

**Board of Education Agenda  
Wichita Public Schools - USD 259  
June 14, 2021 - 6 p.m.  
Wichita High School North Lecture Hall  
1437 Rochester - Wichita KS**



Wichita Public Schools will be the district of choice in our region,  
where all students and staff are empowered to dream, believe and achieve.

Pursuant to Governor Laura Kelly's State of Disaster Emergency Declarations concerning the COVID-19 pandemic and pursuant to authority granted under Kansas Administrative Regulation 16-20-01, as well as the Board of Education's concern for the health and safety of the public, the public will not attend this BOE meeting except as described in Public Communications.

Board meetings have been reopened for Public Communications. Thus, the practice of accepting E-mail Public Comment has been discontinued. E-mails may still be sent to Board members at their e-mail addresses, which are available at [www.usd259.org/boe](http://www.usd259.org/boe) under "BOE Contact Information and Profiles."

One representative from each news media organization will be allowed to attend the meeting. During the BOE Meeting's agenda, one representative from the Service Employees International Union and the United Teachers of Wichita respectively will be permitted to make a Report.

The Board meeting will be shared "live" via WPS-TV on Cox Channel 20, the district's Web site at [www.usd259.org/wpstvonline](http://www.usd259.org/wpstvonline), or by searching **WPS-TV** on the Livestream app for phone, Roku, and Apple TV.

Following its conclusion, this meeting will be available on the Wichita Public Schools' YouTube channel. It will also be rebroadcast on WPS-TV Cox Cable Channel 20, and online at WPS-TV 10 times per week. The rebroadcast schedule is available on our Web site, [www.usd259.org/boe](http://www.usd259.org/boe).

**I. Roll Call**

- A. Moment of Silence
- B. Pledge of Allegiance
- C. Statement about the COVID-19 Modified Meeting Format

**II. Reports**

- A. Report – Good News
  - 1. Kansas State Teachers Hall of Fame Celebration.  
Tonight, the Board will recognize Johanna Forshee, Curtis Middle School Instructional Coach, for being inducted into the Kansas Teachers Hall of Fame's Class of 2021.  
Contact(s): Branden Johnson
- B. Report – Service Employees International
- C. Report – United Teachers of Wichita

### III. Public Communications

At regular BOE meetings, public comment shall be allowed only during Public Communications on topics that pertain to items on the BOE Agenda or items within the jurisdiction of the Board. During the COVID-19 modified meeting format, patrons who want to address the Board during Public Communications may register to speak by calling the Clerk of the Board at 973-4553 **prior to 10 a.m.** on the day of the BOE meeting. The number of speakers at regular BOE meetings shall be limited to ten. Registration will not be permitted at the meeting room prior to the meeting. Speakers are required to wear protective face masks and practice social distancing at all times while they are in North High. Speakers will be met by WPS Security and escorted to the hallway north of the North High Lecture Hall. During Public Communications, speakers will be called into the lecture hall to address the Board from a podium that is equipped with a Plexiglas shield. A speaker's comments will not include personnel matters concerning district employees and/or matters that would violate the privacy of students, and will not exceed 3 minutes. Due to COVID-19, the Board and staff will not accept documents or other items from speakers. After addressing the Board at the podium, speakers will be required to leave the North High Lecture Hall and the building.

### IV. Education

#### A. LETRS Presentation

Contact(s): Christy O'Toole, Andi Giesen  
Funding Source: N/A

Purpose: The purpose of this presentation is to share current information on LETRS Volume 1-2 and LETRS Early Childhood Materials and Professional Learning. The use of LETRS meets the structured literacy requirements of dyslexia legislation.

Please see page nine of this BOE Agenda for the Voyager Sopris Learning/Cambium Learning Group, Inc., - LETRS Volume 1-2 and LETRS Early Childhood Materials and Professional Learning agenda item.

Recommendation: This presentation is for the Board's information.

### V. Consent

#### A. Human Resources

##### 1. Human Resources Report

Appendix 1

Contact(s): Sean Hudspeth

Purpose: Report.

Recommendation: Board approval.

Note: The Human Resources report is not published on the district's Web site. The report is available from the Clerk of the Board's office before noon on Board meeting dates, or in the display rack outside the North High Lecture Hall before Board meetings.

