



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Frank Harwood, Ed.D
Superintendent of Schools

USD 232 BOARD OF EDUCATION REGULAR MEETING AGENDA

The meeting will be viewable to the public via our YouTube channel: <https://bitly.com/usd232youtube>

Administrative Offices (35200 West 91st Street, De Soto, Kansas)

August 2, 2021

Face coverings are recommended for those not vaccinated for COVID-19.

*** Please silence cell phones prior to the beginning of this meeting. ***

- 6:00 P.M. I. **MEETING OPENING.**
- A. Call to Order.
 - B. Pledge of Allegiance.
 - C. Published Agenda Overview.
- II. **GOOD NEWS.**
- A. Mill Valley High School Relay for Life.
- III. **PATRON INPUT.**
- Individuals wanting to address the board must submit a request to the board clerk before the meeting is called to order. The board president will determine the amount of time allotted for comments.*
- IV. **CONSENT AGENDA.**
- These items represent matters which the Board may approve without detailed discussion. Any item on the Consent Agenda may be removed for separate discussion as an Action Item upon request by the Superintendent or any board member. The Board has received supporting information on all items prior to action on the Consent Agenda.*
- A. Adopt agenda.
 - B. Approve minutes of July 12th regular meeting.
 - C. Approve payment of bills and transfer of funds (if appropriate).
 - D. Approve employment recommendations made on July 28, 2021.
 - E. Approve employment recommendations made on August 2, 2021.
 - F. Accept investigation report as provided.
 - G. Approve recommended revisions to Board Policy DC – Annual Operating Budget and adopt new Board Policy DE – Fraud Prevention and Investigation.

- H. Accept a donation of Snap Circuits, K'Nex and Magnatiles (valued at \$462.64) from DonorsChoose.org and T-Mobile to Maddie King's 4th grade classroom at Starside Elementary School.
- I. Accept a donation in the amount of \$500.00 from the USD 232 Education Foundation to the USD 232 Early Childhood Department.

V. ACTION ITEMS.

- A. Budget & Revenue Neutral Rate Notice of Hearings Publication. [Julie Stucky]
- B. Approval of 2021-22 Audit Firm. [Julie Stucky]
- C. Professional Negotiated Agreement, 2021-22. [Alvie Cater]
- D. Compensation Packages for Employees not covered by the PNA. [Brian Schwanz & Carrie Handy]
- E. Retention Incentive MOU with De Soto Teachers Association. [Brian Schwanz & Carrie Handy]
- F. Communicable Disease Mitigation Protocols. [Dr. Frank Harwood]

VI. ALERT.

- A. Unified Bowling.
- B. Instrumental Music RFP Request.

VII. ADJOURNMENT.

#



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

USD 232 BOARD OF EDUCATION

OFFICIAL MINUTES -- REGULAR MEETING

Administrative Office (35200 West 91st Street, De Soto, KS)

July 12, 2021

YouTube channel: <https://bitly.com/usd232youtube>

The meeting was called to order at 6:00 p.m. by the Board President, Danielle Heikes. A quorum of the Board was present. Attendance was as follows:

Board Members Present: Rick Amos (*participated via Zoom*)
Bill Fletcher
John Gaignat
Danielle Heikes
Stephanie Makalous
Ashley Spaulding
Rachele Zade

Others Present: Jolyn Baldner, Director of Student Nutrition
Alvie Cater, Assistant Superintendent of Administration & Communications
Steve Deghand, Assistant Superintendent of Facilities & Operations
Wendy Denham, Board Clerk/Executive Assistant to the Superintendent
Carrie Handy, Executive Director of Elementary Education
Dr. Frank Harwood, Superintendent of Schools
Michelle Hite, Director of Elementary Curriculum & Instruction/Accreditation
Sam Ruff, Principal, De Soto High School
Brian Schwanz, Executive Director of Secondary Education
Julie Stucky, Director of Finance

Alvie Cater led attendees in reciting the Pledge of Allegiance. He then briefly explained how the meeting will progress from one agenda item to the next.

President Heikes asked for nominations to the position of Board President.

Rachele Zade nominated Danielle Heikes for President.

With no other nominations made, President Heikes ceased nominations and asked for a motion.

Mrs. Rachele Zade moved to appoint Danielle Heikes to serve as President of the USD 232 Board of Education during the 2021-22 school year, or until a successor is elected by the Board.

Mr. Bill Fletcher seconded.

Carried 7/0.

President Heikes asked for nominations to the position of Board Vice President.

Rick Amos nominated Ashley Spaulding for Vice President.

With no other nominations made, President Heikes ceased nominations and asked for a motion.

Mr. Rick Amos moved to appoint Ashley Spaulding to serve as Vice President of the USD 232 Board of Education for the 2021-22 school year, or until a successor is elected by the Board.

Mrs. Rachele Zade seconded.

Carried 7/0.

PATRON INPUT. President Heikes opened the floor for patron input. The following individuals spoke:

Matthew Gianforte, Shawnee, spoke to the Board about giving parents the right to decide if their students should wear masks. He suggested students should stay home if they are sick.

Abby Reichle, Lenexa, urged the board to vote no on a proposal to exclude children based on vaccination status. She asked the board to allow parents to make decisions for their own children.

Marti Huffman, Shawnee, spoke about drugs taken off the market because they were trending toward reactions resulting in death. She also talked about struggles students have with separation caused by those who wear masks and those who don't. She asked that the verbiage in the Communicable Disease Protocols be changed to make masks optional and track only state required vaccines.

Sarah Carmichael, Shawnee, spoke to the board about Critical Race Theory. She asked the school board to take back decision making given to administration and asked that they tell the Superintendent to not allow Critical Race Theory curriculum in the schools.

Emily Carpenter, Lenexa, reminded the Board that patrons elected them and they hire the superintendent, they do not report to the Superintendent, he reports to them. She said board members are to set policy to guide the district. She said the protocol the Board is asked to approve this evening needs to be re-worded. She suggested the board has ruined the mental health of children.

Crystal Duke, De Soto, said children are like diamonds with multiple facets. She said she is a mental health worker and is concerned for kids. She said she is running for school board to help both sides work together. She said she is seeing kids who are having mental health issues because of what has happened over the course of the last year.

Theresa Finan, Shawnee, said she has spoken to the board at least four times and feels like she isn't being heard. She asked the board to listen to parents and leave healthcare up to them.

President Heikes asked if there were any changes to the Agenda or Consent Agenda. Bill Fletcher asked to remove check number 55412 and 55686 from Consent Agenda item "C. Approve payment of bills and transfer of funds" for approval separately.

Mrs. Danielle Heikes moved to adopt the Agenda and approve the Consent Agenda as amended.

Mrs. Ashley Spaulding seconded.

Carried 7/0.

The following Consent Agenda items were approved:

1. Minutes of the June 7th regular meeting.
2. Payment of bills and issuance of checks numbered 55391 – 55411, 55413 – 55442, 55447 – 55532, 55550 – 55647, 55655 – 55685 and 55687 - 55716.
3. Transfer of funds as follows:
 - a. \$1,822,820.38 from General (Fund 06) to Special Education (Fund 30)
 - b. \$1,360,782.25 from LOB (Fund 08) to Special Education (Fund 30)
 - c. \$18,400.77 from LOB (Fund 08) to State Preschool (Fund 11)
 - d. \$670,232.16 from LOB (Fund 08) to At-Risk K-12 (Fund 13)
 - e. \$121,774.79 from LOB (Fund 08) to Bi-Lingual (Fund 14)
 - f. \$35,604.36 from LOB (Fund 08) to Professional Development (Fund 26)
 - g. \$24,358.25 from LOB (Fund 08) to Parents as Teacher (Fund 28)
 - h. \$595,862.98 from LOB (Fund 08) to Vocational Education (Fund 34)
 - i. \$1,000,000.00 from LOB (Fund 08) to Textbook (Fund 55)
4. Personnel recommendations as follows:

Resignations – Classified

Kimberly Harris, Secretary, MVHS
Ashley Hendrickson, Nurse, CTEC
Terrale Johnson, Center Based Paraprofessional, MVHS
Melissa Neumann, Lead Custodian, MVHS
Angela Rose, Paraprofessional, RE
David Yantzi, Evening Custodian, PRE

Employment – Classified

Dianne Brown, Nurse, The Bridge
Courtney Bova, Early Childhood Lead Teacher, CTEC
Mari Byrne, Paraprofessional, RE
Stephanie Chavez, Student Nutrition Assistant, MCMS
Matthew Cooper, Evening Custodian, MVHS
Consuelo Gilbertie, Student Nutrition Assistant, MVHS

Laura Klingler, Custodian, CTEC
Brittney Land, Rule 10 Assistant Volleyball Coach, MVHS
Bryan Marsch, Substitute Custodian, Districtwide
Heather Meireis, Center Based Paraprofessional, ME
Rachel Morgan, Center Based Paraprofessional, The Bridge
Carlos Olivas, Rule 10 Assistant Boys Soccer Coach, MVHS
Emilee Reno, Paraprofessional, RE
Taylor Roberts, Center Based Paraprofessional, The Bridge
Nicole Russel, Lunchroom Aide, CCE
Xavier Sagal, Center Based Paraprofessional, The Bridge
Lisa Stewart, Center Based Paraprofessional, MVHS
Rebecca Sullivan, Early Childhood Lead Teacher, CTEC
Trisha Terada, Math Aide, RE
Natalie Tucker, Reading Aide, PRE

Resignation – Certified *(At the conclusion of the 2020-21 school year.)*

Elizabeth Knowles, Behavior Specialist, Districtwide

Employment – Certified *(Effective for the 2021-22 school year.)*

Diana Auckly, 3rd Grade Teacher, HE
Marissa Bundy, Kindergarten Teacher, CCE
Brittany Nielsen, 7th Grade Science Teacher, MTMS
Tina Rainbolt, Resource Teacher, BE

5. Adoption of a Resolution for the State of Kansas Municipal Investment Pool.
6. 2021-2022 District Goals
7. Revisions to Board Policies IDCE – College Classes, IIBGB – Online Learning Opportunities and IIA – Performance Based Credits.
8. 2021-22 Lease Agreement between USD 232 and the Johnson County Park & Recreation District (JCPRD) for before and after school childcare.
9. Updated Student MacBook Handbook.
10. Declared one (1) Alto Sham Combination Oven, Model #7.14 MLG surplus.
11. Purchase of two (2) stackable Combination Ovens from Douglas Food Stores in the amount of \$31,663.27.
12. Purchase of one (1) Trotec Laser Cutter for the Cedar Trails Exploration Center CAPS program from Trotec Laser in the amount of \$23,340.00.
13. Purchase of one (1) Laguna CNC 4x8 Router for the Cedar Trails Exploration Center CAPS program from Laguna Tools in the amount of \$38,700.36.
14. Acceptance of a donation from Interstate Studios in the amount of \$1,432.07 to Prairie Ridge Elementary School.

15. The following extended day trip:

- Mill Valley High School Student Council, 12th Grade, meet with Student Council Region 6 advisors and student representatives to begin planning the Student Council Vision Conference to be hosted by Mill Valley in June 2022, Bentonville, AR, July 30, 2021 – August 1, 2021.

Bill Fletcher declared a conflict of interest and left the meeting at 6:28 p.m.

Mrs. Stephanie Makalous moved to approve payment to Kansas Land Management, LLC in the amount of \$14,269.80 with check number 55412 and \$10,702.35 with check number 55686.

Mr. John Gagnat seconded.

Carried 6/0.

Bill Fletcher returned to the meeting at 6:29 p.m.

ACTION ITEMS.

2021-2022 Organizational Items. Board members received a draft copy of 2021-2022 Organizational Items in the June board packet. Superintendent Harwood asked that it be approved with the only change being assigning Ashley Spaulding to the Board & Administration Committee instead of Rachele Zade as she is the newly elected Vice President of the Board.

Mrs. Rachele Zade moved to approve the Board of Education 2021-22 Organizational Items as discussed.

Mrs. Danielle Heikes seconded.

Carried 7/0.

A copy of the 2021-2022 Organizational Packet is attached to these minutes.

Communicable Disease Mitigation Protocols. Superintendent Harwood noted that since Senate Bill 40 has expired the district is now back under direction of the County Health Department. He presented the Board with the proposed Communicable Disease Mitigation Protocols and noted that the Exclusions section and guidelines are being developed and will be presented to the Board in August. Board members were asked for feedback.

President Heikes asked who sets the requirement to exclude children based on being infected with a communicable disease. Superintendent Harwood said this is set by state statute. He said the protocols are useful for all communicable diseases, not just COVID-19.

Bill Fletcher expressed concern with the wording “strongly recommended” with regard to mask use. Superintendent Harwood said that this language is in line with the resolution approved by the Johnson County Board of County Commissioners.

President Heikes asked Superintendent Harwood to change the language to say that masks are optional unless mandated by a health authority. She said the health guidance received from health officials during the pandemic has been confusing and at this point in time there is no county or state mandate in place. She pointed out that masks have never been talked about before in relation to other communicable diseases.

Ashley Spaulding said she was in agreement with stating masks are optional.

Superintendent Harwood said the language could be changed to say barrier face masks are optional inside USD 232 buildings.

Rick Amos said he strongly likes the word “optional” with regard to mask use.

In response to a question from Ashley Spaulding, Superintendent Harwood said under current guidelines if somebody was vaccinated for COVID-19 they would not be excluded if exposed. He also said that he assumes testing will be part of the guidelines. He pointed out that the COVID-19 vaccine is not required and no one will be excluded from school if they do not have the vaccine. Mrs. Spaulding asked if language pertaining to this could be added to the Exclusion section of the protocols. Superintendent Harwood said language could be added in the Vaccination section and the board can talk about it again when they review the Exclusion section next month.

Superintendent Harwood read the changes to be made to the protocols:

- Under Masks – Change to: Barrier face masks are optional inside USD 232 buildings.
- Under Vaccination – Add: Individuals will not be excluded from school based solely on COVID-19 vaccination status.

Superintendent Harwood reviewed the Communicable Disease Mitigation Guidelines with the board. This defines steps taken to mitigate spread of disease in the buildings. There are three measures (Low - green, Elevated - yellow and High - orange) with steps varying based on the spread of COVID-19 in district buildings and the community.

