenda Items 12 (a-h). All were in favor. The motion passed.

13. SUPERINTENDENT CONSENT AGENDA

- Personnel Changes**
- Monthly Financial Statements for June, 2016**
- Incidents by Students to Staff for June, 2016**
- Annual Adoption of Academic Standards**

e. **Administrative Regulation 6142.1 (Credits for Graduation)**

Mr. Heckenlively moved, Mr. Wittke seconded, to approve the Superintendent Consent Agenda Items 13 (a-e). All were in favor. The motion passed.

14. REFERRALS – No Referrals

15. ADJOURNMENT

Mr. Nielsen moved, Mr. Hanser seconded, to adjourn. All were in favor. The motion to adjourn the meeting passed at 7:28 p.m.

BOARD DEBRIEFING OF THIS EVENING’S MEETING

There was no debriefing conducted this evening.

Signed: _____
Robert Wittke, Jr., Clerk

Signed: _____
Lolli Haws, Secretary



Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

ATTACHMENT A
Board of Education

WORK SESSION

MINUTES

Michael Frontier, President

Dennis Wisner, Vice President

Racine, Wisconsin

June 15, 2016

On Wednesday, June 15, 2016, the Board of Education of the Racine Unified School District of Racine County, Wisconsin, called to order for the purpose of a Board Work Session at 6 p.m.

The following Board members were present: Michelle Duchow, Michael Frontier, John Heckenlively, Steven Hooper, Don J. Nielsen, and Robert Wittke, Jr. Absent: Matthew Hanser, Julie McKenna, Dennis Wisner.

Also present: Lolli Haws, Superintendent; Marc Duff, Chief Financial Officer; Dave Hazen, Chief of Operations; Julie Landry, Chief of Human Capital; Stacy Tapp, Chief of Communication and Community Engagement; Dan Thielen, Chief of Secondary School Transformation; Tim Peltz, Chief Information Officer; and Darlene Gallup, Recording Secretary.

1. Energy Efficiency Performance Contract

Mr. Hazen presented the Energy Efficiency Performance Contract agenda item. This contract will be used to do energy projects outside the revenue cap. The District has used Johnson Controls and Trane for its performance contracts in the past. Major points of Mr. Hazen's PowerPoint presentation included:

- Performance Contracts – What are they?
- District's Past Use of Performance Contracts
- Impact on the Referendum and General Budget
- Impact on Taxes
- Board Direction on Utilizing a Performance Contract for Jerstad-Agerholm School's HVAC

Additional Discussion Comments

- Jerstad-Agerholm is a sound facility and the energy savings with this contract would be a worthwhile consideration
- Air conditioning will be considered as part of the contract or as with a bundled funding
- Vendors have to guarantee the energy savings in order to do the work

2. FY17 Preliminary Budget

Mr. Duff and Dr. Haws presented an overview of the Preliminary Budget in preparation for the Board to approve on Monday, June 20, 2016. Major topic headings of the PowerPoint presentation included:

- Budget Development Process (What and when of the process)
 - From now until October the budget gets more and more detailed
 - August, Annual Budget Hearing

- October-November, Final Budget and Levy Approval by the Board
- Preliminary Budget – All Funds Revenues
- FY17 Preliminary Budget Revenues
- FY17 Projected Levy Comparison of Peer Districts
- FY17 Budget Expense Projections (New Expenses, Increases/Savings, Decreases/Savings)
- Preliminary Budget – All Funds Expenditures (Instructional Spending) Planning needs to take place for technology updates
- Preliminary Budget – All Funds Expenditures (Support Services, Non-program transactions)
- All Fund Expenditures FY17 by Function Chart
- FY17 Expenditures by Object Chart (Spending 77.1% on people-Salaries & Benefits)
- Preliminary Budget – Unmet Priorities (Teacher subs, additional social workers and counselors, continuation of school furniture replacement, Digitizing records and archives, additional Educator Effectiveness/Teacher Coaches, Technology support staff in schools, Phone handsets for all schools)
- Budget Highlights with Significant Property Tax Decrease
 - School/classroom behavior needs:
 - Intensive Needs classroom expansion (2 ES, 1 MS, 2 HS)
 - Mental health clinic expansion (Fratt & Knapp)
 - Re-vamped police support model with VFZ coordination
 - New Montessori and expanded P-COC
 - New K-algebra II Math Curriculum
 - Expanded PD, especially AP teachers
 - Launch the Academies of Racine
 - Expansion of Project Lead The Way (PLTW)
 - Parent engagement & communication enhancements
 - Compensation increased CPI/Steps/Levels
 - Class sizes maintained at a lower level
 - Sportsplex build out for REAL School
 - Possible Jersstad-Agerholm Performance Contract
 - Three newly constructed and furnished schools opened
 - Technology Upgrades for Schools (Copy machine lease renewal, enrollment kiosks at schools, etc.)
 - \$1M referendum set aside for technology & Career Academy Equipment
 - Reduced open enrollment costs

Final Comments:

- Dr. Haws said that the District will still have a \$1M deficit
- Would like to see more ownership at the Board level in making prudent decisions
- Appreciate the work on this budget
- Unmet priorities concern – of them, which are a higher priority? (Response - they are pretty much in order of priority on the list presented)
- Mr. Peltz talked about a potential application process for resolving technology issues at the school level
- Concern - There is more need for social workers at the high school level. (The current planned increase is meant to have a social worker at all schools all the time)
- Might be worthwhile to see over the next year if we can set up a contingency fund for handling extra costs like steps and levels

- Instead of looking at one particular method, we need to look at the ways of keeping our best staff here (salary schedules and recognitions)
- The District is in the process of switching to a new budget process
- Recommend keeping the last page of the PowerPoint to use as talking points when talking to people about the budget
- Board has an opportunity to make this an even stronger budget

Adjourn

The session ended at 7:46 p.m.



ATTACHMENT B

Board of Education

Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

WORK SESSION MINUTES

Michael Frontier, President

Dennis Wisner, Vice President

Racine, Wisconsin

July 11, 2016

Following a special meeting of the Board of Education of the Racine Unified School District of Racine County, Wisconsin, a Board Work Session took place at 6:06 p.m. on Monday, July 11, 2016.

The following Board members were present: Michelle Duchow, Matthew Hanser, John Heckenlively, Steven Hooper, Julie McKenna, Don J. Nielsen, Dennis Wisner, Robert Wittke, Jr. Absent: Michael Frontier.

Also present: Lolli Haws, Superintendent; Julie Landry, Chief of Human Capital; Dave Hazen, Chief of Operations; and Darlene Gallup, Recording Secretary.

