MONTHLY SCHOOL BOARD STANDING COMMITTEE MEETINGS

July 14, 2015

5:30 P.M. Personnel/Policy

5:45 P.M. Curriculum/Program

July 2015 Planning/Facilities/Equipment
and Audit/Budget/Finance Committee Meetings Canceled

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

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KENOSHA UNIFIED SCHOOL BOARD
JOINT CURRICULUM/PROGRAM
AND PERSONNEL/POLICY
Educational Support Center – Room 110
JUNE 9, 2015
MINUTES

A joint meeting of the Kenosha Unified Curriculum/Program and Personnel/Policy Committees chaired by Mrs. Snyder was called to order at 6:42 P.M. with the following Committee members present: Mr. Kunich, Mr. Wade, Mrs. Karabetsos, Mrs. Santoro, Mrs. Renish-Ratelis, Mrs. Wickersheim, Mr. Wojciechowicz, Ms. Stevens, Mrs. Burns, Mrs. Dahl, Mrs. Stephens, and Mrs. Snyder. Dr. Savaglio-Jarvis was also present. Mrs. Daghfal, Mrs. Kenefick, and Mrs. Hamilton were excused. Mrs. Butler, Mr. Riley, and Ms. Connor were absent.

Approval of Minutes – March 10, 2015 Joint Personnel/Policy & Curriculum/Program

Mr. Wade moved to approve the minutes as contained in the agenda. Mr. Kunich seconded the motion. Unanimously approved.

Policy and Rule 6456 – Graduation Requirements

Dr. Bethany Ormseth, Assistant Superintendent of Secondary School Leadership, and Mr. Kristopher Keckler, Executive Director of Information and Accountability, gave a PowerPoint presentation pertaining to Policy and Rule 6456 – Graduation Requirements. Mr. Keckler presented information on the revised policy language for assessments, clarification language of diploma recognition fo

KENOSHA UNIFIED SCHOOL BOARD
PERSONNEL/POLICY MEETING
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KENOSHA UNIFIED SCHOOL DISTRICT

July 14, 2015
Personnel/Policy Standing Committee

SCHOOL BOARD POLICY AND RULE 4333 – CHAPERONE REQUIREMENTS & EXPECTATIONS

Background

Currently, the District does not have a chaperone policy. There is need for the school board to approve a chaperone policy in order to provide a safe environment for any off campus activity (Attachment A).

Chaperones must be responsible for keeping order and are responsible for the safety, welfare and conduct of students at all times. This chaperone policy will hold individuals, who take on the responsibility to chaperone students, accountable for their actions during the supervised activity.

After a thorough investigation, district employees serving as chaperones may be subject to disciplinary actions, up to and including termination for failing to meet the expected behaviors.

All other volunteer chaperones, after a thorough investigation, will have their services related to the trip or future chaperone activities terminated immediately for failing to meet the expected behaviors.

Any individual or other types of volunteers are responsible for the safety of the students in their charge for the entire time.

Forms have been developed to ensure that each chaperone is aware of his/her duties and responsibilities. Attachment B is the KUSD Employee Chaperone Policy Acknowledgement. Attachment C is the KUSD Volunteer Chaperone Policy Acknowledgement.

Administrative Recommendation

Administration recommends that the Personnel/Policy Standing Committee forward proposed

Attachment A

POLICY 4333
CHAPERONE REQUIREMENTS & EXPECTATIONS

The purpose of a chaperone is to keep order and see to the safety and conduct of students involved in a school event. District personnel and volunteers serving as chaperones (collectively the "Chaperone(s)") for all activities agree to adhere to the provisions outlined in Rule 4333.

LEGAL REF.: Wisconsin Statutes
Section 120.12(2) (General Supervisory Duties of School Board)
120.13 (School Board Powers)
121.54(7) (Transportation for Extracurricular Activities)

CROSS REF.: 4221– Alcohol and Drug-Free Workplace
4224– Employee Code of Ethics
4362– Employee Discipline
5430– Student Conduct and Discipline
6700– Extracurricular Activities and Programs

ADMINISTRATIVE REGULATIONS: None.

AFFIRMED: $ X J X V W

RULE 4333
CHAPERONE REQUIREMENTS & EXPECTATIONS

It is expected that all Chaperones read and become familiar with the duties and responsibilities of Chaperones as set forth in this district policy. All Chaperones are subject to board policies and district procedures while on assignment.

Chaperones shall abide by the following for the entirety of the trip/event/assignment:

- Follow the direction of the teacher, advisor, coach, principal or his/her designee in charge of the trip;
- Report any misconduct immediately;
- Be responsible for the safety of assigned students and be aware of their whereabouts at all times;
- Abstain from the consumption and/or use of any alcohol and/or illegal drugs;
- Use appropriate verbal communication and display appropriate physical conduct;
- Refrain from transferring duties and responsibilities to another person;
- Attend to the needs of students outside of their assigned supervision in the event of an emergency or if asked to do so by teacher, advisor, coach, principal or his/her designee in charge of the trip; and
- Comply with all applicable policies and procedures of the district.

Chaperones who do not comply with any of the above provisions will have their services for the school related trip terminated immediately, and district employees serving as Chaperones may also be subject to discipline, up to and including termination.

All Chaperones are required to execute a Chaperone Acknowledgement Form prior to departure for the trip/event/assignment.

KUSD Volunteer Chaperone Policy Acknowledgment

By acting as a chaperone, I, _____ understand and expressly agree that

A. I will abide by the provisions of the Kenosha Unified School District Chaperone Requirements & Expectations Policy;

B. During my time as a chaperone, I understand and agree I am subject to all board policies and district policies and procedures; and

C. A failure to follow the provisions of the Kenosha Unified School District Chaperone Requirements & Expectations Policy and all other applicable district policies and procedures will result in having my services for the trip terminated immediately

Volunteername: _____

Signature: _____

Date: _____

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Kenosha Unified School District
Kenosha, WI
July 14, 2015

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Appointment	Lemke	Timothy	Special Education & Student Support	Coordinator of Special Education	Administratior			

Kenosha Unified School District
Kenosha, WI
July 14, 2015

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Appointment								

Kenosha Unified School District
Kenosha, WI
July 14, 2015

The Human Resources recommendations regarding the following actions:

ACTION	LAST NAME	FIRST NAME	SCHOOL/DEPT	POSITION	STAFF	DATE	FTE	SALARY
Resignation	King	Adam	ITA					