Bill Fletcher suggested the yellow category (Elevated) be dropped and the district just work with the green (Low) and orange (High) categories.

Mrs. Ashley Spaulding moved to approve recommended Communicable Disease Mitigation Protocols as discussed.

In response to a question from Bill Fletcher, Superintendent Harwood said that Exclusions and the Guidelines will be discussed in August.

Mrs. Stephanie Makalous seconded.

Carried 7/0.

Recommended Calendar for the 2022-23 School Year. Alvie Cater, Assistant Superintendent of Administration & Communications, presented the board with the calendar for the 2022-23 school year and said emergency snow days have been included.

Mrs. Danielle Heikes moved to approve the recommended calendar for the 2022-23 school year.

Mrs. Rachele Zade seconded.

Carried 7/0.

Bond Project Changes (Batting Cages/Concrete Work/Sound Upgrade). Steve Deghand, Assistant Superintendent of Facilities & Operations, explained that back in November one of the bond projects presented were hitting tunnels, but the feeling was that they were too expensive so they were re-assessed. He said the majority of savings on this project came from removing the roofs and reducing the length of each tunnel. Those changes reduced the overall cost by over \$360,000.00. Drawings were shared showing where the hitting tunnels would be placed at each high school.

Mr. Deghand said another recommendation is for additional concrete work at the De Soto High school baseball/softball fields. He said this would eliminate a few patches of hard to maintain grass as well as make the space more usable for patrons to view ballgames.

Mr. Deghand also said the upgraded sound system recommended at De Soto High School was being removed from consideration due to discovery that costs would be significantly higher than initially anticipated.

Mrs. Stephanie Makalous moved to approve installation of eight (8) hitting tunnels (four at each high school) and additional concrete work at the De Soto High School baseball/softball fields totaling \$531,891.00.

Mr. John Gagnat seconded.

Carried 7/0.

Javelin Runway Agreement. Steve Deghand explained that a piece of the construction project at Mill Valley High School is to relocate the javelin runway to make room for construction of the softball field and for other throwing events. He said there is not as much land to work with at Mill Valley and the javelin runway takes up quite a bit of space with participants needing a runway that is 120 feet and a throwing sector that is 204 feet in length so the only place for the runway is in the southwest corner of the campus. He noted that this area has a floodplain that does not allow for the district to change elevations anywhere, but it was determined that if the runway started 20 – 30 feet on property owned by the City of Shawnee everything could work. Mr. Deghand presented the Board with an agreement with the City of Shawnee for use of this piece of land and showed a map showing how the proposed runway crosses onto city property. Superintendent Harwood explained that there is no money or property changing hands. The agreement is an acknowledgement that the district will use the property

and be responsible for any injury on it, as well as return it to its current state if the runway were to be abandoned.

Mrs. Danielle Heikes moved to approve a Recreational Activity and Community Use Agreement/Property Use Agreement between the City of Shawnee and Unified School District No. 232.

Mrs. Ashley Spaulding seconded.

Carried 7/0.

Mr. Deghand also gave the board an update on bond projects at the Cedar Trails Exploration Center, De Soto High School, Mill Valley High School, Starside Elementary cafeteria expansion, and The Bridge remodel, explaining delays caused by supply chain issues (furniture delivery, epoxy flooring material and metal lockers) and weather.

DISCUSSION ITEMS.

Changes to Budgeting Procedures. Superintendent Harwood reminded the Board that due to Senate Bill 13 the timing in budget approval is being revised. He explained that the legislature came up with a Revenue-Neutral Rate which is a tax rate for the current tax year that would generate the same amount of property tax revenue as levied the previous tax year, using the current year's assessed valuation. Senate Bill 13 establishes notice and public hearing requirements if seeking to collect property taxes in excess of the revenue-neutral rate. Superintendent Harwood said that next year every land owner will receive a statement in the mail in early August that shows every property tax levying agency, the amount of money they levy and the mill rate. He said governing bodies are required to publish notice of the intent to exceed the revenue-neutral rate listing date, time and location of a public hearing. Julie Stucky, Director of Finance, said the biggest change the Board will see is that the budget approval is being moved from August to September. She explained that while the district's mill rate will remain steady, it will raise more money next year because of the valuation increase. She presented the Board with the new budget timeline and a mill rate and tax comparison between 2021 and 2022.

Alvie Cater, Assistant Superintendent of Administration & Community Relations, presented the Board with a policy change needed in Section DC – Annual Operating Budget to accommodate new budgeting rules.

ESSER Funding. Superintendent Harwood said ESSER stands for Elementary and Secondary School Emergency Relief Fund. He explained ESSER I, ESSER II and ESSER III. All federal grants that are mostly tied to the Title 1 formula. Each section has a different timeframe of funding. He reviewed fund allocations and expenditures to date in ESSER I, fund allocations and planned expenditures for ESSER II

and estimated fund totals for ESSER III. He explained that regulations for ESSER III are still being finalized and specific plans for these funds will be developed over the coming months.

President Heikes declared a seven minute break at 7:58 p.m.

The Board returned to open session and President Heikes called the meeting back to order at 8:06 p.m.

FYI REPORT. The following informational report was included in the packet for this board meeting: 1. Unencumbered Cash Balances.

EXECUTIVE SESSION.

Negotiations.

Mrs. Danielle Heikes moved to go into executive session at 8:06 p.m. for a period of twenty minutes with Frank Harwood, Alvie Cater, Brian Schwanz and Carrie Handy to discuss Negotiations pursuant to the exception for employer-employee negotiations under KOMA and return to open session at 8:26 p.m. at this location.

Mrs. Rachele Zade seconded.

Carried 7/0.

The Board returned to open session and President Heikes called the meeting back to order at 8:26 p.m.

President Heikes adjourned the meeting at 8:27 p.m.

Date Approved

Clerk, Board of Education

President, Board of Education



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

JULIE STUCKY
Director of Finance

TO: Dr. Frank Harwood, Superintendent of Schools
USD 232 Board of Education
FROM: Julie Stucky, Director of Finance
DATE: July 29, 2021
SUBJECT: Treasurer's Report (Consent Agenda Item)

Approve Checks 55717 – 55886 with Following Exceptions:

Payroll & Payroll Vendor Checks

55717- 1st July Payroll Vendor Checks, Period 06-16/06-30-21, Pay Date 07-15-21

55807-55810- 2nd July Payroll Vendor Checks, Period 07-01/07-15-21, Pay Date 07-31-21

No transfers for month ended July 31, 2021

Check Journal - 07/22/21

Check Number	Check Date	Payee	Reason	Amount
55762	07/22/21	A. L. Huber, Inc.	Construction Manager for DHS Stadium Renovation	\$1,172,032.07
55763	07/22/21	Amazon Capital Services	Convocation/NTA supplies	\$216.59
55764	07/22/21	Apple Inc.	Equipment	\$3,198.00
55765-55766	07/22/21	Arvest Bank	Visa Statement 7.14.21	\$29,775.85
55767	07/22/21	Arvest Bank	Freshman MVHS CPR cards	\$893.00
55768	07/22/21	B & W Fire L.L.C.	Annual Fire Extinguisher Inspections - MJ	\$3,900.75
55769	07/22/21	Carolina Biological Supply Co	Equipment for Bioscience Lab, CTEC building	\$3,503.57
55770	07/22/21	Carousel Digital Signage	Software	\$9,240.00
55771	07/22/21	CDW Government	Parts	\$239.74
55772	07/22/21	Concentra Medical Centers	Fund Work Comp Concentra 2021-2022	\$79.00
55773	07/22/21	Dennis King	Leadership and Professional Learning Communities	\$2,500.00
55774	07/22/21	Edgenuity	Overage for Summer School (Middle School Count)	\$585.00
55775	07/22/21	EnergyCAP, Inc.	Energy Cap Agreement	\$3,000.00
55776	07/22/21	Evergy	Construction Meter CTEC	\$204.70
			Electricity- LT Grounds June/July 21	\$102.64
55777	07/22/21	Fastenal Company	Grounds Supplies	\$433.71
55778	07/22/21	First Student, Inc.	Disinfecting buses	\$1,624.52
55779	07/22/21	Foster Bros Wood Prod., Inc.	Mulch District Wide - ER	\$1,756.00
55780	07/22/21	Frontline Technologies Group, LLC	Renewal 2021-22 Professional Learning Management	\$13,762.49
55781	07/22/21	Gerber Transfer LLC	Moving Early Childhood	\$6,458.00
55782	07/22/21	Grainger	Pallet jack for DHS	\$456.31
			CTEC equipment	\$3,403.78
55783	07/22/21	Harp's Food Stores, Inc.	Breakfast for District Secondary Admin PLC Training	\$74.18
55784	07/22/21	Heartland Payment Systems-Nutrikids	Student Nutrition Dept.	\$510.50
55785	07/22/21	Kansas Suicide Prevention HQ	School Mental Health Team Training - October/April	\$2,500.00
55786-55788	07/22/21	Kennycos Industries, Inc.	Annual Fire Alarm Inspections District Wide - MJ	\$2,753.50
			Fire Alarm Service Call & repairs	\$1,204.50
			Six Months Fire Alarm Monitoring 8/1/21 - 1/31/22	\$2,250.00
55789	07/22/21	Key Refrigeration Supply L.L.C.	Filters District Wide & Ice Maker Filters @ MVHS	\$206.20
55790-55791	07/22/21	Lowe's	Grounds/Maint/Custodial supplies	\$2,973.56
55792	07/22/21	Troy Hoppes	Reimburse for cancelled field reservation	\$50.00
55793	07/22/21	Office Depot	Supplies	\$340.72
55794	07/22/21	Olathe T-Shirt & Trophy Inc.	Summer Uniforms	\$737.50
55795	07/22/21	Perma-Bound	2021 February Book Order	\$102.17
55796	07/22/21	Pur-0-Zone, Inc	Custodial equipment maintenance/repairs	\$145.00
			Gym floor resurfacing	\$22,201.00

Check Journal - 07/22/21

Check Number	Check Date	Payee	Reason	Amount
55797	07/22/21	Royal Metal Industries Inc.	Piece of Aluminum @ PRE - DB	\$96.55
55798	07/22/21	Sacred Heart Catholic School	August 11 PD Reimbursement	\$500.00
55799	07/22/21	Suburban Lawn & Garden	AO Plants - ER	\$59.96
55800	07/22/21	Synetic Technologies, Inc.	Parts and Repairs	\$100.00
55801	07/22/21	Tire Hub	Vehicle Supplies	\$346.00
55802	07/22/21	United Office Products, Inc.	Classroom Supplies	\$499.95
55803	07/22/21	Verizon Wireless Services LLC	Tech/Facilities/HR-Broadband cards	\$762.87
55804	07/22/21	Wells Fargo Vendor Fin Serv	Equipment Lease	\$814.66
55805	07/22/21	Wiese USA	Planned Maintenance on Warehouse Pallet Jacks	\$165.00
55806	07/22/21	Zimmerman Construction Company Inc.	Construction Manger Fieldhouse Projects	\$194,266.80
				\$1,491,026.34

Credit Card Statement
07/14/21

Date	Cardholder Name	Merchant	Merchant Location	Amount
7/12/2021	ERIC ROBERTS	LINE-X OF OLATHE	913-7681166, KS 660610000	\$ 1,054.00
	ERIC ROBERTS Total			\$ 1,054.00
6/15/2021	JODIE SAULTZ	IN CORE COMMUNICATIONS L	816-5816400, MO 641160000	\$ 17,964.00
6/17/2021	JODIE SAULTZ	REEVES - WIEDEMAN COMPANY	816-9606400, MO 641110000	\$ 1,038.10
7/13/2021	JODIE SAULTZ	BTS REEVESWIEDEMAN	816-960-6400, MO 641110000	\$ 1,656.08
	JODIE SAULTZ Total			\$ 20,658.18
7/7/2021	JULIE MAURER	KTA - TRANSA TEMP - RET	WICHITA, KS 672070000	\$ 1.25
7/8/2021	JULIE MAURER	KTA - TRANSA TEMP - RET	WICHITA, KS 672070000	\$ 2.00
	JULIE MAURER Total			\$ 3.25
6/18/2021	MELISSA MILLER	IKEA MERRIAM	MERRIAM, KS 662020000	\$ 19.51
7/8/2021	MELISSA MILLER	THE WEBSTaurant STORE INC	717-392-7472, PA 176020000	\$ 3,569.00
	MELISSA MILLER Total			\$ 3,588.51
6/17/2021	MONTICELLO TRAILS MS	GOOGLE GOOGLE STORAGE	855-836-3987, CA 940430000	\$ 2.99
6/19/2021	MONTICELLO TRAILS MS	EDPUZZLE PRO TEACHER	HTTPSEDPUZZLE, CA 941030000	\$ 11.50
7/9/2021	MONTICELLO TRAILS MS	EDPUZZLE PRO TEACHER	HTTPSEDPUZZLE, CA 941030000	\$ 11.50
	MONTICELLO TRAILS MS Total			\$ 25.99
7/5/2021	PRAIRIE RIDGE ELEMENTARY	SMORE.COM - EDUCATOR	WWW.SMORE.COM, PA 152060000	\$ 79.00
	PRAIRIE RIDGE ELEMENTARY Total			\$ 79.00
6/16/2021	RIVERVIEW ELEMENTARY	SQ SQUARE WEEBLY	GOSQ.COM, CA 941030000	\$ 49.95
	RIVERVIEW ELEMENTARY Total			\$ 49.95
6/15/2021	TAMI CASEY	HAMPTON INNS	316-9422000, KS 672090000	\$ 280.36
6/16/2021	TAMI CASEY	LOWES #00907	866-483-7521, NC 286590000	\$ 2,045.14
6/17/2021	TAMI CASEY	AMERICAN BOX TAPE CO	913-384-0992, KS 662260000	\$ 549.00
6/17/2021	TAMI CASEY	WOODCRAFT SUPPLY LLC	PARKERSBURG, WV 261050000	\$ (105.13)
6/17/2021	TAMI CASEY	HOMEDEPOT.COM	800-430-3376, GA 303390000	\$ 179.88
6/22/2021	TAMI CASEY	HAMPTON INNS	316-9422000, KS 672090000	\$ (23.71)
7/3/2021	TAMI CASEY	TOWNEPLACE SUITES BY M	WICHITA, KS 672260000	\$ 467.63
7/12/2021	TAMI CASEY	DOLLARTREE	SHAWNEE, KS 662260000	\$ 11.00
7/12/2021	TAMI CASEY	PADLET PADLET SOFTWARE	HTTPSPADLET.C, CA 941030000	\$ 198.00
7/12/2021	TAMI CASEY	WM SUPERCENTER #4611	SHAWNEE, KS 662260000	\$ 130.24
7/13/2021	TAMI CASEY	SAMS CLUB #8208	LENEXA, KS 662150000	\$ 37.70
	TAMI CASEY Total			\$ 3,770.11
6/14/2021	TRAVEL CARD 1	APPLEBEES 889303488939	WICHITA, KS 672160000	\$ 38.28
6/14/2021	TRAVEL CARD 1	BRICKTOWN BREWERY - WICHI	WICHITA, KS 672120000	\$ 40.08
	TRAVEL CARD 1 Total			\$ 78.36
7/10/2021	TRAVEL CARD 3	CAPITAL PLAZA	TOPEKA, KS 666120000	\$ 103.79
7/10/2021	TRAVEL CARD 3	CAPITAL PLAZA	TOPEKA, KS 666120000	\$ 103.79
7/10/2021	TRAVEL CARD 3	CAPITAL PLAZA	TOPEKA, KS 666120000	\$ 114.49
7/10/2021	TRAVEL CARD 3	CAPITAL PLAZA	TOPEKA, KS 666120000	\$ 125.19
7/9/2021	TRAVEL CARD 3	KTA - TRANSA TEMP - RET	WICHITA, KS 672070000	\$ 1.25
	TRAVEL CARD 3 Total			\$ 448.51
6/16/2021	WENDY DENHAM	HY-VEE SHAWNEE 1560	SHAWNEE, KS 662160000	\$ 165.00
6/18/2021	WENDY DENHAM	HY-VEE SHAWNEE 1560	SHAWNEE, KS 662160000	\$ 90.00
6/23/2021	WENDY DENHAM	HY-VEE SHAWNEE 1560	SHAWNEE, KS 662160000	\$ 100.00
	WENDY DENHAM Total			\$ 355.00
	Grand Total			\$ 30,110.86
			Check # 55564	\$ 335.01
			Check # 55766	\$ 29,775.85
				\$ 30,110.86

