

**KENOSHA UNIFIED SCHOOL BOARD**  
**JOINT PLANNING/FACILITIES/EQUIPMENT &**  
**AUDIT/BUDGET/FINANCE MEETING**  
Educational Support Center – Room 110  
August 13, 2013  
**MINUTES**

A joint meeting of the Kenosha Unified Planning/Facilities/Equipment and Audit/Budget/Finance Committees chaired by Mr. Nuzzo was called to order at 5:35 P.M. with the following Committee members present: Mrs. Coleman, Mrs. Snyder, Mr. Zielinski, Mrs. Taube, Mr. Bryan, Mr. Kent, Mr. Aceto, Ms. Dawson, Mr. Holdorf, and Mr. Nuzzo. Dr. Hancock was also present. Mr. Valeri, Mrs. Bothe, Mrs. Marcich, and Mr. Coleman were excused. Ms. Iqbal and Ms. Adams were absent.

**Approval of Minutes – June 11, 2013 (two sets)**

Mrs. Coleman moved to approve the June 11, 2013 Planning/Facilities/Equipment Committee meeting minutes as contained in the agenda. Mrs. Snyder seconded the motion. Unanimously approved.

Mr. Bryan moved to approve the June 11, 2013 Joint Planning/Facilities/Equipment and Audit/Budget/Finance Committee minutes as contained in the agenda. Mrs. Taube seconded the motion. Unanimously approved.

**Energy Efficiency Project – Performance Contractor Selection**

Mr. Patrick Finnemore, Director of Facilities, presented the Energy Efficiency Project – Performance Contract Selection as contained in the agenda. He indicated that a Request for Proposal (RFP) was issued on June 26, 2013 and four firms responded. Those firms were CESA 10, McKinstry, Nexus, and Performance Services (PSI). After a detailed review of the proposed scope and services of all four firms, it is recommended that KUSD contract with PSI at a fee of 10.2%. The services that PSI will be providing for this fee is more than required in the RFP, namely they would be overseeing the HVAC control projects which is the most complex portion of the scope. Their fee schedule allowed for this scope to be added and still have a lower fee than the second lowest proposal.

Mrs. Michele Wiberg, Director of Wisconsin Public Finance at PMA Financial Network, Inc., gave an update on the financing of the Energy Efficiency Project. She indicated that the energy efficiency projects total approximately \$16,690,000. The financing of the projects will be done with long term debt as the debt can be issued under the revenue limits in Fund 38. To create efficiency in issuance costs, the financing will include the refinancing of the 2002 Bonds. The estimated savings associated with the refinancing of the bonds is over \$193,000 or

## **Information Items**

Mr. Finnemore indicated that he would be presenting the Utility Budget & Energy Savings Program report next month as the end-of-the year information will be available at that time.

Meeting adjourned at 5:55 P.M.

Stacy Schroeder Busby  
School Board Secretary

**KENOSHA UNIFIED SCHOOL BOARD**  
**AUDIT/BUDGET/FINANCE MEETING**  
Educational Support Center – Room 110  
August 13, 2013  
**MINUTES**

A meeting of the Kenosha Unified Audit/Budget/Finance Committee chaired by Mrs. Taube was called to order at 5:56 P.M. with the following Committee members present: Mr. Nuzzo, Mr. Bryan, Mr. Kent, Mr. Aceto, Ms. Dawson, Mr. Holdorf, and Mrs. Taube. Dr. Hancock was also present. Mrs. Marcich and Mr. Coleman were excused. Ms. Adams was absent.

**Approval of Minutes – July 9, 2013 Meeting**

Mr. Nuzzo moved to approve the minutes as contained in the agenda. Mr. Bryan seconded the motion. Unanimously approved.

**FY14 Preliminary Budget**

Mr. Tarik Hamdan, Interim Chief Financial Officer, introduced the FY14 Preliminary Budget and indicated that the budget assumptions highlighted in green have already been approved by the

Mr. Nuzzo moved to forward the remaining FY14 preliminary budget assumptions to the full Board for consideration. Mr. Kent seconded the motion. Unanimously approved.

**Renewal of Southeastern Wisconsin School Alliance Membership**

Dr. Hancock introduced the Renewal of the Southeastern Wisconsin School Alliance Membership and there were no questions from Committee members.

Mr. Kent moved forward the Renewal of

**Future Agenda Items**

There were no future agenda items noted.

Meeting adjourned at 7:33 P.M.

Stacy Schroeder Busby  
School Board Secretary

**KENOSHA UNIFIED SCHOOL BOARD**  
**JOINT AUDIT/BUDGET/FINANCE &**  
**PERSONNEL/POLICY MEETING**  
Educational Support Center – Room 110  
August 13, 2013  
**MINUTES**

A joint meeting of the Kenosha Unified Audit/Budget/Finance and Personnel/Policy Committees chaired by Mr. Bryan was called to order at 7:37 P.M. with the following Committee members present: Mr. Flood, Mrs. Snyder, Mr. Jacobs, Mr. Retzlaff, Mrs. Hamilton, Mrs. Morrison, Mr. Wamboldt, Mrs. Dahl, Mrs. Taube, Mr. Nuzzo, Mr. Kent, Mr. Aceto, Ms. Dawson, Mr. Holdorf, and Mr. Bryan. Dr. Hancock was also present. Mrs. Marcich and Mr. Coleman were excused. Ms. Adams and Ms. Morgan were absent.

**Approval of Minutes – July 9, 2013**

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

**Policy 3420 - Purchasing**

Mr. Robert Hofer, Purchasing Agent, presented Policy/Rule 3420 – Purchasing. He indicated that the policy revisions were brought forward at the request of the School Board in an attempt to keep Board members better informed on contracted services being made and to be more transparent.

Discussion took place on whether or not the policy is too specific or if it needed to be more specific. Mr. Hofer noted that all contracts are centrally located and can be accessed and/or shared with and by Committee members if the desire is there. He also noted that the potential number of contracts that would be presented to the Board for approval over the amount of the \$25,000 could be in the hundreds. Ms. Stevens indicated that the approval Mr. meces he fir9 T.000T[t4riC (

**KENOSHA UNIFIED SCHOOL BOARD**  
**PERSONNEL/POLICY MEETING**  
Educational Support Center – Room 110  
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Meeting adjourned at 9:13 P.M.

Stacy Schroeder Busby  
School Board Secretary



implementing the School First Attendance Campaign which will intensify the promotion of positive school attendance, increase District and community awareness surrounding the benefits of positive school attendance, and encourage all educational stakeholders to make school the first priority for all students. He presented the four implementation plan phases as contained in the agenda and there were no questions.

There were no questions from Committee members on the Professional Learning Communities.

### **Future Agenda Items**

Mrs. Renish requested a World Language (Rosetta Stone/Tell Me More) update. Dr. Savaglio-Javis indicated that she would send Mrs. Renish the World Language update which was presented to the Committee in June to see if that would answer her questions.

Mrs. Renish requested a Middle School Honors Update. Dr. Savaglio-Jarvis indicated that in order to allow for the collection of the necessary data, the earliest the update could be provided is January.

Meeting adjourned at 10:42 P.M.

Stacy Schroeder Busby  
School Board Secretary