5. Work Session

a. Staffing Update

Ms. Landry briefly reviewed the statistics on staffing including:

i. Administrative Staffing

- There have been 13 administrators resigned this year
- Have hired a number of principals, assistant principals and program administrators
- Have done a lot of hiring from within for leadership positions
- All school based administrator positions have been filled and will be ready to start July 11, 2016
- Special education supervisors have been hired
- New Alternative Education administrator has been hired and is already working

ii. Teacher and Other Vacancies

- Current vacancies (resignations, retirements, and filling of vacancy processes.
- Typically hire about 150 teachers a year
- Attendance clerks have all be assigned places

b. Update on Readiness of New School Facilities

Dr. Haws and Mr. Hazen presented an update on school readiness. Mr. Hazen commented:

- All schools are on schedule to open on time
- O. Brown
 - will be open this or next week

- Groundbreaking is scheduled
- Gifford
 - Scheduled to open in August and are on schedule
 - There will be a traffic signal on the east entrance (the one used by parents)
- Knapp (a little ahead of schedule)
 - Already occupied
 - Old building is already starting to be dismantled
- Furniture schedule (Finished deliveries near the end of July and put in place in August)
- Will include the parents within the school boundaries for the dedication ceremony
- Budget is on track

c. Criteria for School Closure Decisions

Discussion centered on long term building issues and criteria/guidelines for potential facility closures for savings purposes. Specific schools were not considered. Comments included:

- Enrollment has decreased yearly and cost of keeping schools open is costly
- Are there facilities (programs) that could be considered for closure based on things like age, location, maintenance, etc.
- Mr. Hazen provided a possible process for determine criteria to do find possible savings
- Previously there was a committee that created a set of criteria for possible school closures (Rubric for Right-Sizing/Closure of Schools). This kind of rubric could be used for the same work now. The list included:
 1. Alternatives uses for school building (instructional)
 2. What is physical condition of building (10= good/1= poor)
 3. How large of attendance area is needed to populate school (10= less sq. miles/ 1= more sq. miles)
 4. What is the condition of the security system and controlled access?
 5. What is the state of technology infrastructure (wireless and electrical outlet capacity)?
 6. What is the state of ADA compliance (10= elevator, ramps, single floor/ 1= multi-story, no elevator)
 7. How many students will be disrupted will there be of children who will switch their schools?
 8. Is there impact on SAGE program?
 9. Will 220 aid be Impacted?
 10. Will competitiveness of RUSD with voucher and open enrollment schools be improved?
 11. What is the ease of transitioning staff? (10= easiest/1= most difficult)
 12. What is the cost transporting students? (sidewalks, hazardous conditions, density of walking population)
 13. What amount of facility improvements due to change? (10= most versatile)
 14. What is the current level of student achievement (10= highest)
 15. Is the school in a growth area?
 16. How accessible is school for parent/guardian involvement (attendance, bus routes, parking lot, walking distance)
 17. Is there a positive school climate based on the climate survey?
 18. What is the readiness of the school leadership team (data/payday) to implement innovations?

Boundary questions

19. Assess building capacity - (schools ability to absorb additional students)
determine/project classroom capacities
20. Will Impact on SES (Title 1a funding impact)
21. Assess costs of moving and related needs

- Building on Strategic Directions (PowerPoint slide of things to be considered from the Facilities Committee)
 - Maintain property with consideration for location and capacity for 10 years out
 - Maintain Capacity for current enrolled population with consideration for 5 years out
 - Move to renew condition of school facilities to a “facility condition index” of no greater than 20%
 - Move to size elementary buildings to function with a minimum of three sections at each grade level.
 - Move to house 4K at all elementary schools
 - Maintain least one competition sanctioned sports facility in the district for the major sports of football, soccer, track and field, volleyball, basketball and swimming
 - Maintain infrastructure that supports relevant operational and educational technology
 - Safety
- Board responses to the questions - What does the board want to include as considerations for closing of schools/programs?
 - Cost per pupil at each site (including transportation and staffing, is there room for students to go elsewhere?)
 - What are we looking at in terms of growth assumptions
 - What grade levels are decreasing (tracking by levels and by buildings)
 - Review SEWRPC (Southeastern Wisconsin Regional Planning Commission) information
 - Which schools/programs have waiting lists? (Could we separate a program from a building – are parents choosing programs over buildings?)
 - Do any buildings need changes to fit new changes/needs/services in mental health, early childhood, special education, etc.?)
 - Projection of technology needs (might only have an 18 month projection available because it all changes so quickly)
 - Are there buildings that could be converted into a 3 section schools?
 - Burden to close schools should not fall on any one particular group. Must be done in an equitable fashion
 - Basing it on school performance would be difficult (unless due to decreased enrollments or because of environmental issues that you can link to academics – e.g., going up and down stairs). Mr. Hazen will send out a previously constructed condition report.

d. Next Steps for Performance Contract for HVAC Work at Jerstad-Agerholm

Dr. Haws talked about the performance contract saying it is technical and it is important the Board understands it. The boiler at Jerstad is huge and costly. This appears to be the best way to take care of this issue because taxes are going down right now, there is \$5M available from the referendum and \$2M available in the budget but there is not enough to do all the maintenance needed in the district.

Mr. Hazen provided a brief review of performance contracts. Major sections of his PowerPoint included:

- What performance contracts are (what they can do, what they can't do, what is required to qualify)
- Past use of performance contracts (Johnson Controls and Trane)
- Impact on the Referendum and General Budget
- Impact on Taxes
- Board Direction on Utilizing a performance Contract for Jerstad-Agerholm School's HVAC
- Next Steps
 - Use the existing contracts with Johnson Controls or Trane
 - Ask Trane and Johnson Controls to prove a Project Development agreement, include air conditioning as an alternative scope of work
 - Bring recommendation to the Board for vote on which contract to proceed with
 - Schedule work – possible 2 year contract, summer of 2017 and 2018
- Energy savings are guaranteed over time. The energy savings do not pay for the projects completely but does allow the District to keep funds separate and available for other projects. It is important to know that this funding does not have to fit under the budget cap.
- A downside to using performance contracts is that because the vendor has to guarantee an energy savings, that gets included in the cost of the contract
- Need to think about whether the District wants to add the air conditioning option and consider if it the most prudent thing to do?
- Doing a full blown RFP instead could result in timing issues. Johnson Controls and Trane have done these before and are familiar with the process. They will give fair pricing and look at local and minority hiring.
- Be sure to ask Mr. Hazen any additional questions prior to this being on the Board agenda
- Johnson Controls and Trane will present their contracts to the Board

e. Budget Update

Dr. Haws and Mr. Duff provided an update on the budget. A handout, "FY17 Budget Assumptions Tracking Report" was shared and reviewed. The document includes information regarding enrollment, expenses, revenues, staffing, voucher levy, property valuation, state general aid, tax levy changes and performance contract levy, budget balance to date, property tax rate estimate and dedicated carryover funding. This is a draft document and will continue to be updated so the Board can see how it changes each month and more and more accurate information is included. Mr. Duff's presentation comments included:

- We will be well into the school year before final numbers get filled in
- A continued tax decrease is projected or stabilized but that will depend on legislation
- We are currently at a \$1.175M deficit
- August 15, 2016, will be the public hearing on the budget (there is flexibility on when that is done)

The session ended at 7:31 p.m.