Check Journal - 07/29/2021

Check Number	Check Date	Payee	Reason	Amount
55811	07/29/21	24-7 Fire Protection LLC	Backflow Testing District Wide - MJ	\$4,137.97
55812	07/29/21	Achieve3000, Inc	Professional Development Training for August 6th	\$29,900.00
55813	07/29/21	Advanced Asphalt Paving & Concrete LL	District Asphalt Repairs App By BOE 3/22/21	\$478,032.00
55814	07/29/21	Alliance Fire Protection, LLC	Construction Services CTEC App	\$2,501.10
55815	07/29/21	Altmar, Inc.	Construction Services CTEC	\$116,208.40
55816	07/29/21	Altmar, Inc.	Construction Service DHS PAC	\$30,146.40
55817	07/29/21	Amazon Capital Services	Classroom and Office Supplies	\$4,327.86
55818	07/29/21	AT&T	Telephone Lines 07/17/21	\$2,553.70
55819	07/29/21	Atmos Energy	Heat-MC, CLC, DSC, DHS, LT, ME, CTE - June 2021	\$1,152.11
55820	07/29/21	Atmos Energy	Gas Service-Bridge & DHS for June/July 2021	\$116.04
55821	07/29/21	Barkley Asphalt Co., Inc.	Construction Services CTEC	\$24,525.00
55822	07/29/21	Barts Electric	Construction Services CTEC	\$29,977.21
55823	07/29/21	Barts Electric	Construction Service DHS PAC	\$40,447.80
55824	07/29/21	Bio-Rad Laboratories	Supplies / Equipment - CTEC BIOSCIENCE	\$2,087.56
55825	07/29/21	Boehm Brothers Painting	Shed for Clear Creek	\$5,699.00
55826	07/29/21	Border States Industries Inc	Lamps for LTMS - MJ	\$146.40
55827	07/29/21	BSN Sports, LLC	Track uniforms	\$5,495.00
55828	07/29/21	Capital One Trade Credit	Equipment for CTEC building	\$5,576.49
55829	07/29/21	Carroll Seating Company	Construction Services CTEC	\$8,982.90
55830	07/29/21	Cates Service Company	Cates Service Agreement	\$8,075.00
55831	07/29/21	CDW Government	ESports @ CTEC	\$91,960.00
55832	07/29/21	City Of De Soto	Building Permit	\$1,779.60
55833	07/29/21	Combes Construction LLC	Other Construction Services DHS PAC	\$24,678.90
55834	07/29/21	Constellation NewEnergy - Gas Division	Heating Bill	\$1,020.65
55835	07/29/21	Control Service Co., Inc.	Service Agreement	\$1,981.00
55836	07/29/21	Country Carpet	Construction Services CTEC	\$49,374.00
55837	07/29/21	De Soto Auto Parts	Vehicle Supplies	\$801.50
55838	07/29/21	Desco Coatings, Inc	Construction Services CTEC	\$53,803.58
55839	07/29/21	Edgenuity	2021-22 Renewal Digital Libraries 9-12	\$20,000.00
55840	07/29/21	Educational Design Solutions, LLC	Lexia - Core 5 - Power Up - 1 year license	\$3,397.37
55841	07/29/21	First Student, Inc.	Student transportation - July 2021 (6/27/21 - 7/24/21)	\$29,491.92
55842	07/29/21	Fisher Science Education	Supplies / Equipment for CTEC - BIOSCIENCE	\$935.00
55843	07/29/21	Five Star Masonry, LLC	Other Construction Services DHS PAC	\$299,041.20
55844	07/29/21	Flinn Scientific Inc.	Supplies/Equipment - CTEC - BIOSCIENCE	\$102.20
55845	07/29/21	Go Mini's of Overland Park	Mobile Storage Containers for The Bridge during reno	\$298.00
55846	07/29/21	Godard & Son Rfg Co	Other Construction Services DHS PAC	\$86,671.80

Check Journal - 07/29/2021

Check Number	Check Date	Payee	Reason	Amount
55847	07/29/21	Grainger	Welder for CTEC	\$10,794.45
55848-55850	07/29/21	Horst, Terrill & Karst Architects, P.A.	Architectural Fees	\$268,412.60
55851	07/29/21	Icon Structures, Inc	Contract for Bridge Remodel	\$189,989.58
55852	07/29/21	Icon Structures, Inc	Starside Cafe Expansion	\$623,709.05
55853	07/29/21	Interstate Elec. Supply, Inc.	Maintenance Supplies	\$531.24
55854	07/29/21	JR & Co., Inc.	Construction Services CTEC	\$16,236.90
55855	07/29/21	k12 ITC, Inc.	Software	\$14,832.00
55856	07/29/21	Ka-Comm, Inc.	Radio Services	\$180.00
55857	07/29/21	KC Mechanical Inc	Construction Service DHS PAC BOE	\$28,816.51
55858	07/29/21	Key Refrigeration Supply L.L.C.	Capacitor, Brackets & Motors @ MVHS & Stock	\$622.84
55859	07/29/21	Kruger Technologies, Inc	Geo Tech Inspections for ETC/ECC Construction	\$2,353.13
55860	07/29/21	Lithko Contracting, LLC	Other Construction Services DHS PAC	\$7,639.20
55861	07/29/21	Manning Construction Company, Inc.	Construction Management DHS PAC	\$60,168.04
55862	07/29/21	Micro Center, Inc.	Equipment	\$139.90
55863	07/29/21	Mid America Service Co.	Annual Kitchen Hood Inspections District Wide	\$1,897.00
55864	07/29/21	Midland Steel Co.	Other Construction Services DHS PAC	\$43,200.00
55865	07/29/21	Midland Steel Co.	Construction Services CTEC	\$37,845.00
55866	07/29/21	Midland Steel Co.	Other Construction Services DHS PAC	\$268,473.00
55867	07/29/21	Midwest Glass & Glazing, LLC	Construction Services CTEC	\$17,704.26
55868	07/29/21	Mill Valley High School	Reimburse State Track Entry Fees	\$470.00
55869	07/29/21	Deanna Beyer	Student Nutrition Dept.	\$161.55
55870	07/29/21	Nutrislice, Inc.	Student Nutrition Dept.	\$4,170.60
55871	07/29/21	Office of the State Fire Marshal	Boiler Certificates	\$300.00
55872	07/29/21	Pitsco	CTEC - MAKERSPACE Injection Molding Machine	\$600.95
55873	07/29/21	Pur-O-Zone, Inc	Custodial equipment maintenance/repairs	\$5,090.65
55874	07/29/21	R.D. Johnson Excavating Co. LLC	Other Construction Service DHS PAC BOE	\$13,295.71
55875	07/29/21	Regents Flooring	Other Construction Services DHS PAC	\$2,894.40
55876	07/29/21	Riverside Community Care, Inc	Signs of Suicide Renewals	\$1,500.00
55877	07/29/21	Seal-O-Matic Paving Co., Inc.	Other Construction Services MVHS Add 2019	\$7,092.10
55878	07/29/21	Shiffler Equipment Sales, Inc.	Lock Bar Retainer Clips District Wide	\$68.99
55879	07/29/21	Star Signs LLC	Signage for MVHS Stadium	\$6,905.00
55880	07/29/21	Switzer Brothers Painting, LLC	Other Construction Services MVHS Add 2019	\$10,050.30
55881	07/29/21	Uline	CTEC equipment	\$344.71
55882	07/29/21	United Office Products, Inc.	Furniture for CTEC	\$26,169.39
55883	07/29/21	Voyager Sopris Learning	LETRS EC Facilitator Renewal Online License	\$318.00
55884	07/29/21	Warehouse One, Inc.	Shelving for Warehouse	\$34,436.22

Check Journal - 07/29/2021

Check Number	Check Date	Payee	Reason	Amount
55885	07/29/21	Workforce Partnership	Work-Based Learning Assistance	\$70,000.00
55886	07/29/21	Zimmerman Construction Company Inc.	Foundation Repair MCMS	\$92,250.00
				\$3,335,087.93

To: Members of the Board of Education
Frank Harwood, Superintendent of Schools
From: Alvie Cater
Date: July 28, 2021
Subject: **Recommended Policy Updates (CONSENT)**

We are continuing our regular review of policies with a recommendation for changes to be considered by the Board of Education at the regularly scheduled meeting in January.

As you may recall, our process for policy revisions will be a written report submitted as an Alert, followed by requested action via the Consent Agenda the following month. As a reminder, the Board may choose to remove items from Consent for further discussion.

We are reviewing existing policies and are presenting recommendations to add, amend, or strike policy language regarding a range of topics. The review is taking place with available resources provided by the Legal/Policy Services of Kansas Association of School Boards (KASB) at no additional cost to the school district. The resources from KASB are available to the district as part of its regular membership.

Recommendations to add or amend policies will generally fall into three categories with some overlap:

- **Required Changes** – in order to comply with new federal/state laws and regulations
- **New Policies** – to address emerging issues and/or comply with federal/state regulations
- **Recommended Revisions** – to fill gaps in existing language, eliminate redundancy, correct punctuation, and/or make policies easier to administer.

We are presenting 13 policy updates and two (2) new policies for your consideration.

How to review policy updates

We are presenting current board policy with noted changes in two ways:

- ~~Strikethrough~~ text
- *Red Italics* for new language or new references

As we go through specific policies, you may see mentions of other board policies denoting possible connections and references. We will not present referenced policies in these reports unless there are changes to be considered.

Policy DC – Annual Operating Budget

This policy is revised to address SB 13 and HB 2104 which establish new notice and public hearing requirements if the district's budget will exceed the revenue neutral rate. The new notice and hearing requirements take effect in 2021 for the district's 2022 budget. County clerks will notify the district of their revenue neutral rate by June 15. The revenue neutral rate is the tax rate that would generate the same amount of property tax revenue as levied the previous year, using the current tax year's total assessed valuation. The school district is required to notify the county clerk on or before July 20 of its intent to exceed the revenue neutral rate and provide notice of the date, time and location of the public hearing on the resolution providing for the levy. The public hearing is to be held no sooner than August 20 and no later than September 20. Finally, the portion of the current policy regarding fraud prevention and whistleblowers will be moved to new policy section DE – Fraud Prevention and Investigation.

DC – Annual Operating Budget

The district budget shall be prepared by the superintendent in cooperation with selected district employees and shall reflect the district's educational goals.

The superintendent shall follow the adopted budget.

The district shall fund the operating budget according to approved fiscal and budgetary procedures required by the State of Kansas.

Budget Forms

Budget forms used shall be those prepared and recommended by the Kansas State Department of Education. Budget summary documents shall be prepared on forms provided by the Kansas State Department of Education.

Priorities

The board will establish priorities for the district on a short-term, intermediate and long-range basis.

Deadlines and Schedules

Deadlines and time schedules shall be established by the board.

Encumbrances

An encumbrance shall be made when a purchase is made or when an approved purchase order is processed. All encumbrances shall be charged to a specific fund. All necessary encumbrances shall be made by the business office personnel.

Recommendations

Recommendations of the superintendent and professional staff concerning the district's ~~educational program and related budget figures~~ **budget allocations** will be presented to the board prior to submission of the tentative draft budget. ~~All superintendent and staff~~

recommendations will be presented to the board no later than the regular board meeting in July.

Preliminary Adoption Procedures

The superintendent will be responsible for developing the budget cover letter. ~~It is recommended that the letter include a restatement of the goals and objectives of the district and a list of budget priorities. An explanation of line item expenditures will be included in the letter. Fund expenditures and line categories will also be explained in terms of how the budget meets the goals and objectives of the district and enhances completion of priority programs.~~ A preliminary draft of the district's budget will be submitted by the superintendent ~~to the board on or before August 5 each year.~~ *within a timeframe that allows the district to comply with all statutory deadlines.*

Hearings and Reviews

The board shall conduct budget hearings according to state law.