2. Designation of Agent for Kansas Public Employees Retirement System (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: The Kansas Public Employees Retirement Act provides that each participating employer, through its governing body, designate an individual through whom retirement system transactions and communications will be directed.

Recommendation: It is recommended the Board appoint Alexis Summers as its designated agent through whom retirement system transactions and communications shall be directed for Unified School District 259 of Sedgwick County, Kansas for the 2021-22 fiscal year.

3. Equifax Workforce Solutions - Unemployment and Employment Verification Administration (Annual)

Contact(s): Sean Hudspeth  
Funding Source: General Fund  
2021-22 Budget

Purpose: The outsourcing of unemployment claims, employer unemployment tax administration, and employment verifications to Equifax Workforce Solutions will allow HR staff to be redeployed to strategic and higher value services for our end customers. Equifax Workforce Solutions was selected in 2012 as the preferred vendor through a formal RFQ process because of its IT infrastructure and its ability to handle the volume of unemployment claims administration and employment verifications.

Recommendation: It is recommended that the Board authorize Human Resources to approve an amount not to exceed \$42,000 to purchase services for the 2021-22 fiscal year from Equifax Workforce Solutions. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

4. Master Teacher: ParaPD Now Testing (Annual)

Contact(s): Sean Hudspeth  
Funding Source: General Fund  
2021-22 Budget

Purpose: The purpose of this item is to purchase Master Teacher's tool to utilize the ParaPD Now testing. ParaPD Now is used by the district as a pre-employment screening tool to test all paraeducator applicants for highly qualified status as required by the U.S. Department of Education and the Kansas State Department of Education. In addition, all temporary title paraeducators are required to take the assessment to meet highly qualified status. Master Teacher will provide and maintain all hardware, software, programming, and research for the Master Teacher tools.

Recommendation: It is recommended that the Board authorize the district to enter into an agreement with Master Teacher in an amount not to exceed \$25,000 for the 2021-22 fiscal year for the temporary employee conversion process. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

5. NATSB National Screening Bureau (Annual)

Contact(s): Sean Hudspeth  
Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: The district runs approximately 2,000 background checks each year. The Administration would like to continue using the services of NATSB National Screening Bureau, which can complete comprehensive background checks and I-9 verifications.

Recommendation: It is recommended that the Board approve the district's use of NATSB for background screening checks, urine analysis, and I-9's in an amount not to exceed \$126,000 for the 2021-22 fiscal year. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

B. Finance

1. Treasury Warrants: [May 2021](#)

[Appendix 2](#)

Contact(s): Susan Willis

Purpose: Monthly report.

Recommendation: Board approval.

C. Bids

1. Purchasing Consent

Appendix 3

Purpose: Report.

Recommendation: Board approval.

Summary

| Description of products/services   | Amount         | Responsible Party                         |
|--|----------------|---|
| 1. 2022 Chevrolet 3500 Express Cargo Van                                     | \$62,000.00    | Luke Newman                               |
| 2. TYMCO Model 435 Air Sweeper   | \$160,155.00   | Luke Newman                               |
| 3. Audiometry and Tympanometry Equipment                                     | \$50,000.00    | Vince Evans<br>Kimber Kasitz              |
| 4. Athletic Game Video and Analysis Service                                  | \$61,600.00    | Amanda Kingrey<br>J. Means                |
| 5. Bulk Technology Hardware Devices & Accessories for Staff and Students     | \$5,200,000.00 | Rob Dickson                               |
| 6. Security Video Cameras, Digital Video Recorders, Card Readers, & Licenses | \$1,500,000.00 | Terri Moses<br>Luke Newman<br>Rob Dickson |
| 7. Production Printing & Document Archiving Services                         | \$60,000.00    | Fabian Armendariz                         |
| 8. Oracle Fusion Support and Maintenance                                     | \$465,000.00   | Rob Dickson                               |
| 9. Securly Web Filter Support  | \$75,990.00    | Rob Dickson                               |
| 10. Copier Lease Payment   | \$180,000.00   | Fabian Armendariz                         |
| 11. Sentinel Software  | \$45,000.00    | Rob Dickson                               |
| 12. Rapid Identity Automation  | \$220,000.00   | Rob Dickson                               |
| 13. Mobile Device Management   | \$100,000.00   | Rob Dickson                               |
| 14. Facility Management Software   | \$475,569.80   | Luke Newman<br>Rob Dickson                |
| 15. Antivirus Software   | \$60,000.00    | Rob Dickson                               |
| 16. Website Content Accessibility Software                                   | \$60,000.00    | Rob Dickson                               |
| 17. Smart Notebook Software  | \$60,000.00    | Rob Dickson                               |
| 18. Food – May 2021  | \$108,020.42   | Fabian Armendariz                         |
| 19. Supply Warehouse Stock - March   | \$44,607.60    | Fabian Armendariz                         |
| 20. Supply Warehouse Stock - April   | \$263,643.97   | Fabian Armendariz                         |
| 21. Supply Warehouse Stock – May   | \$79,447.10    | Fabian Armendariz                         |