Racine Unified School District

3109 Mt. Pleasant Street, Racine, Wisconsin 53404

**BOARD OF EDUCATION
AUDIT COMMITTEE MEETING
MINUTES**

June 13, 2016

The Board of Education Audit Committee meeting of Monday, June 13, 2016, was called to order at 5:05 p.m.

3. Approval of Audit Committee Minutes of April 11, 2016

Mr. Hooper moved, Mr. Wittke seconded, to approve the minutes of the April 11, 2016, Committee meeting. All were in favor. The minutes were approved as presented.

4. Review and Provide Recommendations on GC-5 Board Audit Committee Policy

Mrs. McKenna reviewed the GC-5(a-c) Audit Committee policy (Purpose/Charge, Reporting Schedule and Authority over Resources). Mr. Duff reviewed the budget timeline.

GC-5(5) Audit Committee

- a. Purpose/Charge as per BOE Policy GC-5
 1. Auditor selection completed a couple months ago
 2. Next financial audit completion scheduled for October or November, 2016
 3. No auditor reported allegations of fraud or violations noted for a long time
 4. No auditor reported concerns pending
 5. Financial oversight conducted each month with the chief financial officer
- b. Financial oversight conducted each month
- c. No action needed

Dr. Haws talked about possibly dropping School Financial Reports from the monthly Audit Committee agenda since they have greatly improved.

Dr. Haws and Mr. Duff briefly explained the items that typically administration brings to the Committee related to the budget including budget development, status, and potential need for communications with legislators.

5. Monthly Financial Update

Mr. Duff provided copies of the Monthly Financial Update packet and reviewed the reports' components (line items). Major discussion and report points included:

- Review of the standard reports and the various funds that are provided each month (General, Special Education, Food Service, Maintenance, Taxes, etc.)
- All Governmental Funds (Revenues and Expenditures by categories)
- Fund 10 – General Fund
- Fund 27 – Special Education Fund
- Fund 50 – Food Service Fund

Mr. Wittke asked for Mr. Duff to consider putting in an over/under percentage (tolerance level)

when something looks off and needs to be brought forward to the Committee.
Mr. Wittke asked for consideration of providing a descriptive chart of accounts that is more reader friendly to an outside reader of the accounts.

Mr. Duff and Dr. Haws provided an explanation of special education and Medicaid expenses and reimbursements.

- Balance Sheet (summary and detailed) explanation
 - Mr. Duff is working on a month to month comparison report)
 - Cash flow management and receipts that come in after the fiscal year is over)
 - Categories that get reported to the Board
- Utilities Report (explanation of new chart and table version)

6. School Financials Report

Mr. Duff reported on the School Financials Report. Again it was noted that the reports have greatly improved with schools now reporting in a timely manner.

7. Other Concerns

Mr. Duff said the Medical Report was just received. The report shows cost trends. Currently, the District is at 93% of projected expenditures. Remaining final payments will be in this month.

The Dental Report shows the District is running higher than expected (101%).

8. Public Comments

There were no public comments.

9. Adjourn

Mr. Wittke moved, Mr. Hooper seconded, that the meeting be adjourned. All were in favor. The meeting adjourned at 6:02 p.m.

Others Present:

Marc Duff, Chief Financial Officer
Lolli Haws, Superintendent
Don Nielsen, Board Member
Darlene Gallup, Executive Assistant
John Heckenlively, Board Member
Michelle Duchow, Board Member

Respectfully submitted,

Julie L. McKenna, Chair (Present)
Steve Hooper, (Present)
Robert Wittke, Jr. (Present)
Michael Frontier, Ex Officio (Present)



ATTACHMENT D
Board of Education

Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

BOARD OF EDUCATION
GOVERNANCE COMMITTEE
June 14, 2016

MINUTES

1. Call to Order

The Racine Unified School District Board of Education Governance Committee meeting of Wednesday, June 14, 2016, was called to order at 5:04 p.m.

2. Selection of Committee Chair

Mr. Wiser nominated Matthew Hanser as chair of the Governance Committee. Mr. Heckenlively seconded the nomination. All were in favor. Mr. Hanser took his place as chair of the Governance Committee.

3. Approval of Governance Committee Minutes of March 14, 2016

Mr. Wiser moved, Mr. Heckenlively seconded, to approve the minutes of the March 14, 2016, Governance Committee meeting. All were in favor. The minutes were approved.

4. Set Next Meeting Date and Agenda

The next meetings of the Governance Committee will be Monday, June 20 at 5:30 p.m., and Tuesday, July 12, 2016 at 5 p.m. Agenda items for the June 20 meeting will include:

- Approval of the June 14, 2016 Committee Meeting Minutes
- Recommendation: Policy for selection of Board members in the event of vacancy
- Recommendation to Board for Approval of Three Work Sessions with Dennis Cheesebrow

5. Public Comments

There were no comments made by the public.

6. Adjourn

Mr. Hanser moved, Mr. Heckenlively seconded, to adjourn. All were in favor. The session ended at 5:11 p.m.

Others Present:

Lolli Haws, Superintendent
Tom Fineran, Dir. of Member Services & Representation, REA
Darlene Gallup, Executive Assistant

Respectfully submitted,

Matthew Hanser, Chair (Present)
John Heckenlively (Present)
Dennis Wiser, (Present)
Robert Wittke, Jr. (Absent)
Michael Frontier, Ex Officio (Present)

Governance Committee



Board of Education

Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

**BOARD OF EDUCATION
GOVERNANCE COMMITTEE
June 20, 2016**

MINUTES

7. Call to Order

The Racine Unified School District Board of Education Governance Committee meeting of Monday, June 20, 2016, was called to order at 5:31 p.m.

8. Approval of Governance Committee Minutes of June 14, 2016

Mr. Heckenlively moved, Mr. Wittke seconded, to approve the minutes of the June 14, 2016, Governance Committee meeting. All were in favor. The minutes were approved.

9. Recommendation Policy for Selection of Board Members in the Event of Vacancy

The Committee discussed the proposed language in Referral #7-2015-Corrected Page 2. Mr. Hanser recommended that the statement in subsection #8, "...two final candidates" be struck. Instead, the following changes were presented and discussed by the Committee for replacing Sections 8 and 9 of the revision proposed on October 19, 2015 with the following:

- 8) The Board president will not vote for a candidate to fill a vacancy unless the votes of the remaining Board members result in a tie vote between candidates.
- 9) If no candidate receives a majority of the votes, the two candidates with the greatest number of votes will proceed to a next round of voting. In the case of ties, more than two candidates can advance.

Mr. Heckenlively moved, Mr. Wittke seconded, to recommend the Board adopt the language as proposed for GC-2E(G)(8 and 9) as presented. All were in favor. The motion passed.