Budget Transparency

The district shall comply with the requirements of the Kansas Uniform Financial Accounting and Reporting Act and rules and regulations promulgated by the Kansas State Board of Education thereunder in maintaining, reporting, publishing on the district's website, and making available to the public specified budgetary records, forms, and information.

Management of District Assets/Accounts

The superintendent shall establish and maintain accurate financial management systems to meet the district's fiscal obligations, produce useful information for financial reports, and safeguard district resources. The superintendent shall ensure the district's accounting system provides ongoing internal controls. The superintendent shall review the accounting system with the board.

Fraud Prevention and Investigation

~~All employees, board members, consultants, vendors, contractors and other parties maintaining a business relationship with the district shall act with due diligence in duties involving the district's fiscal resources. The superintendent shall develop internal controls that aid in the prevention and detection of fraud, financial impropriety or irregularity.~~

Reporting Fraud

~~An employee who suspects fraud, impropriety or irregularity shall promptly report those suspicions to the immediate supervisor and/or the superintendent. The superintendent shall have primary responsibility for any investigations, in coordination with legal counsel and other internal or external departments and agencies as appropriate.~~

Whistleblowers

~~The district encourages complaints, reports or inquiries about illegal practices or violations of district policies, including illegal or improper conduct by the district, its leadership or by others on its behalf. Reports could include, but not be limited to, financial improprieties, accounting or audit matters, ethical violations or other similar illegal or improper practices or policies. The district prohibits retaliation by or on behalf of the district against staff members who make good faith complaints, reports or inquiries under this policy or for participation in a review or investigation under this policy. Any act of retaliation against any person who has engaged in a protected activity, as that term is defined by law, is prohibited. Any person who retaliates will be subject to immediate disciplinary action, up to and including termination of employment. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The district reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.~~

~~Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to the superintendent. If the superintendent is implicated in the complaint, report or inquiry it should be directed to the board of education. The district will conduct a prompt review or investigation. The district may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.~~

BOE Approved: 10/2009; 08/2021

Policy DE – Fraud Prevention and Investigation

This will be a new policy section that moves the fraud prevention and whistleblower language from existing policy section, DC, to its own section. Because this will be a new section, the contents are being presented in regular type.

NEW: Policy DE – Fraud Prevention and Investigation

All employees, board members, consultants, vendors, contractors, and other parties maintaining a business relationship with the district shall act with due diligence in duties involving the district's fiscal resources. The superintendent shall develop internal controls that aid in the prevention and detection of fraud, financial impropriety, or irregularity.

Reporting Fraud

An employee who suspects fraud, impropriety, or irregularity shall promptly report those suspicions to the immediate supervisor and/or the superintendent. If the superintendent is the subject of the complaint, reports shall be made to the board president or the board's legal counsel. The superintendent shall generally have primary responsibility for any investigations, in coordination with legal counsel and other

internal or external departments and agencies as appropriate. If the superintendent is the subject of the report of fraud, impropriety, or irregularity, the board shall retain control over the investigation or may designate its legal counsel or another investigator to act on behalf of the board in investigating the matter and reporting any findings back to the board.

Whistleblowers

The district encourages complaints, reports, or inquiries about illegal practices or violations of district policies, including illegal or improper conduct by the district, its leadership, or by others on its behalf. Reports may include, but not be limited to, financial improprieties, accounting, or audit matters, ethical violations, or other similar illegal or improper practices or policies. The district prohibits retaliation by or on behalf of the district against staff members who make good faith complaints, reports, or inquiries under this policy or for participations in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The district reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports, or inquiries or who otherwise abuse this policy.

Complaints, reports, or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports, or inquiries. They should be directed to the superintendent unless otherwise provided above. If the superintendent is implicated in the complaint, report, or inquiry, it should be directed to the board or its legal counsel. The district will conduct a prompt, review or investigation. The district may be unable to fully evaluate a vague or general complaint, report, or inquiry that is made anonymously.

BOE Approved: 8/2021

This concludes the review of policies to be revised or added. As always, let us know what questions you may have.

####



Starisde Elementary
35400 W. 91st St
De Soto, Kansas 66018
Phone: (913) 667-6270
Fax: (913) 441-9452

Jan Hicks, Principal
E-mail: jhicks@usd232.org

TO: USD 232 Board of Education

FROM: Jan Hicks

DATE: July 23, 2021

RE: Donations from Donors Choose/T-Mobile

I ask that the Board of Education recognize a materials donation in the amount of \$462.64 from Donors Choose and T-Mobile to Maddie King's 4th grade classroom. Materials include Snap Circuits, K'Nex, and Magnatiles for classroom use. Materials will be used to develop students' creativity and engineering skills.

Thank you for your attention to this matter.

Sincerely,

Jan A. Hicks



Date: July 27, 2021
To: Board of Education, USD 232
From: Andrea West, Principal
Subject: Department Contribution

I seek the approval of our Board of Education to accept a contribution from the USD 232 Educational Foundation in the amount of \$500 to the USD 232 Early Childhood Department.

Monies will be used to purchase Early Childhood teamwear to be worn at school functions and community events. Funds will be paid directly to vendor.

Respectfully submitted for Board approval,

Andrea West, Principal
Cedar Trails Exploration Center – Early Childhood



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

JULIE STUCKY
Director of Finance

TO: Mr. Frank Harwood, Superintendent of Schools
USD 232 Board of Education
FROM: Julie Stucky, Director of Finance
DATE: August 2, 2021
SUBJECT: Budget Publication & Notice of Hearing (Action Item)
Revenue Neutral Rate Publication and Notice of Hearing (Action Item)

I am pleased to present the proposed budget for fiscal year 2021-22 for your consideration. Following are budget documents which contain key components of the budget with some written explanations to assist you as you review the documents. I will review the budget documents during my presentation and welcome any questions you may have.

Forms for your review:

Page 1, Form 150 – This form shows all sources of revenue that make up the General Fund legal maximum budget authority.

Page 2, Code 99, Notice of Hearing – This form has a comparison of actual expenditures for 2019-20 and 2020-21 compared to proposed budget expenditures for 2021-22. Please keep in mind that we propose a higher budget than what we actually expect to spend. This is to avoid having to republish at a later date if something happens that would cause the need to spend more than we published.

Page 3, Exceeding the Revenue Neutral Rate – This publication is new this year. As required by Senate Bill 13, a resolution of the Revenue Neutral Rate must be adopted by the board of education. Column 1 shows the actual amount of tax levied in 20-21. Column 2 indicates the actual tax rate for 20-21. Column 3 calculates what the tax rate would have to be to raise the same amount of taxes for 21-22. Since our assessed valuation has increased, we have no choice but to exceed the revenue neutral rate since we are required to have a 20 mill general fund. The Supplemental General Fund and Capital Outlay Fund are both previously public voted on tax levies.

The proposed mill levy for the 2021-22 budget is 61.883 mills compared to 62.284 mills for 2020-21, a decrease of .401 mills.

Please look at line #110, net expenditures. You will see the net budgeted expenditures for this year are \$125,381,505 and last year's actual expenditures were \$97,536,373 which is a budgeted increase of \$27,845,132. Of this budgeted increase, \$2,569,191 is General Fund, \$748,685 is LOB, \$16,160,064 is Capital Outlay, \$1,417,452 is Sped, \$2,705,172 is Food Service and \$1,268,140 is KPERS. Due to higher than normal ESSER funding, our federal funds are increasing \$2,942,742. Food Service is also anticipating higher than normal revenues and expenditures. Each of these funds, except Capital Outlay, are budgeted above what we expect to receive. We budget more than expected to avoid budget republications. Capital Outlay is budgeted well above what we expect to spend but publishing a higher amount would give us the authority to cover unexpected emergency expenses. The various remaining funds account for the balance of the increases and/or decreases.

The district's assessed valuation increased approximately 9.0%.

Form 150
2021-2022
ESTIMATED LEGAL MAXIMUM GENERAL FUND BUDGET

General Fund Budget – Lines 1 through 18

1. 2021-22 Adjusted FTE enrollment (Excludes Preschool-Aged At-Risk (4 yr old).) (from Table I)	=	7,307.1
2. Estimated 2021-22 Preschool-Aged At-Risk (4 yr old) FTE enrollment (See Footnote(e)) (Count as .5 FTE)	=	25.0
9/20/21 <u>25.0</u> + 2/20/22 <u>0.0</u>		
3. 2021-22 Total Adjusted FTE Enrollment including Preschool-Aged At-Risk (4 yr old) (Line 1 + Line 2)	=	7,332.1
4. Estimated 2021-22 weighted low enrollment and high enrollment.		
(from line 3) <u>7,332.1</u> x <u>0.035040</u> factor (from Table II)	=	256.9
(see Footnote (a) and (b))		
5. Estimated 2021-22 Bilingual Weighting	=	67.2
A. (9/20/21 Contact Hrs <u>1,020.0</u> + 2/20/22 Contact Hrs <u>0.0</u>) / 6 x 0.395	=	67.2
B. (9/20/21 ELL Headcount <u>230</u> + 2/20/22 ELL Hdct <u>0</u>) x .185	=	42.6
Note: Bilingual weighting is based on the higher of contact hours or headcount.		
6. Estimated 2021-22 Career Technical Education (CTE) weighting (see Footnote (c))		
(9/20/21 CTE contact hrs <u>2,455.0</u> + 2/20/22 contact hrs <u>0.0</u>) / 6 x 0.5	=	204.6
7. Estimated 2021-22 At-Risk Student Weighting		
9/20/21 Free Lunch <u>495</u> + 2/20/22 Free Lunch <u>0</u> x 0.484	=	239.6
8. Estimated 2021-22 High-Density At-Risk Student Weighting (from Table V, Line 2)	=	0.0
9. Estimated 2021-22 School Facilities Weighting (see Footnote (d))		
9/20/21 School Facilities FTE <u>0.0</u> + 2/20/22 School Facilities FTE <u>0.0</u> x 0.25	=	0.0
10. Estimated 2021-22 Transportation Weighting (Table III, Line 6)	=	244.3
11. Estimated 2021-22 Ancillary School Facilities Weighting. Amt approved by Board of Tax Appeals.	=	0.0
12. Estimated Special Education Weighting. Amount of Sp. Ed. Funding (f)	=	1,501.7
13. Estimated FHSU Math & Science Academy FTE enrollment	=	0.0
14. Estimated 2021-22 Virtual State Aid (Table IV, Line 4)	=	\$0
15. Estimated 2021-22 operating budget excludes COLA. (Lines 3 thru 13 times BASE + Line 14 + Line 15)	=	\$46,337,158
16. Estimated Cost of Living weighting (Must have 31% LOB)	=	474.6
(maximum allowed for this district) (Amt district will use, up to the maximum)		
17. Total General Fund Budget Authority including Cost of Living. (Form 150 Line 15 + Line 16)	=	\$48,570,626
Local Option Budget -- See Form 155		
18. Estimated 2021-22 LOB General Fund budget (excludes Virtual & FHSU weighting) & includes higher of 2008-09 Spec Ed or current yr Spec Ed)	=	\$48,570,451
(Lines 3 through 11 + 16) = 8819.3 x 4706 = \$41503626 + <u>7,066,825</u> (Spec Ed)		

Notice of Hearing 2021-2022 Budget

The governing body of Unified School District 232 will meet on the 13th day of September 2021 at 6:00 PM at 35200 W. 91st St., De Soto, KS for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to be levied. Detailed budget information, including budget profile, is available at 35200 W. 91st St. and will be available at this hearing.

The Amount of 2021 Tax to be Levied and Expenditures (published below) establish the maximum limits of the 2021-2022 Budget. The 'Est. Tax Rate' (column 7), shown for comparative purposes, is subject to slight change depending on final assessed valuation.

		2019-2020 Actual		2020-2021 Actual		2021-2022 Proposed Budget		
	Code 99 Line	Actual Expenditures (1)	Actual Tax Rate (2)	Actual Expenditures (3)	Actual Tax Rate* (4)	Expenditures (5)	Amount of 2021 Tax to be Levied (6)	Est. Tax Rate* (7)
OPERATING								
General	06	44,643,931	20.000	46,001,435	20.000	48,570,626	12,769,474	20.000
Supplemental General (LOB)	08	15,071,521	12.740	15,279,564	12.567	16,028,249	8,346,050	12.527
SPECIAL REVENUE								
Federal Funds	07	241,127		416,991		3,359,733		
Adult Education	10	0	0.000	0	0.000	0	0	0.000
Preschool-Aged At-Risk	11	56,306		58,603		124,380		
Adult Supplemental Education	12	0		0		0		
At Risk (K-12)	13	2,493,647		2,613,032		2,783,390		
Bilingual Education	14	420,299		421,775		451,535		
Virtual Education	15	0		0		0		
Capital Outlay	16	5,698,359	8.000	6,673,636	8.000	22,833,700	5,384,626	8.000
Driver Training	18	78,491		50,794		78,315		
Declining Enrollment	19	0	0.000	0	0.000	0	0	0.000
Extraordinary School Program	22	0		0		0		
Food Service	24	3,032,786		2,771,828		5,477,000		
Professional Development	26	46,430		38,264		166,968		
Parent Education Program	28	159,914		158,711		181,406		
Summer School	29	0		0		0		
Special Education	30	12,014,118		12,325,530		13,742,982		
Cost of Living	33	2,057,302	3.243	2,190,553	3.269	2,228,778	1,947,054	2.922
Career and Postsecondary Education	34	2,108,375		2,221,484		2,436,842		
Gifts and Grants	35	106,599		16,538		331,255		
Special Liability Expense Fund	42	0	0.000	0	0.000	0	0	0.000
School Retirement	44	0	0.000	0	0.000	0	0	0.000
Extraordinary Growth Facilities	45	0	0.000	0	0.000	0	0	0.000
Special Reserve Fund	47	4,213,381		3,977,107				
KPERS Special Retirement Contribution	51	6,726,305		6,372,564		7,640,704		
Contingency Reserve	53	0		0				
Textbook & Student Material Revolving	55	655,786		1,551,909				
Activity Fund	56	120,019		141,110				
DEBT SERVICE								
Bond and Interest #1	62	18,356,938	19.469	17,362,668	18.433	17,623,800	12,269,782	18.416
Bond and Interest #2	63	0	0.000	0	0.000	0	0	0.000
No-Fund Warrant	66	0	0.000	0	0.000	0	0	0.000
Special Assessment	67	120,795	0.377	126,522	0.015	175,000	12,118	0.018
Temporary Note	68	0	0.000	0	0.000	0	0	0.000
COOPERATIVES¹								
Special Education	78	0		0		0		
TOTAL USD EXPENDITURES	100	118,422,429	63.829	120,770,618	62.284	144,234,663	40,729,104	61.883
Less: Transfers	105	22,050,976		23,234,245		18,853,158		
NET USD EXPENDITURES	110	96,371,453		97,536,373		125,381,505		
TOTAL USD TAXES LEVIED	115	36,393,528		37,423,156		40,729,104		