2. On Call General Contractor – Various District Sites

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2021-22 Budget

Purpose: The 2021-22 Capital Outlay Fund includes monies for repairing and remodeling buildings at various district sites. On July 23, 2018, the Board approved a contract with Van Asdale Construction, LLC, with an amount not to exceed \$250,000 and an hourly rate of \$32.00. This contract included an optional three (3) year annual renewal, which included an increase of \$0.50 per hour. The Board approved the first renewal on June 3, 2019, in an amount not to exceed \$250,000 and a rate increase to \$32.50. The Board approved a second renewal on November 9, 2020, in an amount not to exceed \$250,000 and a rate increase to \$33.00 per hour.

Recommendation: It is recommended that the Board approve a third contract renewal with Van Asdale Construction, LLC, in an amount not to exceed \$250,000 and an hourly increase to \$33.50 per hour. This is the third and final renewal of the contract with Van Asdale Construction, LLC.

3. On Call General Contractor – Various District Sites

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2021-22 Budget

Purpose: The 2021-22 Capital Outlay Fund includes monies for repairing and remodeling buildings at various district sites. On July 23, 2018, the Board approved a contract with Cherokee Construction, Inc., with an amount not to exceed \$250,000 and an hourly rate of \$29.50. This contract included an optional three (3) year annual renewal, which included an increase of \$1.25 per hour. The Board approved the first renewal on June 3, 2019, in an amount not to exceed \$250,000 and a rate increase to \$30.75. The Board approved a second renewal on June 15, 2020, in an amount not to exceed \$250,000 and a rate increase to \$32.00 per hour.

Recommendation: It is recommended that the Board approve a third contract renewal with Cherokee Construction, Inc., in an amount not to exceed \$250,000 and an hourly increase to \$33.25 per hour. This is the third and final renewal of the contract with Cherokee Construction, Inc.

4. Consulting Services: Exterior Masonry Restoration at East High School – Phase Two

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2021-22 Budget

Purpose: The 2021-22 Capital Outlay Budget includes monies for consulting services.

Recommendation: It is recommended that the Board enter into a contract with Shelden Architecture, Inc., for design and engineering of Exterior Masonry Restoration at East High School—Phase Two in an amount not to exceed \$50,000.

5. School Service Center – North Parking Lot Resurface

Appendix 4

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2021-22 Budget

Purpose: The 2021-22 Capital Outlay Budget includes monies for North Parking Lot Replacement at School Service Center. Bids were received on May 27, 2021, according to plans and specifications. The low base bid was submitted by Conspec, Inc., DBA Kansas Paving, in the amount of \$171,900.

Recommendation: It is recommended that the Board approve an amount not to exceed \$185,900, which includes the above base bid, and a contingency amount of \$14,000 with Conspec, Inc., DBA Kansas Paving, for North Parking Lot Replacement at School Service Center.

|                        |           |
|------------------------|-----------|
| Base Bid:              | \$171,900 |
| Contingency Allowance: | \$14,000  |
| Total:                 | \$185,900 |

6. Roof Replacement: Hadley Middle School and School Service Center

Appendix 5

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2020-21 Budget

Purpose: The 2020-21 Capital Outlay Budget includes monies for Roof Replacement at Hadley Middle School and School Service Center. Bids were received on May 28, 2021, according to plans and specifications. The low base bids were submitted by Mahaney Group, Inc., in the amounts of \$105,000 and \$463,000 respectively, for a total of \$468,000.