This recommendation is on the agenda for tonight's Board business meeting agenda (Action Item #11(i)).

10. Recommendation: Approval of Three Work sessions with Dennis Cheesebrow

Mr. Wittke moved, Mr. Heckenlively seconded, to recommend the Board approve continued work sessions with Dennis Cheesebrow for an additional 3 sessions (September 22, October 5 and October 19, 2016). All were in favor.

11. Set Next Meeting Date and Agenda

The next meeting of the Governance Committee will be July 12. Agenda items will include:

- Coordinate with Dennis Cheesebrow on agendas for work sessions on July 14, August 31, September 21 and 22, and October 5 and 19.
- Board Budget

12. Adjourn

Mr. Heckenlively moved, Mr. Wittke seconded, to adjourn. All were in favor. The session ended at 5:45 p.m.

Others Present:

Lolli Haws, Superintendent

Don Nielsen, Board Member

Pat Meyer, Executive Assistant

Tom Fineran, REA Dir. of Member Services and Representation

Respectfully submitted,

Matthew Hanser, Chair (Present)

John Heckenlively (Present)

Robert Wittke, Jr. (Present)

Dennis Wiser, (Absent)

Michael Frontier, Ex Officio (Present)

Julie McKenna arrived at 5:45 p.m.

Governance Committee



Racine Unified School District

3109 Mt. Pleasant Street, Racine, Wisconsin 53405

**LEGISLATIVE COMMITTEE
June 6, 2016
Administrative Service Center, Franklin Room**

MINUTES

The Racine Unified School District Board of Education Legislative Committee meeting of Monday, June 6, 2016, was called to order at 5:32 p.m.

3. Selection of Committee Chair

Dennis Wisner nominated Robert Wittke and John Heckenlively nominated Julie McKenna. By show of hands, Mr. Wittke received 3 votes and Mrs. McKenna received 2 votes. Mr. Wittke assumed his place as chair of the Legislative Committee.

4. Approval of Legislative Committee Minutes of March 7, 2016

Mr. Wisner moved, Mr. Nelson seconded, to approve the minutes of the March 7, 2016, Legislative Committee meeting. All were in favor. The minutes were approved.

5. Set Next Meeting Date and Agenda

The next meeting will be July 11, 2016, at 5 p.m. Future agenda items will include:

- Approval of the June 6, 2016, Minutes
- Discuss Meeting with Caledonia Board
- Discuss Establishing a Committee Working Calendar Aligned With Board Calendar
- Discuss Inventory of State Representative Contacts
- Election Cycle (Short term lobbying issues; Urban District Task Force, local business and community stakeholder interests)

Mr. Hanser joined the meeting at 5:40 p.m.

Ms. Duchow arrived at 5:41 p.m.

6. Public Comments

Dr. Haws reported a meeting with local legislators is being arranged at Wingspread similar to what was done in previous years.

7. Adjourn

Mr. Heckenlively moved, Mr. Wisner seconded, and with no objections heard, the meeting adjourned at 5:42 p.m.

Also Present:

Lolli Haws, Superintendent

Dave Hazen, Chief of Operations

Respectfully submitted:

Robert Wittke, Chair (Present)

John Heckenlively (Present)

Michelle Duchow, Board Member
Matthew Hanser, Board Member
Darlene Gallup, Executive Assistant

Julie L. McKenna (Present)
Don J. Nielsen (Present)
Dennis Wiser (Present)
Michael Frontier, Ex-Officio (Present)

Legislative Committee



Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

RACINE UNIFIED SCHOOL DISTRICT

OFFICIAL PROCEEDINGS

Michael Frontier, President

Dennis Wiser, Vice President

Racine, Wisconsin

July 25, 2016

A special meeting of the Board of Education of the Racine Unified School District of Racine County, Wisconsin was called to order at 6:04 p.m. on Monday, July 25, 2016, with the following members present: Michelle Duchow, Michael Frontier, Matthew Hanser, John Heckenlively, Steven Hooper, Julie L. McKenna, Don J. Nielsen, Dennis Wiser, and Robert Wittke, Jr.

Also present: Lolli Haws, Superintendent; Andrea Rittgers, Director of Student Services (Left at 6:10 p.m.); Dave Hazen, Chief of Operations; and Darlene Gallup, Recording Secretary.

The Board of Education met in open session for the sole purpose of considering a motion to adjourn to Executive Session per Wisconsin Statute for the purpose of Student Suspensions and Expulsions - 19.85(1)(f) and 120.13(1)(c)4.d and Real Estate Matter - 19.85(1)(e).

Mr. Wiser moved, Mr. Hanser seconded, to adjourn to Executive Session. Ayes – 9 (Duchow, Frontier, Heckenlively, Hanser, Hooper, McKenna, Nielsen, Wiser, Wittke). Noes – 0. The motion passed. The meeting adjourned to Executive Session.

Student Suspensions and Expulsions

Student suspensions and expulsions were reviewed.

Mr. Hanser moved, Mr. Wiser seconded to accept the suspension and expulsion reports as presented. All were in favor. The motion to approve passed.

Ms. Rittgers left the meeting at 6:10 p.m.

Real Estate Matter

A real estate matter was discussed.

Mr. Wiser moved, Mr. Wittke seconded, to adjourn the executive session. All were in favor. The motion to adjourn the meeting passed. The meeting adjourned at 6:29 p.m.

Signed: _____
Robert Wittke, Jr., Clerk

Signed: _____
Lolli Haws, Secretary



Board of Education

Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

WORK SESSION

MINUTES

Michael Frontier, President

Dennis Wiser, Vice President

Racine, Wisconsin

July 14, 2016

On Thursday, July 14, 2016, the Board of Education of the Racine Unified School District of Racine County, Wisconsin, called to order a Board Work Session at 3 p.m.

The following Board members were present: Michelle Duchow, Michael Frontier, Matthew Hanser, John Heckenlively, Steven Hooper, Julie L. McKenna, Don J. Nielsen, Dennis Wiser, and Robert Wittke, Jr.

Also present: Eric Gallien, Deputy Superintendent; Marc Duff, Chief Financial Officer; Dave Hazen, Chief of Operations; Dennis Cheesebrow, Founder, TeamWorks International; and Darlene Gallup, Recording Secretary.

Welcome, Introductions, Overview of the Day

Ashley Staeke, Program Officer, Johnson Foundation, welcomed Racine Unified and congratulated them for their work in the initiatives of community partners such as The Johnson Foundation.

Dr. Frontier welcomed everyone, introductions were made and Mr. Cheesebrow reviewed the agenda and meeting's focus.

Major points of Mr. Cheesebrow's facilitation of the meeting and major discussion points were as follows:

Excellence in Governance, Management, and Consultation

Reflections, Questions, and Discussion regarding the Education Leadership System (ELS)

The following reflections/comments were made regarding the previous work session item dealing with the public's, Board's and administration's roles.