¹ Sponsoring District Only

*Tax Rates are expressed in Mills

	Code 99 Line	2019-2020 Actual		2020-2021 Actual		2021-2022 Proposed Budget		
		Actual Expenditures (1)	Actual Tax Rate (2)	Actual Expenditures (3)	Actual Tax Rate* (4)	0 Expenditures (5)	Amount of 2021 Tax to be Levied (6)	Est. Tax Rate* (7)
OTHER								
Historical Museum	80	0	0.000	0	0.000	0	0	0.000
Public Library Board	82	0	0.000	0	0.000	0	0	0.000
Public Library Board Employee Benefits	83	0	0.000	0	0.000	0	0	0.000
Recreation Commission	84	0	0.000	0	0.000	0	0	0.000
Rec Comm Emp Benefits & Spec Liab	86	0	0.000	0	0.000	0	0	0.000
TOTAL OTHER	120	0	0.000	0	0.000	0	0	0.000
TOTAL TAXES LEVIED	125	\$36,393,528		\$37,423,156		\$40,729,104		
Assessed Valuation - General Fund	128	\$551,596,053		\$581,329,464		\$638,473,707		
Assessed Valuation - All Other Funds	130	\$578,202,683		\$608,524,399		\$666,264,193		
Assessed Valuation - Capital Outlay	129	\$572,743,944		\$611,387,985		\$673,078,301		
Outstanding Indebtedness, July 1		2019		2020		2021		
General Obligation Bonds	135	148,125,000		169,515,000		172,510,000		
Capital Outlay Bonds	140	0		0		0		
Temporary Note	145	0		0		0		
No-Fund Warrant	150	0		0		0		
Lease Purchase Principal	153	0		0		0		
TOTAL USD DEBT	155	148,125,000		169,515,000		172,510,000		
*Tax Rates are expressed in Mills								
Board President				Clerk of the Board				

Exceeding the Revenue Neutral Tax Rate for the 2021-2022 School Year

The governing body of Unified School District 232 will meet on the 13th day of September 2021 at 6:00 pm at 35200 W. 91st St., De Soto, KS 66018 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to be levied. Detailed budget information, including budget profile, is available at 35200 W. 91st St. and will be available at this hearing.

Revenue Neutral Tax Rate					
	2020-2021			2021-2022	
	Actual Tax Levied	Actual Tax Rate	Neutral Tax Rate	Estimated Tax	Est. Tax
General	\$11,626,589	20.000	18.213	\$12,769,474	20.000
Capital Outlay	\$4,915,981	8.000	7.740	\$5,384,626	8.000
Bond and Interest #2	\$0	0.000		\$0	0.000
ALL OTHER FUNDS					
Supplemental General (LOB)	\$7,653,806	12.567		\$8,346,050	12.527
Adult Education	\$0	0.000		\$0	0.000
Cost of Living	\$1,990,915	3.269		\$1,947,054	2.922
Special Liability Expense Fund	\$0	0.000		\$0	0.000
Extraordinary Growth Facilities	\$0	0.000		\$0	0.000
Bond and Interest #1	\$11,226,599	18.433		\$12,269,782	18.416
No-Fund Warrant	\$0	0.000		\$0	0.000
Special Assessment	\$9,266	0.015		\$12,118	0.018
Temporary Note	\$0	0.000		\$0	0.000
Historical Museum	\$0	0.000		\$0	0.000
Public Library Board	\$0	0.000		\$0	0.000
Public Library Board Employee Benefits	\$0	0.000		\$0	0.000
Sub Total - All Other Funds	\$20,880,586	34.284	32.029	\$22,575,004	33.883
Board President					
Clerk of the Board					



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Julie Stucky
Director of Finance

TO: Mr. Frank Harwood, Superintendent of Schools
USD 232 Board of Education Members
FROM: Julie Stucky, Director of Finance
DATE: August 2, 2021
SUBJECT: Approval for 21-22 Auditing Firm -Action Item

On July 13, we were given written notice that Karlin & Long, LLC were no longer going to be providing auditing services. We are asking for Board approval to engage Varney and Associates to complete our annual audit. They have agreed to honor the quote from Karlin & Long to not exceed \$12,000 for their gross fees. Varney and Associates audit many school districts in this area. They have agreed to schedule us for August or early September, pending BOE approval tonight.



Alvie L. Cater, II
Assistant Superintendent

To: Members of the Board of Education
Frank Harwood, Superintendent of Schools
From: Alvie Cater
Date: July 28, 2021
Subject: **Professional Negotiated Agreement, 2021-22 (ACTION)**

The purpose of this communication is to share that we reached a tentative agreement with De Soto Teachers' Association (DTA) in regards to the Professional Negotiated Agreement for the 2021-22 school year. The negotiating team representing the Board of Education recommends approval of the tentative agreement. A summary of the agreement will be shared at the regularly scheduled Board meeting on August 2.

DTA will conduct a process during the month of August to seek ratification of the agreement by professional employees who are represented by the association.

As you may recall, the Kansas Professional Negotiations Act, K.S.A. 72-2218, *et seq.* governs the interaction between boards of education and professional employees when negotiating terms and conditions of employment. The Act requires the parties to negotiate compensation, hours, and amounts of work. Each party can also select up to three additional items to negotiate from the Act's list of mandatory topics. All other items would be considered permissive topics for negotiation.

We are pleased to report that USD 232 continues to share a strong partnership with DTA. The recent negotiations process was once again positive and professional with both teams identifying important issues and working together to reach a reasonable agreement.

####



Unified School District 232

Carrie Handy – Executive Director of Elementary Education
Brian Schwanz – Executive Director of Secondary Education

To: USD 232 Board of Education
Frank Harwood, Superintendent of Schools
From: USD 232 Human Resources Department
Date: July 28, 2021
RE: Compensation Packages for Employees not covered by the PNA
(ACTION)

The purpose of this communication is to share that during the August regularly scheduled Board of Education meeting, we will present our recommendation regarding a compensation package that would apply to all employee groups outside of those covered by the Professional Negotiated Agreement for the 2021-2022 school year. We look forward to sharing this information with you.



Human Resources

Carrie Handy – Executive Director of Elementary Education
Brian Schwanz – Executive Director of Secondary Education

To: Members of the Board of Education
Frank Harwood, Superintendent of Schools
From: Carrie Handy and Brian Schwanz
Date: July 28, 2021
Subject: **Memorandum of Understanding with DTA – Retention Incentive**

We will seek the Board's approval for a memorandum of understanding (MOU) between the Board of Education and De Soto Teachers' Association regarding a one-time retention incentive for professional employees. As you may recall, the school district would utilize grant funds provided through the Elementary and Secondary School Emergency Relief (**ESSER**) Grant Programs, administered by the Kansas State Department of Education.

When the U.S. Department of Education awarded ESSER I and II funds to states it noted that a local educational agency (school district) could use local ESSER funds to provide employees with additional premium pay to address recruitment or retention challenges in light of the pandemic. The COVID-19 Pandemic has placed a tremendous strain on all school employees. This has led to a higher than normal attrition rate which is compounded by a shortage of candidates for many vacancies.

If the Board accepts the MOU, the administration would take the necessary steps to seek approval from the state to use ESSER funds for this purpose. Administration intends, with the Board's approval, to provide the retention incentive to other employee groups not covered by the Professional Negotiated Agreement. The proposed MOU with DTA follows this report.

Memorandum of Understanding

USD 232 & De Soto Teachers' Association

August 2, 2021

RE: Premium Pay - 2021-22 Retention Incentive

PNA Reference:

Article XII: Professional Employee Compensation

A. District Compensation

The District shall compensate all Professional Employees in accordance with the salary schedule in Appendix A-1.

Proposal:

The COVID-19 Pandemic has placed a tremendous strain on all school employees. This has led to a higher than normal attrition rate which is compounded by a shortage of candidates for many vacancies. In recognition of this situation, the District would like to pay each full time staff member who was employed before December 31, 2020 and has been continuously employed through October 14, 2021 a one-time \$600 Retention Incentive to be paid in a November payroll. Employees who were employed after December 31, 2020 but by August 12, 2021 and have been continuously employed through October 14, 2021 will receive a \$300 retention/hiring incentive. Those staff members employed less than full time will receive a prorated payment.

Funding Source:

The only funding source to be used for payment of the Retention Incentive will be federal funding commonly known as ESSER. All Retention Incentive payments are contingent on the District receiving approval to use ESSER funds for this purpose.

(De Soto Teachers' Association President)

(USD 232 Board of Education President)

(Date)

(Date)



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Frank Harwood Ed. D
Superintendent of Schools

To: Members of the Board of Education
From: Frank Harwood, Superintendent of Schools
Date: July 28, 2021
Subject: **Communicable Disease Mitigation Protocols - (Action)**

Background

At the July 12, 2021 meeting, the board approved new Communicable Disease Mitigation Protocols. At that time, we were still waiting for updated quarantine recommendations from the Johnson County Department of Health and Environment. For the August 2, 2021 meeting a recommendation will be presented to the board regarding exclusion for individuals who are identified close contacts of someone who is COVID-19 positive. As was discussed at the July meeting, the board may consider changes to any part of the mitigation protocols.

There have been several developments since our last meeting. One change that may impact a discussion from last month is the requirement to wear barrier face masks on school buses. On Monday, July 19, 2021, we received follow up communication directly from the Kansas State Department of Education (KSDE) stating, "As of this afternoon we are advising Kansas School Districts that the CDC and the US Department of Health and Human Services current order which requires masks on school buses would apply based on their definition of conveyances." Since that time we have received information that this may be changing. The question is if a federal regulation requiring masks for mass transit applies to school buses. We will have the most recent guidance available at the meeting.

Additionally, several public health and medical groups provided updated recommendations following the Centers for Disease Control and Prevention (CDC) update on July 9, 2021. The Johnson County Department of Health and Environment, Children's Mercy, the American Academy of Pediatrics and a group of 100 Kansas City Metro area physicians all provided updated guidance. Although there were slight variations, the recommendations were similar and summarized by the KC Metro area physicians:

1. Prioritize in-person learning.
2. Mandatory Universal Masking for all grades in which students are not yet eligible for vaccination. (Grades preschool - Grade 6)
3. Strongly encourage masking in unvaccinated students in grades where students are eligible for vaccination. (Grades 7 -12)
4. Strong contact tracing including following health department guidance for isolation and quarantine.

On Tuesday, July 27, 2021, the CDC released updated guidance recommending universal masking for all teachers, staff, students and visitors in all K-12 schools regardless of vaccination status. The CDC also updated community guidance recommending that vaccinated and unvaccinated individuals wear masks in indoor public

settings in areas of substantial or elevated transmission. As of July 28, 2021, Johnson County is reported to be in the high transmission category.

Another development that has occurred is an increase in COVID-19 cases being reported in Johnson County. For the week beginning July 18, 2021, there were 122 COVID-19 cases reported per 100,000 residents. This is a 239% increase from June.

The number of cases among school age children is also rising, including cases in summer programs in the school district. So far there are two reported cases among secondary students with no reported secondary infections. With elementary aged students there was a reported case that led to several secondary infections and the closing of a JCPRD day camp site at Clear Creek.

Another topic for discussion is the availability of COVID-19 testing. As you may recall, the school district participated in a staff voluntary COVID-19 testing program for several weeks during second semester of the 2020-21 school year. The program, funded by the state, allowed staff to voluntarily participate in weekly testing to help monitor community spread within schools. The program was administered by MAWD – a provider of pathology and laboratory services in the region. MAWD started testing for COVID-19 in March 2020 for states, businesses, hospitals, healthcare providers, and school districts in the region and has performed over one million tests and has never had turnaround times to regional clients of greater than 24-48 hours with over 95-percent of cases being reported in less than 24 hours.

The current trend in COVID-19 cases is concerning and will have to be monitored. Without proper mitigation protocols, it is likely we could see significant interruption to the school year.

Previously Adopted (July 12, 2021)

Masks - Barrier face masks are optional inside USD 232 buildings.

Hand Hygiene – Individuals are encouraged to wash hands or use hand sanitizer frequently. Hands should be washed or sanitized before and after using shared supplies.

Health Screenings – Individuals are encouraged to self-monitor for symptoms of illness. Individuals who are ill should stay home.

Exclusions – Individuals that are considered contagious with a communicable disease will be excluded from school. Protocols for exclusions of individuals that have been exposed to a communicable disease are being developed and will be presented at the August 5, 2021 meeting.

Vaccinations – USD 232 will continue to collect vaccination information from families in accordance with district policy and state law. If families provide verification of voluntary COVID-19 vaccination, the information will be recorded. Individuals will not be excluded based solely on COVID-19 vaccination status. As with all communicable diseases, vaccination information may be used when making exclusion decisions. The district will, at times, partner with outside agencies to provide space for voluntary vaccination clinics.

Remote Learning – Remote learning designed to approximate regular classroom learning will be limited to special circumstances allowed by state regulation. This does not affect the district's Virtual Education Program.

Rentals – Groups that rent USD 232 facilities will be expected to follow relevant state, county and local mitigation protocols. Capacity guidelines may be limited depending on the activity.

Current Considerations

Masks – Federal regulation governing mass transit may apply to school buses. The latest guidance available will be discussed.

An additional concern that has been discussed surrounds students who are medically fragile. An important layer of protection would be to have staff members working in close proximity to students with certain medical needs wear a barrier face mask regardless of vaccination status.