Recommendation: It is recommended that the Board approve an amount not to exceed \$653,000, which includes the above base bids, and a contingency amount of \$85,000 with Mahaney Group, Inc., for Roof Replacement at Hadley Middle School and School Service Center.

|                                 |           |
|---------------------------------|-----------|
| Base Bid Hadley Middle School:  | \$105,000 |
| Base Bid School Service Center: | \$463,000 |
| Contingency Allowance:          | \$85,000  |
| Total:                          | \$653,000 |

7. Track Resurface: East and North High Schools

Contact(s): Luke Newman  
 Funding Source: Capital Outlay  
 2020-21 Budget

Purpose: On November 9, 2020, the Board approved an amount not to exceed \$409,950, including a \$30,000 contingency, with Beynon Sports Surfaces, Inc., for the track resurface at East High and North High. Additional scope of work is required to complete the project, which will exceed the contingency amount.

Recommendation: It is recommended that the Board approve a contract change order in the amount of \$60,000 for a revised total amount not to exceed \$469,950, which includes the above base bid, change order, and contingency amounts with Beynon Sports Surfaces, Inc., for the track resurface at East and North High Schools.

| Project   | Recommended Change Order Amount | Construction Contractor      | Original Not to Exceed Amount | Prior Change Orders |
|---|---------------------------------|------------------------------|-------------------------------|---------------------|
| Track Resurface: East High School and North High School | \$60,000                        | Beynon Sports Surfaces, Inc. | \$409,950                     | \$0                 |

D. Programs/Grants

1. Secondary Math Professional Development-Carnegie Learning

Contact(s): Christy O'Toole, Andi Giesen  
 Funding Source: Professional Development Funds  
 2021-22 Budget

Purpose: The purpose of this agenda item is to request Board approval to purchase professional development services focused on Algebra I concepts for our secondary math teachers. Carnegie Learning, our current secondary math curriculum resource provider, will provide the professional learning sessions throughout the 2021-22 school year.

Recommendation: It is recommended that the Board authorize the purchase with Carnegie Learning for the Secondary Math professional development services in an amount not to exceed \$24,000.



2. Voyager Sopris Learning/Cambium Learning Group, Inc. - LETRS Volume 1-2 and LETRS Early Childhood Materials and Professional Learning

Contact(s): Christy O'Toole, Andi Giesen

Funding Source: Professional Development & Federal Fund  
2020-21 & 2021-22 Budget

Purpose: The purpose of this agenda item is to request approval to purchase both professional learning and materials from Voyager Sopris Learning/Cambium Learning Group. Materials include professional learning manuals and licenses, which provide access to self-paced online courses focused on the Science of Reading. Professional learning includes both the online course content and training for district staff to become certified LETRS trainers. LETRS trainers provide support to all staff participating in the self-paced online courses.

Recommendation: It is recommended that the Board approve the purchase of LETRS Volume 1-2 and LETRS Early Childhood Materials and Professional Learning to support the district Trainer of Trainer model from Voyager Sopris Learning/Cambium Learning Group, Inc., in an amount not to exceed \$1,000,000.

#### E. Miscellaneous

1. BOE Meeting Minutes for May 24, 2021

Appendix 6

Contact(s): Patrick Greene

Purpose: The BOE Meeting Minutes for [May 24, 2021](#) are attached in the Appendix.

Recommendation: Board approval.

2. Department of Transportation (DOT), Fitness for Duty, Post Offer Employment Tests (POETS), Reasonable Suspicion Testing and Hepatitis Shots (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer

Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: This item provides for pre-employment, Department of Transportation (DOT) tests for drivers whose duties qualify under federal regulations, Fitness for Duty, Post Offer Employment Tests (POETS), Independent Medical Exams (IME's), and drug testing for cause due to "reasonable suspicion" that the employee is under the influence or impaired. It also provides Hepatitis B shots for employees in "at-risk" positions or after exposure.

Recommendation: It is recommended that the Board approve an amount not to exceed \$150,000 pre- and post-employment testing and Hepatitis B shots for employees in "at-risk" positions or after exposure for the 2021-22 fiscal year. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

3. EdView Consulting (Renewal)

Contact(s): Gil Alvarez, Michele Ingenthron, Amanda Kingrey  
Funding Source: Learning Services Professional Development Fund  
2021-22 Budget

Purpose: EdView Consulting provides coaching, mentoring services, and professional development for school leaders and leadership teams to focus on effective implementation of school improvement strategies and problem-solving to increase student success and enhance school culture. Six schools – Enders Elementary, Harry St Elementary, Seltzer Elementary, Pleasant Valley Middle, Truesdell Middle, and East High will participate in the supports and services provided by EdView Consulting.