- Public Role in Consultation was reviewed
- Principals Role as District leaders first and building managers second –
 - Excellence in management must come first
 - Allows the Board to develop excellence in governance
- Board vs. Council: Boards govern, Councils manage and most staff and public are not aware nor know the difference. Board Members' often wear multiple hats (Board member, parent, community member, etc.)
- How the Board handles individual contacts from the public or staff is crucial. Need to use the correct process which is usually:

- Seek to listen and understand the person or groups issue and interests
- Direct into the school system for direct resolution
- Inform the Office of the Superintendent
- Be aware of patterns and intensity of issues and interests

Applications Exercise

Attendees broke into groups to graphically show what they thought the ELS Framework (Management/Governance/Consultant graphic; Page 2 of Guidebook) currently looks like in RUSD. The organizing question was - Do we operate differently than what is in the ELS Framework?

Ms. Duchow and Mrs. McKenna arrived during the exercise

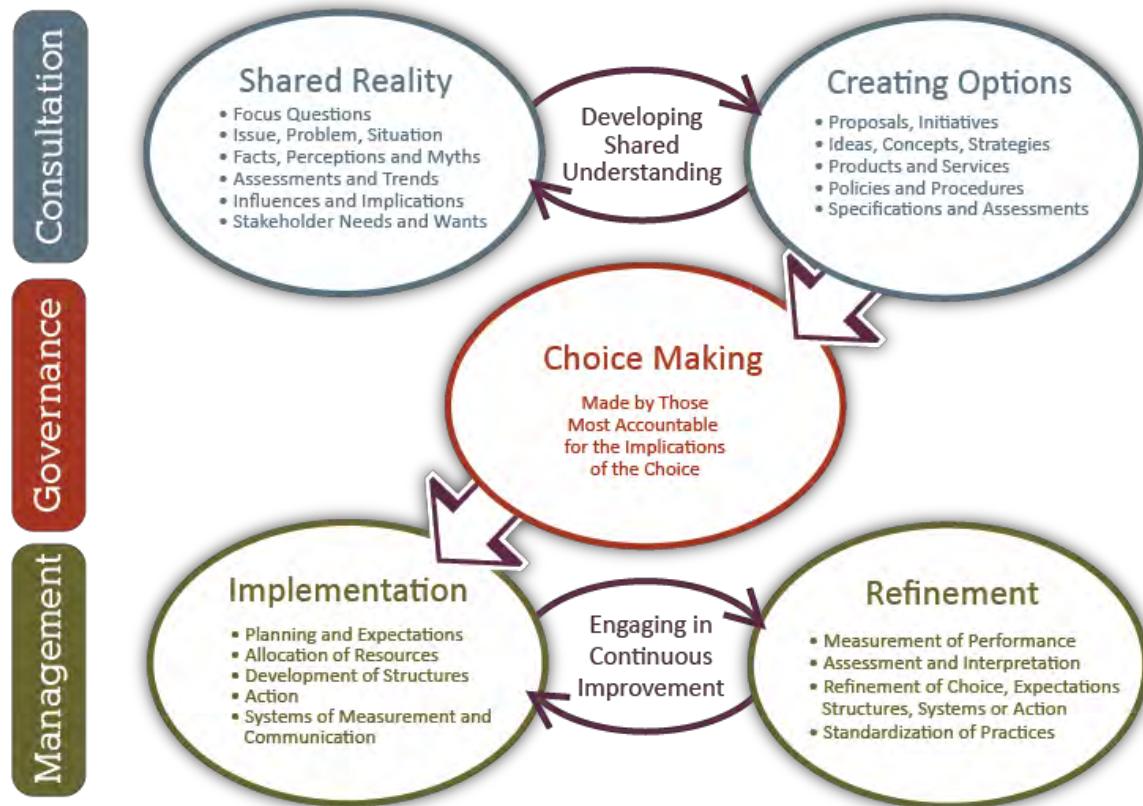
a. Guiding Change and Decision Making FrameWorks (Handout – Decision Making and Pages 35 & 36 of Guidebook)

Guiding Change Document – A tool for the Board and Administration to shape the environment, and drive the resources and direction of the District (What, Why and the Not How)

If people have an issue about resolutions/decisions, you need to ask if it is actually because of the resolution itself or the process used to get there.

Public needs to have confidence in the Board's decisions.

Decision making has 5 steps



- Choice Making is in the center (these people are responsible for implementation of a choice; they have the authority and accountability – Superintendent, COO, Assist. Sup, tiers of people, etc. You have to determine who the choice makers are)
- Options – plural. Always have 2 unless there is really only one possible. (Design team – designed by people with knowledge) Choice makers choose when to send options out to the public for input.
- Input – stakeholders (Remember - you don't put things out for feedback if you aren't willing to change). Be sure to have a way to receive input on line.
- Design Team - decides when to bring it to the Choice Makers
- If Choice Makers approve it, it goes to administration to implement (If implemented well, administration typically still improves/tweaks the design some.)

Public Engagement using the IAP2 Framework (Handout)

- IAP2 (International Association for Public Participation Spectrum) = strategy of engagement has 5 Levels of engagement (See Handout for details)
 - Inform
 - Consult
 - Involve
 - Collaborate
 - Empower

IAP2 spectrum

developed by the international association for public participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives, and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	<ul style="list-style-type: none"> • Fact sheets • Websites • Open Houses 	<ul style="list-style-type: none"> • Public comment • Focus groups • Surveys • Public meetings 	<ul style="list-style-type: none"> • Workshops • Deliberate polling 	<ul style="list-style-type: none"> • Citizen advisory committees • Consensus-building • Participatory decision-making 	<ul style="list-style-type: none"> • Citizen juries • Ballots • Delegated decisions

Comments made about the IAP2:

- Board and Administration choose the one of 5 strategies in the framework and the promise to the public for an initiative / issue. This then drives the design of the Decision Making process and public engagement.
- If this is the way you want to go, TeamWorks Intl has an Senior Consultant skilled on its use and can come in to train you
- Helpful to beta test this internally or with a set of schools first or just say, this is the process we are going to start with and get better at it as we go along
- This is a tool to use in the Guiding Change Document
- If the Board just says which column they want to use and stick with, that alone is a big move because administration is then in line with them and it is a team effort Board looks at what it needs to make choices about next year and work on their Guiding Change Document over the summer on them. Then you go into the design work and decision making process/tools

Design Teams

- Should be made up of the most knowledgeable people even if they have to be from outside, and sometimes consultants are used for knowledge and facilitation of difficult issues.
- Try to get people with emotional intelligence.
- They are not the choice makers
- They must operate in District interest
- It helps if administration knows what its staff knows and has expertise about – inventory of skills – so the district is aware of the knowledge in the system
- Never confuse representation with knowledge. Having a team member represent a school for example, doesn't mean they are the experts or knowledgeable. Just because they have an interest doesn't mean knowledge either
- Choice makers are not on the Design Team. You can't vote on what you design.