Remote Learning – The Board of Education can only authorize forty hours of remote learning in a school year. The Kansas State Board of Education can authorize up to 240 hours in some circumstances. The Board of Education may approve remote learning for an individual student on a student-by-student basis for extenuating circumstances.

Exclusions – As has already been communicated, any individual (student or staff) who is infected with or is suspected of being infected with a communicable disease is required to be excluded from school. This is considered an isolation. All individuals, vaccinated or unvaccinated, who are symptomatic and have an exposure to COVID-19 are presumed positive and should be excluded pending a PCR test.

The latest information from JCDHE does not recommend the quarantine of an individual who is a close contact of a person infected with COVID-19 if there is universal mask wearing.

In the absence of universal mask wearing JCDHE recommends that individuals who are close contacts of a person infected with COVID-19 be excluded for quarantine for ten (10) days from the date of last exposure. If the person remains symptom free, they may return to activities on the 11th day after the last exposure. If the person remains symptom free, they may return to activities on the eighth (8th) day after the date of last exposure with a negative PCR test taken on the seventh (7th) day after exposure. Individuals who are fully vaccinated or have a documented case of COVID-19 within the last six (6) months would not be recommended for quarantine.

Voluntary Testing Program – The State of Kansas is offering a voluntary testing program for school districts with the purpose of helping keep staff and students in the classroom throughout the school year. The program is designed to guard against COVID-19 outbreaks and manage positive cases to help keep everyone in-person all year long. If the program is approved by the Board, the district would have one staff member who would coordinate the onsite program in conjunction with KDHE and MAWD, all funded by the state.

Voluntary Symptomatic Testing

MAWD, in coordination with the state's testing program, will provide individualized PCR testing of nasal or saliva specimens for persons who are presenting symptoms of COVID-19. The free onsite test would be voluntary and provide convenience for staff and students without having to schedule an offsite test to determine if they have the virus. PCR testing is more sensitive than Antigen testing and can identify cases in the early stages of infection prior to transmission occurring.

Voluntary Screening Testing

The screening program would test up to 15-percent of the student/staff population by PCR weekly. MAWD will work with the state and the district to establish an individualized testing program to help

keep students and staff in the classroom. Specimen collection for registered students would be scheduled around their classes to minimize disruption and would take less than two minutes per student to complete. This program will comply with the state's reporting and compliance regulations.

Testing after Exposure

Providing access to voluntary testing is important for students and staff who are exposed to a person with COVID-19. Because COVID-19 has overlapping symptoms with many other respiratory viruses, differentiation between COVID-19 and other viruses will be more difficult if voluntary testing is not available. Access to testing after SARS-COV-2 exposure is helpful so that students and staff can stay in or return to in-person school as quickly as possible. MAWD will help implement county guidelines for post exposure testing.

The voluntary program includes test materials, trained test personnel, specimen transport and processing, safe disposal of medical waste, and fully compliant results reporting. Turnaround time for test results is 24-48 hours, with most results available in less than 24 hours.

Symptomatic Influenza

The testing program may be able to accommodate free voluntary onsite flu tests for symptomatic individuals. MAWD has access to the necessary materials that would test for flu and COVID-19. This would be an added convenience for staff and students.

Recommended Changes to the Communicable Disease Mitigation Protocols

Masks – Barrier face mask requirements on school buses should match classroom mask requirements unless there are mask regulations governing school buses that are more restrictive.

Barrier face masks may be required of any staff member while working in close proximity to students with certain medical needs.

Exclusions – Individuals who are considered contagious or are presumed to be contagious with a communicable disease will be excluded from school.

Individuals who are exposed to COVID-19 and are recommended for quarantine by JCDHE will be excluded from school. Individuals who are fully vaccinated, have a documented case of COVID-19 in the last six (6) months, are not considered exposed and will not be excluded from school unless they are symptomatic. JCDHE recommended guidelines follow this report.

Testing – The district will partner with MAWD and KDHE to provide voluntary COVID-19 testing for symptomatic individuals, screening of non-symptomatic individuals, and for individuals who are exposed to COVID-19.

Administrative Guidelines for Communicable Disease Mitigation

In addition to the Communicable Disease Mitigation Protocols adopted by the Board of Education, there are factors that will need to be considered on a case-by-case basis. The following table will be used by the administration to make decisions about building operations based on current situations. The table provides guidelines only, as each situation can be unique and require a different decision. The table will be updated as needed to promote consistency and adapt to changes.

Administrative Guidelines for Communicable Disease Mitigation

		Building	< 2% Q&I	2% < > 6% Q&I	> 7% Q&I
		Community	< 75 cases per 100K per week	75 < > 150 cases per 100K per week	> 150 cases per 100K per week
			Low	Elevated	High
Visitors	Building		Normal Operations	Restricted	Not Allowed
	Community		Normal Operations	Restricted	Not Allowed
Ventilation	Building		Increased filtration	Increased outside air	Maximum outside air
	Community		Increased filtration	Increased filtration	Increased outside air
Field trips	Building		Normal Operations	Restricted	Not Allowed
	Community		Normal Operations	Restricted	Not Allowed
Student Groupings	Building		Normal Operations	Stable groups only	Defined intervention groups only
	Community		Normal Operations	Normal Operations	Stable groups only
Cleaning and Sanitation	Building		Normal Operations	Enhanced Cleaning Procedures	Enhanced Cleaning Procedures
	Community		Normal Operations	Normal Operations	Enhanced Cleaning Procedures
Lunch	Building		Normal Operations	Assigned Seating	Consult with JCDHE
	Community		Normal Operations	Normal Operations	Assigned Seating
Hallways	Building		Normal Operations	Normal Operations	Consider alternate passing periods
	Community		Normal Operations	Normal Operations	Normal Operations
Lockers	Building		Normal Operations	Normal Operations	Consider limiting locker use
	Community		Normal Operations	Normal Operations	Normal Operations
Classrooms	Building		Normal Operations	Increased Spacing	Consult with JCDHE
	Community		Normal Operations	Normal Operations	Increased Spacing
Buses	Building		Normal Operations	Assigned Seats	Increased Spacing if possible and Ventilation
	Community		Normal Operations	Assigned Seats	Increased Spacing if possible and Ventilation
Assemblies	Building		Normal Operations	No interclass groupings	Not Allowed
	Community		Normal Operations	Normal Operations	No interclass groupings
Spectators	Building		Normal Operations	Restricted during school hours	Not Allowed
	Community		Normal Operations	Restricted during school hours	Not Allowed
Specials	Building		Normal Operations	Increased hand hygiene	Consider specials in classrooms
	Community		Normal Operations	Normal Operations	Normal Operations
Sports/Activities	Building		Normal Operations	Follow KSHSAA guidelines	Follow KSHSAA guidelines
	Community		Normal Operations	Follow KSHSAA guidelines	Follow KSHSAA guidelines
Staff meetings	Building		Normal Operations	Socially distanced	Remote only
	Community		Normal Operations	Normal Operations	Distanced by Building Cohort



Guidance for Prevention of COVID-19 Transmission in K-12 School Settings and Activities

Updated 07/19/2021

Introduction

The Johnson County Department of Health and Environment (JCDHE) is providing updated guidance for the prevention of COVID-19 in K-12 school settings and activities. Working in partnership with the education community throughout Johnson County, our shared, primary goal remains to keep schools open so that our children can learn and benefit from interactions with others.

There have been cases in school-aged children in Johnson County throughout the pandemic. Since COVID-19 was first detected in Johnson County in March 2020, more than 8,000 cases in children 5-17 years old have been identified. These cases account for approximately 13% of total cases in Johnson County to date. The highly transmissible Delta variant is now the dominant strain in Johnson County, resulting in an increase in new cases and numerous outbreaks associated with summer camps and school-age programs. Currently authorized vaccines are highly effective at preventing COVID-19 transmission and severe illness, including against the Delta variant. However, less than 30% of children age 12-17 years in Johnson County have been fully vaccinated.

This updated guidance includes a multi-layered approach with four primary evidence-based mitigation strategies: (1) promote vaccination; (2) require indoor mask wearing among those who are not fully vaccinated; (3) exclude persons with suspected or confirmed COVID-19 infection; and (4) exclude close contacts of confirmed COVID-19 cases. These strategies are consistent with the recently updated K-12 school guidance from the U.S. Centers for Disease Control and Prevention (CDC).

Additional measures, such as collecting and maintaining COVID-19 vaccination status among students and staff, assigned seating, cohorting, increased ventilation, hand hygiene and cough and sneeze etiquette, and cleaning and disinfection, should be implemented by school personnel to ensure that timely and accurate contact tracing is possible to further prevent transmission. The guidance in this document may change as additional scientific evidence becomes available and the findings dictating best practice expand.

For questions and assistance, please contact your school's JCDHE liaison or email dhe-schools@jocogov.org.

Preventing COVID-19 Transmission

Vaccination

COVID-19 vaccines are safe and effective at preventing COVID-19, especially severe illness and death ([CDC, 2021](#)). They also reduce the risk of individuals transmitting SARS-CoV-2.

Vaccination among eligible staff and students will be an important mitigation strategy to reduce in-school transmission of COVID-19 in the 2021-2022 school year. Schools should work to promote vaccination among eligible staff and students.

The risk of outbreaks is lower if a majority of eligible students, staff and faculty are vaccinated, as it reduces the opportunity for the virus to spread.

The Centers for Disease Control and Prevention (CDC) released in May 2021 [updated guidance](#) for **fully vaccinated individuals**. Per this updated guidance, fully vaccinated individuals may ([CDC, 2021](#)):

- Resume activities without wearing masks or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules and regulations, including local business and workplace guidance.
- Resume domestic travel and refrain from testing before or after travel or self-quarantine after travel.
- Refrain from testing before leaving the United States for international travel (unless required by the destination) and refrain from self-quarantine after arriving back in the United States.
- Refrain from testing following a known exposure, if **asymptomatic**, with some exceptions for specific settings. (Table 1)
- Refrain from quarantine following a known exposure if **asymptomatic**. (Table 1)

Unvaccinated individuals are those of all ages, including children, that have not completed a two-dose vaccination series or have not received a single-dose vaccine. Persons for whom less than 14 days have elapsed since receiving a single-dose vaccine, or the second dose in a two-dose series, also will be considered **unvaccinated**. At this time, only the Pfizer-BioNTech vaccine is authorized for children age 12 years and older.

Masking

Wearing masks while indoors is a critical element of student and staff safety. In a recent review of the current scientific literature and available data on COVID-19 transmission and mitigation for K-12 schools, researchers with the ABC Science Collaborative concluded that proper mask wearing is effective in limiting in-school transmission, even with increased student presence, poor ventilation, and high community transmission. ([ABC, 2021](#))

An internal analysis by JCDHE also demonstrates the effectiveness of mask wearing—even during full, in-person learning. Based on data from the 2020-2021 school year, among masked classmates who were within three feet of a positive individual, less than 1% were infected. (JCDHE unpublished data, 2021)

Per CDC guidelines, masks should be worn indoors by all individuals (age 2 and older) who are not fully vaccinated. Consistent and correct mask use by people who are not fully vaccinated is especially important indoors and in crowded settings, when physical distancing cannot be maintained.

In general, people do not need to wear masks when outdoors. However, particularly in areas of substantial to high transmission, CDC recommends that people who are not fully vaccinated wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people who are not fully vaccinated.

The [CDC](#) recommends a well-fitting mask of at least two layers of breathable, washable fabric as an important mitigation strategy in K–12 schools. Double masking is not necessary so long as an individual is wearing a **properly fitting** mask that fits snugly around the nose and chin with no large gaps around the sides of the face. Further, the CDC does NOT recommend the use of masks made from loosely woven fabric (i.e., allows light to pass through) or masks with exhalation valves or vents as they allow respiratory droplets with viral particles to escape. Mesh masks of any kind do not provide adequate coverage and are not recommended. The effectiveness of goggles is unknown, but they are likely less effective than other masks because many only have a single layer of fabric.

School districts and boards should implement a policy that requires indoor mask wearing among persons who are not fully vaccinated. If masking policies are applied consistently, the risks to close contacts are low and **contact tracing will not be needed unless transmission within a class is identified.**

Management of Suspected/Confirmed COVID-19 Individuals and Contacts

Exclusion of Persons with Suspected or Confirmed COVID-19 Infection

Any person, including student, faculty or staff member, diagnosed with COVID-19 infection must be excluded from school and school activities for the appropriate period of isolation. Per K.S.A. 65-122, school principals and other persons in charge have a duty to exclude persons affected with a disease suspected of being infectious or contagious. This includes persons under investigation for COVID-19 until they are determined to be uninfected.

Unvaccinated, symptomatic individuals with no known exposure should consult with a health care provider to be tested for COVID-19. Individuals who exhibit one primary symptom OR two or more secondary symptoms and are either not tested or test positive for COVID-19 should remain out of school and all school-related activities for 10 days after their symptoms began AND 24 hours after their fever (if present) has resolved without the aid of medication AND their initial symptoms have improved. Refer to Table 2 and Appendix A for additional information.

Currently or recently symptomatic students and staff members awaiting COVID-19 test results should be excluded from school and activities until confirmatory laboratory results are received and COVID-19 infection is ruled out.

Individuals who test negative for COVID-19 may return to school 24 hours after their symptoms improve. If a physician indicates the symptoms are due to a *non-infectious* diagnosis (e.g., allergies, asthma), they may return to school prior to symptom resolution.

It is likely that several days will pass between a person being sent home with symptoms and test results coming back. The 10-day isolation period is always based on the first day the individual became symptomatic, regardless of testing. The infectious period for asymptomatic individuals (not showing any symptoms) is 48 hours before the laboratory specimen was collected until 10 days after their lab test.

Exclusion of Persons Exposed to COVID-19

Contact Tracing and Exclusion of Contacts

According to guidance from Kansas Department of Health and Environment (KDHE), school administrators (including nurses and teachers) are considered mandated reporters of infectious diseases under [K.S.A. 65-118](#). A mandated reporter may share information on close contacts of a case WITHOUT consent from the contacts.

KDHE staff and school officials will partner on contact tracing activities to ensure that transmission chains in schools or at school-related activities are broken. Where school districts elect to perform contact tracing in partnership with KDHE, school officials will only be asked to contact trace within the school, while KDHE will be responsible for identifying and quarantining contacts outside of the school setting.

Susceptible (i.e., those who are not fully vaccinated and without a confirmed history of COVID-19 infection in the previous six months) close contacts of infected individuals should be quarantined, regardless of where the exposure occurred (i.e., within or outside the school setting).

Each school should designate an individual (large buildings should designate multiple individuals) to be the point person on contact tracing. Please do not hesitate to reach out to your building's designated JCDHE staff contact or email us at dhe-schools@jocogov.org for additional assistance.

Contact tracing should be completed the same day a school is notified (by JCDHE, the individual/family, or laboratory) of a confirmed positive COVID-19 case. Generally, contact tracing should only be conducted on confirmed positive cases; exceptions may be made when an individual with an exposure to a positive case becomes symptomatic. In this case, the individual is presumed positive and contact tracing should be conducted before schools/JCDHE receives confirmatory results.

Factors such as duration of contact, amount of physical distance, mitigation measures in place and symptoms of the infectious individual must be considered when assessing potential exposures. JCDHE and school/district leaders will consult on complex or unclear cases.

To assist with the contact tracing process, the following activities may be considered **high risk**:

- Eating breakfast/lunch/snack less than six feet apart.
- Indoor or outdoor activities which include physical exertion, less than six feet for longer than 15 cumulative minutes.
- Athletic activity that involves “close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory droplets will be transmitted between participants.” The National Federation of State High School Associations classifies specific sports where these conditions are present as “high-risk.”
- Playing woodwind and brass instruments without other precautions (mask, distance).
- Singing/shouting without other precautions.

Examples of activities that may be considered **low risk** include:

- Being in the same classroom with proper mask wearing.
- On the same bus with mask wearing, ventilation, 3' distance.
- Playground, even if unmasked (if social distancing and cohorts have been maintained); this moves into a high-risk exposure if children have sustained contact with physical exertion for more than [15 minutes](#).

Activities such as walking, while masked, in the same hallway or attending class during the class period after a positive individual would be considered **no exposure**.

[Exposures in Vaccinated Individuals](#)

Per guidance from the Centers of Disease Control and Prevention, **fully vaccinated** individuals do not need to be excluded for quarantine following an exposure to COVID-19 so long as they remain **asymptomatic** following their exposure. To be exempt from quarantine exclusions, exposed staff members and students must provide documentation of vaccination that includes patient name, date of birth, vaccine manufacturer, date(s) of vaccination(s), and clinic or facility name where the vaccination was performed. **It will not be feasible for JCDHE staff to access vaccination records on patient's behalf.**

Exposed vaccinated individuals should monitor themselves for symptoms for 14 days following exposure. Any person who develops symptoms during the 14-day period should self-isolate, get tested and be excluded from school until it is determined if their symptoms are due to COVID-19. ([CDC, 2021](#)) Refer to Table 1 for further guidance.

Exposures in Unvaccinated, Susceptible Individuals

Susceptible unmasked individuals who were within three feet for [15 cumulative minutes](#) or more, or participated in a high-risk activity with a COVID-19 positive individual during their infectious period will be considered exposed. To prevent transmission of COVID-19, the safest, lowest-risk quarantine protocol is 14 days from last exposure ([CDC, 2020](#)). However, guidance from CDC and KDHE, updated in December 2020, provides two shortened quarantine protocol options for individuals who remain symptom-free:

- **Option 1 (with testing):** Exposed individuals who remain **asymptomatic** may test on or after day six following the last day of exposure. With a negative result and **no symptoms**, individuals may return to normal activities on day eight post-exposure. Only PCR test results will be considered for shortened quarantine; antigen and antibody tests are not allowed for this purpose. To return to school under this option, documentation of test results must be provided that includes patient name, date of birth, lab result, and identification of the testing entity or laboratory. **It will not be feasible for JCDHE staff to access negative results on patient's behalf.**
- **Option 2 (without testing):** Individuals who are exposed and remain **asymptomatic**, but do NOT take a PCR test, must quarantine for 10 days, returning to activities on day 11 after exposure.

All close contacts should self-monitor for symptoms for 14 days from last exposure. If symptoms develop during the 14-day period, person should self-isolate and get a PCR test.

If an individual develops symptoms **at any time** following exposure, then they no longer meet the criteria for a shortened quarantine period. If they have a PCR-negative test with specimen collected AFTER symptoms develop, then no contact tracing is required. For more information, please refer to the [CDC's Science Brief](#) regarding the options to reduce quarantine ([CDC, 2020](#)).

Exposures in Unvaccinated Staff and Students with a History of Previous Infection

Close contacts with evidence of previous infection **within the past six months** that is documented by a positive PCR or antigen test may be exempt from quarantine exclusion if they remain **asymptomatic** following their exposure. Positive serology or antibody tests may not be substituted for either the PCR or antigen test. If the close contact becomes symptomatic following their exposure, but during the 90 days after recovery from a prior infection, then there is a possibility of reinfection. Antigen testing in such circumstances is preferred, with the specimen collected within the first five to seven days from symptom onset ([KDHE, 2021; CDC, 2021](#)).

Exclusion of a Group

The risk of COVID-19 transmission is low if public health mitigation techniques such as vaccination, proper masking, physical distancing and hand hygiene are being followed. If transmission is occurring within a group setting (such as a classroom, sports team, bus route, etc.), it is an indication that public health measures have not been followed. **If there are two or more positives in a group (e.g., classroom, sports team bus riders, clubs, etc.) contact your JCDHE liaison to determine if there is evidence of COVID-19 transmission.** If transmission is identified, the entire group may be excluded per current public health recommendations.

Table 1. Guidelines for Exclusions in Exposed Individuals

Vaccination Status or Disease History	Is a COVID-19 test recommended?	Test Type	Test Result	When can the individual return to school?	Contact Tracing
Screening Results: Symptomatic AND EXPOSURE within previous 14 days.					
Fully vaccinated	YES	PCR <i>If the individual has had COVID-19 within the past 90 days, then a PCR test is <u>NOT</u> recommended.</i>	Positive	At least 10 days have passed since symptoms first appeared AND at least 24 hours since resolution of fever without the use of fever-reducing medications AND improvement in symptoms.	YES
OR	<i>If individual is symptomatic and has a COVID-19 exposure, they are presumed positive and should be treated as such until they receive a negative test result.</i>	Antigen <i>If the individual has had COVID-19 within the past 90 days, then an antigen test within the first five to seven days from symptom onset is recommended over PCR testing.</i>	Negative	May return no earlier than at least 24 hours since symptom resolution.	NO
Documented history of COVID-19 infection within the past 6 mos.			Positive	At least 10 days have passed since symptoms first appeared AND at least 24 hours since resolution of fever without the use of fever-reducing medications AND improvement in symptoms.	YES
			Negative	May return no earlier than at least 24 hours since symptom resolution.	NO
Unvaccinated			YES	PCR <i>If the individual has had COVID-19 within the past 90 days, then an PCR test is <u>NOT</u> recommended.</i>	Positive
OR	<i>If individual is symptomatic and has a COVID-19 exposure, they are presumed positive and should be treated as such until they receive a negative test result.</i>	Antigen <i>If the individual has had COVID-19 within the past 90 days, then an antigen test within the first five to seven days from symptom onset is recommended.</i>	Negative	Symptomatic contacts who are not fully vaccinated may not test out of quarantine. They must quarantine for 14 days <u>and</u> their symptoms must be improved.	NO
Incompletely vaccinated			Positive	At least 10 days have passed since symptoms first appeared AND at least 24 hours since resolution of fever without the use of fever-reducing medications AND improvement in symptoms.	YES
			Negative	Symptomatic contacts who are not fully vaccinated may not test out of quarantine. They must quarantine for 14 days <u>and</u> their symptoms must be improved.	NO
Screening Results: Exposure to a person with COVID-19 in the last 14 days (NO symptoms)					
Fully vaccinated OR Documented history of COVID infection within the past 6 mos.	NO	Exclusion and testing are NOT indicated.			NO
Unvaccinated OR Incompletely vaccinated	YES	NO TEST		10 days from last exposure to a person with COVID-19. If the person remains symptom-free, they may return to activities on day 11 after exposure.	NO
		PCR <i>A PCR test must be conducted on day six or later to be eligible for a shortened quarantine.</i>	Positive	10 days from date the specimen was collected; they may return to activities on day 11 if no symptoms develop. If symptoms develop, see above.	YES
			Negative	Seven days from last exposure to a person with COVID-19. They may return on day 8 after exposure. After the test is collected, if the person develops symptoms during the 14-day period, then the individual needs to self-isolate and be excluded from school REGARDLESS of the results of the test.	NO
		Antigen <i>Antigen testing does not meet the requirements for shortened quarantine.</i>	Positive	PCR test is recommended due to the chance of false positive results in asymptomatic individuals.	--
			Negative	10 days from last exposure to a person with COVID-19. If the person remains symptom-free, they may return to activities on day 11 after exposure. PCR testing is required to be eligible for shortened quarantine.	--
		All close contacts should self-monitor for symptoms for 14 days from last exposure. If symptoms develop during the 14-day period, person should self-isolate and get a PCR test.			

Table 2. Guidelines for Exclusion in for Individuals with NO Known Exposure

Vaccination Status or Disease History	Is a COVID-19 test recommended?	Test Type	Test Result	When can the individual return to school?	Contact Tracing
Screening Results: Symptomatic AND NO EXPOSURE within previous 14 days.					
Fully vaccinated OR Documented history of previous COVID infection within the past 6 months	MAYBE <i>Fully vaccinated individuals with no known exposure should consult with their provider to determine if a COVID-19 test is needed.</i>	A provider may determine that a COVID-19 test is recommended. If a test is conducted, then follow return guidelines based on test results.		Dependent on test results and test type.	NO
		NO TEST		At least 24 hours since symptom resolution.	
Unvaccinated OR Incompletely vaccinated	YES <i>If an unvaccinated individual has symptoms consistent with COVID-19, then a COVID-19 test is recommended.</i>	PCR <i>If the individual has had COVID-19 within the past 90 days, then an PCR test is <u>NOT</u> recommended.</i>	Positive	At least 10 days after symptoms first appeared AND at least 24 hours since resolution of fever without the use of fever-reducing medications AND improvement in symptoms	YES
			Negative	May return no earlier than at least 24 hours since symptom resolution.	NO
		Antigen <i>If the individual has had COVID-19 within the past 90 days, then an antigen test is recommended.</i>	Positive	At least 10 after symptoms first appeared AND at least 24 hours since resolution of fever without the use of fever-reducing medications AND improvement in symptoms	YES
			Negative	At least 24 hours since symptom resolution.	NO
		NO TEST		10 days from symptom onset AND at least 24 hours since resolution of fever w/o fever reducing medications AND improvement in symptoms OR 14 days from last exposure and symptoms improved (whichever is longer)	NO

Preventing COVID-19 Transmission in School-Related Activities

Activities Guidance

Individuals who are fully vaccinated no longer need to wear a mask or physically distance in any setting, including while participating in sports and extracurricular activities. People who are fully vaccinated can also refrain from quarantine following a known exposure if asymptomatic, facilitating continued participation in in-person learning, sports, and extracurricular activities. Due to increased exhalation that occurs during physical activity, some [sports](#) can put players, coaches, trainers, and others who are not fully vaccinated at [increased risk](#) for getting and spreading COVID-19. Close contact sports and indoor sports are particularly risky. Similar risks might exist for other extracurricular activities, such as band, choir, theater, and school clubs that meet indoors.

Prevention strategies for those who are not fully vaccinated in these activities remain important and should comply with school day policies and procedures. Students should refrain from these activities when they have symptoms consistent with COVID-19 and should be tested. Students who are not fully vaccinated and participate in indoor sports and other higher-risk activities should continue to wear masks and keep physical distance as much as possible. Schools should consider using screening testing for student athletes and adults (e.g., coaches, teachers, advisors) who are not fully vaccinated who participate in and support these activities to facilitate safe participation and reduce risk of transmission – and avoid jeopardizing in-person education due to outbreaks.

Coaches and school sports administrators should also consider specific sport-related risks for people who are not fully vaccinated:

- **Setting of the sporting event or activity.** In general, the risk of COVID-19 transmission is lower when playing outdoors than in indoor settings. Consider the ability to keep physical distancing in various settings at the sporting event (i.e., fields, benches/team areas, locker rooms, spectator viewing areas, spectator facilities/restrooms, etc.).
- **Physical closeness.** Spread of COVID-19 is more likely to occur in sports that require sustained close contact (such as wrestling, hockey, football).
- **Number of people.** Risk of spread of COVID-19 increases with increasing numbers of athletes, spectators, teachers, and staff.
- **Level of intensity of activity.** The risk of COVID-19 spread increases with the intensity of the sport.
- **Duration of time.** The risk of COVID-19 spread increases the more time athletes, coaches, teachers, staff and spectators spend in close proximity or in indoor group settings. This includes time spent traveling to/from sporting events, meetings, meals, and other settings related to the event.
- **Presence of people more likely to develop severe illness.** People at increased risk of severe illness might need to take [extra precautions](#).

All athletic conditioning (e.g., weight training or similar) would be assessed on a case-by-case basis, but mitigation measures should be implemented wherever possible in these settings to potentially avoid exclusion. During periods of significant or high transmission, JCDHE does *not* recommend large group gatherings that increase the risk for transmission of COVID-19. Gatherings where mitigation measures would be difficult to enforce or absent altogether should be avoided to prioritize in-person instruction.