Input Team / Sessions

- Assess and strategize the array of stakeholders for each Decision Making process: who to get input from for what options?
- Choice makers only sit and listen at input sessions/design team sessions. They do not engage in the discussion. You must be independent when you make your decision after listening to everyone

Application Discussion was centered around the Board not being involved in the Academies decision

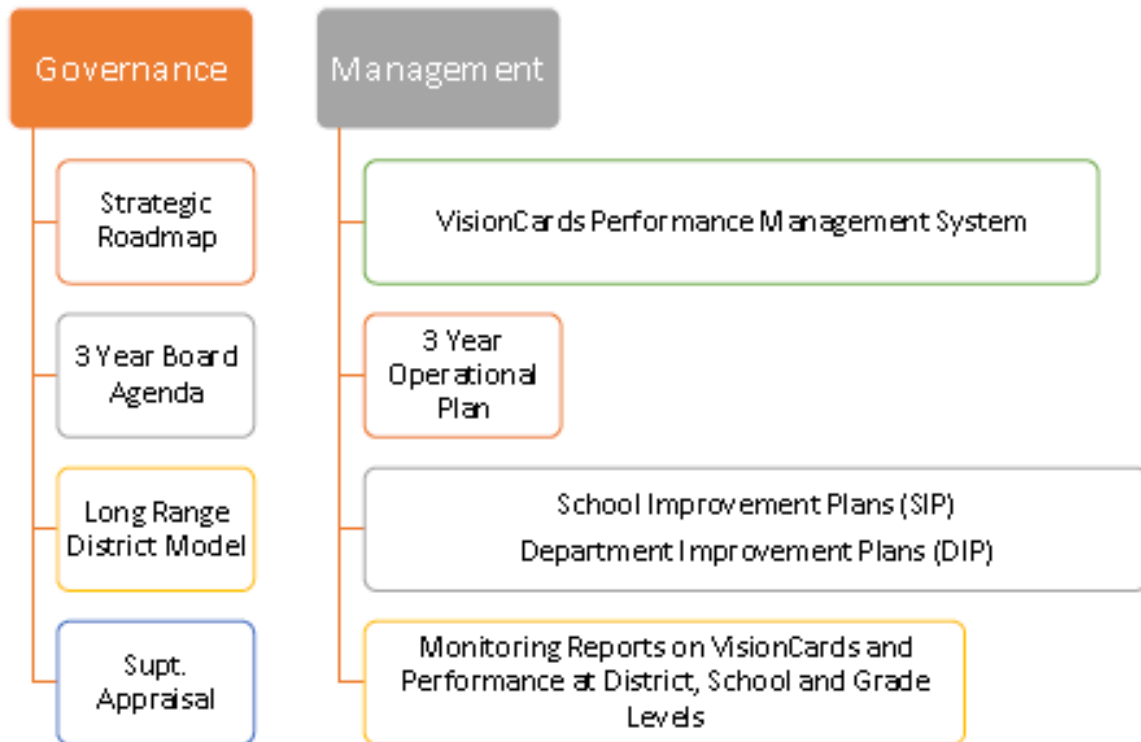
- Is it management or governance?
- A strategy administration chose to meet the Mission of the District was the academies
- Nothing in governance that says administration couldn't do the academies
- The dynamics of the political edge pulled this toward governance but it is a how
- It isn't always clear cut, that is why it is important to have collaboration between administration and the Board
- A Board cannot effectively govern through Policy alone. Sometimes it takes working together to figure out how to solve things
- This example is operational and a guiding change document would have helped to give Board direction and partnership
- Guiding Change Document allows you to play your roles and still come together to make the decisions by helping to inform the Board

- If administration knows there is going to be a political issue or other issue, the Board should be informed (e.g., relating to a Board 3 year agenda/plan)
- Policies and OEs will never cover innovation. If you want staff to innovate, they will probably come up with things not in the OEs. Innovation is good, not a threat.
- 3-Year Operational Plan – A new Operational Plan and the OEs need to be aligned, so assume adjustments are needed

Board Role and Key Tools for Operational Oversight

Goals over the next couple years - you need to use tools (e.g., Policy, 10 year operational model, Operational Plan, Goals, public engagement) to understand its investment for continuous improvement.

- 3 Year District Operational Plan and 3 Year Board Agenda**
- 10 Year Facilities Plan, 10 Year District Model, and Annual Budget**
- Alignment of OEs with emerging District Strategic Plan**



What goals/initiatives/ideas do you see in the next 3 years? Comments included:

- Enhance and expand programs for at risk students (behavior and academics) while also making sure stakeholders don't perceive it that all other students are being looked over. This initiative is linked to the following areas of action:
 - Rubric for closing schools, purchasing/selling property and redistricting
 - Critical Issue: Space issue for mentally handicapped (intensive need) students going to e.g., Rogers or Lakeview (not wanting to lease a building for 5 years when we may only need it for a year)
 - Increased need for special education (higher diagnosis statistics). What's next? What's needed?
- OEs that represent the North Star's three paths, especially the social/emotional path
 - Affects: Facilities, policy, budget, public engagement
- Budgets that can be broken down by departments (structure approach)

- Listening to stakeholder groups on a regular basis
- Superintendent Evaluation process
- School calendar and length of the day
- Board self-evaluation - Debriefing of the Board's work itself (how it views its own work)
- School start time alignment
- Middle school retention (tied to rubric of OEs)
- Employee compensation structures

Top goals/initiatives/ideas from above:

- A. Superintendent Evaluation – Mike Frontier
- B. At Risk Students (includes rubric for closing schools and program evaluations) – Eric Gallien
- C. Academic OEs and social/emotional – Eric Gallien and Lolli Haws
- D. Budget Structure – Marc Duff
- E. Monitoring Reports on OEs - alignment, monitoring (aligns with Board self-evaluation and governance) Reference: “Insight Statements” Pages 29-30 of Guidebook – Matthew Hanser
 - Executive Overview including Insight Statements precede data at the presentation
 - Provide Board insight statements and talk about the different impact /work of governance versus management
 - Monitoring reports are the basis of superintendent evaluations and Board evaluation
 - Board prepares a one paragraph statement to the public on the monitoring report
 - Mr. Cheesebrow will forward good samples of monitoring reports
- F. Equity Issues – be sure the Board understands all aspects (geospatial data, transportation, mobility, etc.) – Eric Gallien
- G. Board self-evaluation should be aligned with Strategic Plan and how well did you self-govern. – Mike Frontier
 - Mr. Cheesebrow will forward samples of an evaluation

Board Role and Key Tools for Board Governance

- a. Board Evaluation; process and tools

This topic has been moved to the next session with Mr. Cheesebrow as a focus at the August 31, 2016.

Key Next Steps and Key Messages

Meeting Report

Adjourn

The session ended at 7:46 p.m.



Board of Education

Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53404

WORK SESSION

MINUTES

Michael Frontier, President

Dennis Wiser, Vice President

Racine, Wisconsin

August 1, 2016

On Monday, August 1, 2016, the Board of Education of the Racine Unified School District of Racine County, Wisconsin, called to order a Board Work Session at 3 p.m.

The following Board members were present: Michelle Duchow, Michael Frontier (Left at 6:33 p.m.), John Heckenlively, Steven Hooper, Julie L. McKenna, Dennis Wiser (Left at 6:33 p.m.), and Robert Wittke, Jr. Absent: Matthew Hanser, Don J. Nielsen.

Also present: Lolli Haws, Superintendent; Marc Duff, Chief Financial Officer; Dave Hazen, Chief of Operations; Rosalie Daca, Chief Academic Officer; James O'Hagan, Director of Virtual Learning; and Darlene Gallup, Recording Secretary.

Grading Practices Committee Update

Ms. Daca and representatives of the Grading Practices Handbook Team from Case High School, presented the agenda item with the use of a PowerPoint that detailed her presentation. Major points of her presentation included:

- The Grading Practices Handbook Team
- The Meetings (began March 8, 2016; there have been 5 meetings to date)
- Brainstorming at Session #1
 - What do we need to do?
 - 30 Areas narrowed down for the 2016-17 school year
- Criteria to guide the work (consistent, equitable, aligned to International Baccalaureate and College Board)
- Why now? (Inconsistent expectations and grading scales, 5-year old document, align with colleges, alleviate pressure on students)
- Weighted Grades (elimination, college utilization, meetings with parents, Course Directory – rigorous course offering for previously weighted courses)
- Valedictorian
 - We could have multiple valedictorians (4.0 GPAs)
- Access to rigorous classes
 - Remove required “C” or better for course prerequisites
 - Counselors will work with parents/students on continued coursework
 - Waivers will be available
- Grading Scales (Teachers will have 2 options to choose from for grading scales
 - Consistency and fairness for all students

- Grading Scale Options #1 and #2 (See handout for details)
- Semester Exams
 - Consistent across
 - Across all schools
 - No exemptions
 - Establish exam windows to prevent students from being overloaded
- Online Coursework (criteria, compelling reasons in line, counselors will be gatekeepers for enrollment, appeals process)
- When does it go into effect?
 - 2016-2017 (grading scale change, exam weights, online course policies, access to rigorous courses)
 - 2020 (valedictorian requirements, weighted grade changes)
- Listening Sessions (additional work)
- Communication plans
- Work for next year

Mr. Wisner and Dr. Frontier left the meeting at 6:33 p.m. Mrs. McKenna took over facilitating the meeting.

Interim FY 17 Budget Tracker: August Update

Mr. Duff presented the agenda item. Updates and changes discussed since the last presentation included:

- Update: Enrollment – fewer students are leaving the District (tracking will continue). Don't expect it to decline as much as originally thought
- New: Staffing adjustments/costs impacts (less payment costs to an early learning facility, hiring staff, and collection of Wisconsin Shares childcare revenues to offset costs)
- Staffing update: Special Education plans and need for 4 new teachers and fewer educational assistants after reviews of student service needs
- Community Service Fund – recommendation will be part of the budget (community policing and violence free zones). Funding for this is outside the state revenue limit.
- Performance Contract – still being discussed for Jerstad-Agerholm heating system replacement
- Tentative tax levy still 80 cents lower than 2015-16
- A lot of figures will not be available until October (final student counts, certified state aid, property values)
- Updates will be discussed in the Audit Committee

Board member request – Send all handouts from tonight's meeting to Board members.

Employee Health Benefit Update/Options

Mr. Hazen reviewed the Board of Adjustments current work. Major topics of his presentation included:

- Coordination of spousal benefits (Whose insurance is primary: RUSD employee's insurance or the spouses insurance?)
- Reviewing stop loss insurance costs, savings could be achieved (Could be \$1M per year)
- Board needs to take a stronger voice on benefits to keep them competitive

Architect Selection for REAL School Build-Out

Mr. Hazen provided a brief updated on the architect selection. There are 5 submissions. Three will be interviewed for the REAL School and possibly a secondary recommendation for ongoing remodel projects.

Adjourn

The session ended at 7:04 p.m.



Racine Unified School District
3109 Mt. Pleasant Street, Racine, Wisconsin 53405

LEGISLATIVE COMMITTEE
July 11, 2016
Administrative Service Center, Franklin Room

MINUTES

The Racine Unified School District Board of Education Legislative Committee meeting of Monday, June 11, 2016, was called to order at 5 p.m.

3. Approval of Legislative Committee Minutes of June 6, 2016

Mr. Wiser moved, Mr. Nielsen seconded, to approve the minutes of the June 6, 2016, Legislative Committee meeting. All were in favor. The minutes were approved.

Mrs. McKenna arrived at 5:02 p.m.

4. Legislative Update

Mr. Wittke reviewed and the Committee reviewed legislative items that may impact the district and this Committee's work including:

Wisconsin Assembly Task Force Report:

- Review of Summer School Funding
- Explore new Medicaid Billing Code
- Early Childhood Funding (4 Year Old Kindergarten) Options
Dr. Haws said the District is working with the Division of Family Services on Wisconsin Shares (designed for the working poor) regarding child care being provided throughout the year. This would be a pilot program for one year and then turned over to RUSD and could have a high potential for revenue. Possibly could including providing transportation options and creative funding options. Could end up being a state-wide provision.
 - Issues regarding Head Start costs
 - 4-K half day versus full day outcome differences
- ESSA – planned to be in place for the 2017-18 school year
 - There are Listening Sessions still open – July 27 and a virtual session on August 8
 - Common Core standards and testing concerns
 - Every year the Board must adopt its common core standards
 - Representative to the Equity in ESSA Stakeholder Council
- Federal School Meals Funding
 - Verification rules – going up
 - Congress getting ready to make changes that not everyone in the school receive the funding
- Carl Perkins Act (Name will be changing)
 - Pays a considerable amount for Tech. Ed. professional development and teachers costs
- Voucher Program
 - Differences between Racine and state-wide
 - Special education students
- Things to watch:
 - Legislature and transportation changes affecting the general fund
 - MPS Proposal for failing schools
 - WASB lobbying (Federal and complete funding mandated by state)
 - Overtime Rule

- Rewrite of Food Laws (Board to have more input)
- August 2 update with Legislators at Wingspread

5. Discuss The Framework for a Committee Working Calendar Aligned with the Board Working Calendar

Mr. Wittke talked about development of a working calendar.