Appendix A: Key Terms and Concepts

<u>Antigen OR Rapid Diagnostic Test (RDT):</u>	Antigen tests detect a protein on the virus. Results for most antigen tests are available onsite in 15-30 minutes. They may be useful as an initial data point, but because antigen tests may not detect lower levels of the virus, false negatives are a concern. If COVID-19 is suspected or there has been a known exposure, an RDT/antigen test should be followed by a confirmatory PCR to make a final diagnosis.
<u>Contact tracing:</u>	The Centers for Disease Control and Prevention (CDC) defines contact tracing as, “an evidence-based way to slow the spread of infectious disease. It is the process of interviewing individuals who have been infected with a disease, identifying close contacts that they may have unknowingly exposed, and providing those contacts with the information needed to monitor their own health and prevent the continued spread of the illness.” (CDC, 2021)
<u>Close contact/exposure:</u>	<p>A close contact is defined as:</p> <ol style="list-style-type: none"> being directly exposed to infectious secretions (e.g., being coughed on); or being within six feet for 15 or more cumulative minutes over a 24-hour period. Additional factors like infected person/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), classroom-level mitigation measures, individual risk profiles and case symptomology may affect this determination. (CDC, 2021) <p>Either (a) or (b) is defined as close contact if it occurred during the case’s infectious period, which is defined as two days <i>before</i> their symptoms began until ten days <i>after</i> symptom onset <i>and</i> 24 hours after their fever (if present) has resolved without the aid of medication <i>and</i> initial symptoms have improved. For an asymptomatic individual who tests positive for COVID-19, their infectious period is two days before through 10 days after their specimen was collected.</p>
<u>Fully vaccinated:</u>	Consistent with these updated guidelines, individuals are considered fully vaccinated for COVID-19 starting on day 14 after they receive the second dose in a two-dose series (Pfizer-BioNTech or Moderna), OR starting on day 14 after they have received a single-dose vaccine (Johnson & Johnson/Janssen). Currently, there is no time limit on fully vaccinated status (CDC, 2021).
<u>Infectious period:</u>	An individual is considered infectious (capable of spreading the virus) for two days <i>before</i> their symptoms began until ten days <i>after</i> symptom onset <i>and</i> 24 hours after their fever (if present) has resolved without the aid of medication <i>and</i> initial symptoms have improved. For an asymptomatic individual who tests positive for COVID-19, their infectious period is two days before through 10 days after their specimen was collected.
<u>Isolation:</u>	Isolation separates people who are infected with the virus from people who are not infected. If not all household members are fully vaccinated, individuals with confirmed or presumed COVID-19 should isolate within their household and use a separate bedroom and bathroom, if possible. Individuals should not spend time in common household areas (e.g., living room, kitchen). If face-to-face interactions must take place, the infected person and unvaccinated household members should mask. Disinfect frequently touched surfaces in the household often. (CDC, 2021)
<u>Mask:</u>	A well-fitted mask of at least two layers of breathable, washable fabric that fits snugly around the nose and chin with no large gaps around the sides of the face.

<u>New olfactory or taste disorder:</u>	New change/loss of taste or smell.
<u>PCR/molecular test:</u>	Polymerase chain reaction tests detect the presence of viral genetic material in specimens. These tests take longer (sometimes several days) because they must be sent to a lab for processing but are generally more sensitive than antigen tests. JCDHE currently offers free PCR tests (nasal swab version). Individuals associated with schools can use the red referral cards to get a test at the Olathe location without an appointment. JCDHE is providing saliva test kits to schools, which should be made available for all symptomatic students and staff in participating districts.
<u>Presumed Positive:</u>	<p>Symptomatic individuals with a known exposure to a COVID-19 positive individual within the 14 days prior to symptom onset are presumed positive. Becoming symptomatic while excluded for quarantine should trigger a move from quarantine to isolation and contact tracing activities should begin at school/JCDHE immediately.</p> <p>A new olfactory or taste disorder (e.g., loss of taste or smell) is characteristic for COVID-19 and individuals with this symptom and a history of exposure within the previous 14 days will be considered positive until a PCR-negative test has been obtained.</p> <p>Individuals with a positive antigen test without a subsequent negative PCR test within 48 hours of the initial antigen test will be considered presumed positive.</p>
<u>Quarantine:</u>	Keeps someone who has been exposed to the virus away from others. Individuals in quarantine should <u>stay home</u> . An individual who must be in public to seek medical assistance should practice masking and physical distancing as much as possible. Quarantine/exclusion timelines always begin at last exposure to a person with confirmed or presumed COVID-19. (CDC, 2021)
<u>Serology:</u>	Blood test that detects antibodies one may have to the virus from an immune system response. These are NOT diagnostic tests and should not be used as such. Serology tests do not provide sufficient evidence of immunity and cannot be used to release individuals from quarantine.
<u>Susceptible:</u>	Individuals who are not fully vaccinated per the most recent CDC guidelines for the vaccine received or have no previous history of infection in the past six months.
<u>Symptomatic:</u>	<p>Individuals meeting clinical criteria for COVID-19, defined as:</p> <ul style="list-style-type: none"> Any one of the following primary symptoms: <ul style="list-style-type: none"> New cough Difficulty breathing New olfactory or taste disorder <p>OR</p> <ul style="list-style-type: none"> At least two of the following secondary symptoms: <ul style="list-style-type: none"> Chills Congestion/runny nose Extreme fatigue Fever ($\geq 100^{\circ}\text{F}$) Headache Muscle or body aches Nausea/vomiting/diarrhea Sore throat
<u>Vaccine (COVID-19) Breakthrough Case:</u>	A breakthrough case is defined as an individual who has SARS-CoV-2 RNA or antigen detected on a respiratory specimen collected ≥ 14 days after completing an FDA-authorized COVID-19 vaccine.

Appendix B: References and Additional Resources

1. The ABC Science Collaborative. (June 2021) Year in review, Path forward. Retrieved 9 July 2021 from: <https://abcscecollaborative.org/year-in-review-path-forward/>
2. Baden, L.R., El Sahly, H.M., Essink, B., Kotloff, K., Frey, S., Novak, R., et al. (2021.) Efficacy and safety of the mRNA-1273 SARS-CoV-2 vaccine. *The New England Journal of Medicine*, 384(5): 403 – 416.
3. Centers for Disease Control and Prevention. (December 2020.) Options to reduce quarantine for contacts of persons with SARS-CoV-2 infection using symptom monitoring and diagnostic testing. *Science Brief*. Retrieved 2 December 2020 from: https://www.cdc.gov/coronavirus/2019-ncov/science/science-briefs/scientific-brief-options-to-reduce-quarantine.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fmore%2Fscientific-brief-options-to-reduce-quarantine.html
4. Centers for Disease Control and Prevention. (Feb 2021.) Contact tracing for COVID-19. Retrieved 9 July 2020 from: <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/contact-tracing.html>
5. Center for Disease Control and Prevention. (Feb 2021.) Isolate if you are sick. Retrieved 9 July 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html>
6. Centers for Disease Control and Prevention. (March 2021.) When to quarantine: stay home if you might have been exposed to COVID-19. Retrieved 9 July 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>
7. Centers for Disease Control and Prevention. (May 2021.) Operational strategy for K-12 schools through phased prevention. Retrieved 15 May 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html#fully-vacc>
8. Centers for Disease Control and Prevention. (May 2021.) Interim public health guidance recommendations for fully vaccinated people. Retrieved 9 June 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>
9. Centers for Disease Control and Prevention. (May 2021.) COVID-19 vaccines work. Retrieved 9 July 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/effectiveness/work.html>
10. Centers for Disease Control and Prevention. (June 2021). When you've been fully vaccinated: How to protect yourself and others. Retrieved 9 June 2021 from: https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html?ACSTrackingID=USCDC_2067-DM51719&ACSTrackingLabel=When%20You%E2%80%99ve%20Been%20Fully%20Vaccinated%20%7C%20COVID-19&deliveryName=USCDC_2067-DM51719
11. Centers for Disease Control and Prevention. (June 2021). Johnson & Johnson's Janssen COVID-19 vaccine overview and safety. Retrieved 9 July 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/different-vaccines/janssen.html>

12. Centers for Disease Control and Prevention. (June 2021.) Interim guidance for antigen testing for SARS-CoV-2. Retrieved 14 July 2021 from: <https://www.cdc.gov/coronavirus/2019-ncov/lab/resources/antigen-tests-guidelines.html>
13. Haas, E.J., Angulo, F.J., McLaughlin, J.M., Anis, E., Singer, S.R., Khan, F. (2021.) Impact and effectiveness of mRNA BNT162b2 vaccine against SARS-CoV-2 infections and COVID-19 cases, hospitalisations, and deaths following a nationwide vaccination campaign in Israel: an observational study using national surveillance data. *The Lancet*, 397(10287); 1819 – 1829.
14. Kansas Department of Health and Environment. (2021) Coronavirus disease 2019 (COVID-19) investigation guideline. Retrieved 5 May 2021 from: <https://www.coronavirus.kdheks.gov/DocumentCenter/View/949/COVID-19-Disease-Investigation-Guideline-PDF---5-2021?bidId=>
15. Kansas Department of Health and Environment. (2021) Travel-related quarantine guidelines: COVID-19. Retrieved 9 July 2021 from: <https://www.coronavirus.kdheks.gov/DocumentCenter/View/135/Travel-Related-Quarantine-Table-PDF---Updated-7-1-21?bidId=>
16. Kansas Department of Health and Environment. (2021) Travel and exposure related isolation/quarantine. Retrieved 9 July 2021 from: <https://www.coronavirus.kdheks.gov/175/Travel-Exposure-Related-Isolation-Quaran>
17. Kansas Office of Revisor Statutes. (2017.) KSA 65-118: Reporting to local health authority as to infectious or contagious diseases; persons reporting; immunity from liability; confidentiality of information; disclosure. Retrieved 20 August 2020 from: https://www.ksrevisor.org/statutes/chapters/ch65/065_001_0018.html
18. Kansas Office of Revisor Statutes. (2017.) KSA 65-122: Schools and child care facilities; non-admissions and exclusions; readmissions, when. Retrieved 9 July 2021 from: https://www.ksrevisor.org/statutes/chapters/ch65/065_001_0022.html
19. Pollack, F.P., Thomas, S.J., Kitchin, N., Absalon, J., Gurtman, A., Lockhart, S. et al. (2020.) Safety and efficacy of the BNT162b2 mRNA COVID-19 vaccine. *The New England Journal of Medicine*, 383(27); 2603 – 2615.
20. Tang, L., Hijano, D.R., Gaur, A.H. (2021). Asymptomatic and symptomatic SARS-CoV-2 infections after BNT162b2 vaccination in a routinely screened workforce. *Journal of the American Medical Association*, 325(24); 2500 – 2502.



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Brian Schwanz, Ed.S
Executive Director of Secondary Education

To: USD 232 Board of Education
Dr. Frank Harwood, Superintendent of Schools
From: Brian Schwanz, Executive Director of Secondary Education
Date: July 28, 2021
Re: Addition of Unified Bowling as a High School Activity
(Alert)

We will ask the Board of Education to consider approving the addition of Unified Bowling as a sport for USD 232 at the regularly scheduled meeting in September.

The Kansas State High School Activities Association (KSHSAA) is partnering with Special Olympics Kansas to encourage and develop Unified Bowling through school memberships in Kansas. Special Olympics Unified Sports is an inclusive activities program that combines an approximately equal number of Special Olympics students with intellectual disabilities and students without intellectual disabilities on teams for competition and inclusive activities fostering an environment of social inclusion. Through the partnership, KSHSAA will support and conduct Unified Bowling for member schools with expert guidance from Special Olympics Kansas. This is a new, statewide, program that will create opportunities for students across USD 232 to have increased opportunities for whole-school meaningful inclusion and leadership activities.

Unified Bowling will annually begin in Standard Calendar Week #13 (approximately September 26, 2021) and conclude with a state tournament during Standardized Calendar Week #20 (approximately November 19, 2021). Student eligibility for Unified Bowling will operate like any other KSHSAA activity with all participants meeting individual eligibility requirements. The practice location for the USD 232 Unified Bowling Team would be at Park Lanes. USD 232 bowling teams have used Park Lanes in the past for practices and meets. The district will need to hire one head coach and one assistant coach for the team. Also, the district will need to provide transportation for the students.

For the first year, we would have one district team to gauge interest. If there is enough interest at each high school, we would then have one De Soto High School team and one Mill Valley High School team. Unified Bowling is a coed activity.

Please contact me with any questions or concerns you may have with the addition of Unified Bowling.



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Brian Schwanz, Ed.S
Executive Director of Secondary Education

To: USD 232 Board of Education
Dr. Frank Harwood, Superintendent of Schools
From: Brian Schwanz, Executive Director of Secondary Education
Date: July 28, 2021
Re: Instrumental Music RFP Request
(Alert)

We will ask the Board of Education at its regularly scheduled September meeting to consider approving a request from the Instrumental Music staff to issue a Request for Proposals (RFP) for a preferred music vendor. The Instrumental Music staff will attend the September meeting to present their information to the Board.

Overview

Students and parents in the school district frequently struggle to find quality band instruments, repair services, and other resources associated with a successful instrumental music program. Many music vendors offer services that would address these issues free of charge. We would like to issue an RFP for music vendors that would be willing to partner with our school district in this way. We foresee this streamlining the instrument selection and acquisition process for our families, simplifying repair services and supply purchases, facilitating improved student performance across all grade levels, and improving recruiting and retention throughout the school district. Having a preferred music vendor does not obligate a family to use its services. Families may choose a music vendor of their choice for instrument rental, purchase and/or service.

Benefits:

Music vendors provide a number of services to school districts free of charge. Some of the services are listed below:

- Instrument selection and testing support
 - Proper testing materials and support staff to guide selection
 - Consistent process throughout the district



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Brian Schwanz, Ed.S
Executive Director of Secondary Education

- Provide families with options for instrument rental or purchase
 - Instrument and rental options
 - Cleaning/Maintenance packages
 - Books and supplies
- Provide repair services to school districts
 - Quick turnaround
 - Access to loaner instruments while repairs are being completed
- Inform students and parents of opportunities to upgrade their instrument
 - Beginner – 5th – 6th grade
 - Intermediate – 7th – 8th grade
 - Professional – 9th – 12th grade

We would like the Board of Education's approval to issue the RFP for music vendors to partner with the school district to provide these services. The vendor who would be selected through this process would support students and parents in selecting an instrument and provide resources and support to music staff at no additional cost to the district. Any music vendor will need to address the issues described above and we propose that the vendor be evaluated each year on its effectiveness. In addition, the vendor will not automatically be awarded bids for large instrument purchases, as it would need to follow competitive bidding processes.

Please contact me with any questions or concerns you may have with this request.