- Elected officials want/need to hear about RUSD's results
 - Frequency of meetings with them (Once a year? Quarterly?)
 - Need to build our relationships with them (missed out on city and Caledonia)
 - Scheduling of these is always hard to do
 - Need to have some formal meetings to discuss things like the preliminary budget, opening of new schools and not just let them know how to funnel incoming concerns to individual Board members
 - Have all the communities meet once or twice a year together?
 - Dr. Haws said she could set a time aside during the Wingspread updates to engage with the Board about how they want to proceed with engagements with them (A kind of commentary session). Representative Vos has asked repeatedly for a more consistent meeting arrangement.
 - Suggestions:
 - Can split the Board up to go out the separate municipalities
 - Schedule them a year in advance
 - Representative Vos sets the schedules (Suggest he suggests dates in Spring and Fall)
 - Topics to communicate out - Strategic Plan items (Dr. Gallien is working on a communication on these kinds of things)
 - Suggestion – send them correspondence like an executive summary on a regular basis (other than Board Notes)

6. Inventory Elected Officials Considered to be Key RUSD Stakeholders

Mr. Wittke said most important to have a relationship with are:

- Paul Ryan, Speaker of the House (Has done a lot of research on poverty on the Federal side)
- Senators out of RUSD
- Committees on Education, and minority representation
- Municipal contacts list database
- Suggestion - After the August 2 event at Wingspread, do a letter from Dr. Haws and Board as a way to reach out and open door
- They need to invite more people to attend their meetings

7. Define Short-Term and Election Cycle Priorities

Mr. Wittke talked about:

- Special Education
- Mental Health
- Early Childhood Education
- REAL School relocation
- ESEA Concerns

8. Set Next Meeting Date and Agenda

The next meeting will be August 1, 2016, at 5 p.m. Future agenda items will include:

- Approval of the July 11, 2016, Minutes

9. Adjourn

Mr. Heckenlively moved, Mr. Nielsen seconded, and with no objections heard, the meeting adjourned at 5:59 p.m.

Also Present:

Lolli Haws, Superintendent
Darlene Gallup, Executive Assistant

Respectfully submitted:

Robert Wittke, Chair (Present)
John Heckenlively (Present)
Julie L. McKenna (Arrived at 5:02 p.m.)
Don J. Nielsen (Present)
Dennis Wiser (Present)
Michael Frontier, Ex-Officio (Not present)

Legislative Committee

ANNUAL PLANNING AND MONITORING CALENDAR 2016-2017

GC-6(E)

2016-2017	OPERATIONAL EXPECTATION / RESULT			OTHER BUSINESS: ADMINISTRATION	OTHER BUSINESS: BOARD
	MONITORING REPORT	CYCLE	CHIEF		
JULY				Academic Standards Notification	Governance Committee review Annual Work Plan
AUGUST				<i>Raising Racine 2022</i> Annual Progress Report	Board approve Annual Work Plan
SEPTEMBER	OE-6 Financial Administration Internal	July 1-June 30	Duff	Cash flow financing High School Transformation Annual Report	
OCTOBER	OE-4 Personnel Administration	July 1-June 30	Landry	Approval of final budget Set Levy	
	OE-9 Communicating with the Public	Sept 1-Aug 31	Tapp	Technology Advisory Council Annual Report	
NOVEMBER	R-2 Reading		Daca	Final Audit Report	Develop Superintendent Summative Evaluation
	R-2 Math		Daca		
	OE-11 Learning Environment	Sept 1-Aug 31	Gallien		
	OE-3 Facilities	Sept 1-Aug 31	Hazen		
	OE-5 Financial Planning	Nov 1-Oct 31	Duff		
DECEMBER	OE-6 Financial Administration External	July 1-June 30	Duff	Administrator Non-renewals Every two years, on odd number year (2017)	Complete Superintendent Summative Evaluation
JANUARY	OE-7 Asset Protection	Jan 1-Dec 31	Duff, Hazen, Peltz		
FEBRUARY				Budget Forecast	
MARCH					
APRIL	OE-2 Emergency Superintendent Succession	Apr 1-Mar 31	Haws	Teacher Non-renewals	Audit Committee review and recommend Board Budget
	OE-10 Part 1 Instructional Program	May 1-Apr 30	Daca		
MAY	OE-10 Part II Instructional Program	May 1-Apr 30	Daca	Budget Adjustments	Board worksession on Budget
JUNE				Preliminary Budget	
NOTE:	<p>* OE-1 - No monitoring report is given to the Board. Compliance is monitored through the OEs as a whole.</p> <p>* OE-8 - Not a formal monitoring report. Monitored through discussion with the Superintendent and the Board</p>				

BOARD OF EDUCATION

August 15, 2016

Operations

AGENDA ITEM: Easement Request

PRESENTING: David Hazen

DESCRIPTION: The Racine County has requested an easement on district property for maintaining the traffic signal for the Gifford project. The easement would allow for work to be done to “for inspection routine and emergency maintenance of the traffic signal equipment; as well as to establish the timing and operation of the equipment to control intersection traffic”. The easement should not diminish the use of the property and may enhance it

FISCAL NOTE: This is necessary as part of the Gifford project. No cost for the easement

RECOMMENDATION: Recommend to approve the easement.

ACTION TAKEN:

TRAFFIC SIGNAL EASEMENT AND AGREEMENT

This easement made this ____ day of _____, 2016 between Racine Unified School District/Gifford School, party of the first part and Racine County Department of Public Works, party of the second part.

WITNESSETH:

The real estate affected by this grant of permanent easement is Gifford School located at 8332 Northwestern Ave, Racine, WI 53406 in Village of Caledonia, County of Racine and State of Wisconsin, Parcel #104042234064000.

Whereas Racine Unified School District/Gifford School herein after called Gifford is in the process of installing a traffic signal at Gifford cost under Racine County Department of Public Works permit herein after called County.

In consideration of the need to operate said traffic signal, a permanent easement is hereby granted by Gifford for the purpose of operating and maintaining traffic signals to the County. The easement area is bounded by the south property line and a line 20-feet north of the south property line then the east property line and a line 180-feet west of the east property line of the Gifford parcel. Traffic signal electric service, cabinet, poles, concrete bases and underground conduit system and related construction equipment is within this easement.

Upon acceptance of the installation of traffic signals the County will operate and maintain the traffic signal at CTH K/Northwestern Ave and Gifford School east most driveway.

From time to time the County will enter the property for inspection routine and emergency maintenance of the traffic signal equipment; as well as to establish the timing and operation of the equipment to control intersection traffic.

TO HAVE AND TO HOLD said permanent easement and right of way to the party of the second part and unto its successors and assigns forever.

Party of the first part, successors and assigns, does hereby covenant with the party of the second part, its successors and assigns forever, that party of the first part is lawfully seized and possessed of the real estate above described and that party of the first part has good and lawful right to convey it or any part thereof and that it is free from encumbrances.

IN WITNESS WHEREOF, the party of the first part has hereunto set hand and seal on the day and year first above written.

Racine Unified School District Gifford School