Recommendation: It is recommended that the Board approve the contract with EdView Consulting for the 2021-22 school year at a cost not to exceed \$35,000.

4. Employee Assistance Program (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: To improve employee productivity and lower costs to the health plan, the district has contracted with the vendor New Directions since the 2015-16 budget year for employee assistance programs. Due to an over 300% increased overall contract amount set forth by this vendor for the 2021-22 budget year and without any willingness on their part to negotiate, a new vendor needed to be established. After thoughtful consideration and research, ComPsych is recommended to be the new vendor for the district for employee assistance programs.

ComPsych is the largest national Employee Assistance Provider, with a wealth of services to offer. They represent other large school districts in the country and have dedicated resources for educators. Their services will include formal management referrals for poor work performance, alcohol and/or drug use, plus education seminars and critical incident meetings as requested. Employee services include: emergency counseling for marital and family relationships; alcohol and drug use; emotional and social concerns; financial and legal concerns; and short-term counseling.

ComPsych provides local counselors including providers who are certified Department of Transportation (DOT) and Substance Abuse Professionals (SAP), a dedicated account manager, same day appointments for mandatory referrals, comprehensive full service Web access, phone consultations, and a variety of locations.

Recommendation: It is recommended that the Board approve an amount not to exceed \$160,000 to purchase employee assistance program services from ComPsych for the 2021-22 fiscal year. ComPsych has agreed to lock in this rate for the next 5 years or through June 30, 2026. Should additional services be required, the services shall be billed at the contracted price and shall not be returned to the Board. Additional services will be provided for at least the first three years of this contract and will be covered by federal funds apart from this requested amount.

5. Flexible Spending Plan (Annual)

Appendix 7

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Fund 96 – Flexible Spending Fund  
2021-22 Budget

Purpose: The purpose of this item is to re-appoint Application Software, Inc., (ASI) as the administrator for the Flexible Spending Plan.

Recommendation: It is recommended the Board approve renewal of the contract for the 2021-22 fiscal year with ASI, (Columbia, MO) for claim administration expenses for a fee of \$3.00 per participating employee per month, not to exceed \$100,000 per year. Should the total exceed the projected amount, the services shall be billed at the contracted price and shall not be returned to the Board.

6. Group Term Life Insurance (Annual)

Appendix 8

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: The purpose of this item is to reappoint Standard Insurance Company (Portland, OR) to administer the district's Group Term Life Insurance policy at the guaranteed rate of 0.21 per \$1,000 of coverage through June 30, 2023.

Recommendation: It is recommended the Board approve the purchase of group term life insurance from Standard Insurance Company at a cost not to exceed \$630,655 for premiums for the 2021-22 fiscal year. It is further recommended the Board authorize the Administration to pay a \$2,500 annual fee to Insurance Management Associates for life insurance brokerage services for the 2021-22 fiscal year. Should the total exceed the projected amount, the services shall be billed at the contracted price and shall not be returned to the Board.

7. KSHSAA Membership and Insurance (Annual)

Appendix 9

Contact(s): J. Means, Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund and 57 Fund Athletic Activities Fund  
2021-22 Budget

Purpose: The purpose of this item is to authorize the district's respective schools to maintain their membership in the Kansas State High School Activities Association (KSHSAA) in order to participate in KSHSAA-sponsored events and to take advantage of the liability insurance and student accident insurance that is part of the KSHSAA program.

Recommendation: It is recommended that the Board authorize the district's respective schools to renew their membership in KSHSAA for the 2021-22 fiscal year and to authorize each high school to pay a fee of \$500 and each middle school to pay a fee of \$200 from the Athletic Activities Fund, 57 Fund, directly to KSHSAA. The total amount for insurance, as listed in the Appendix, is not to exceed \$36,800. Should the total exceed the projected amount, the services shall be billed at the contracted price and shall not be returned to the Board.

8. Medical, Pharmacy, Vision and Dental Benefit Plan (Annual)

Appendix 10

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: 47 Fund – Self-Funded Health Plan Reserve  
2021-22 Budget

Purpose: All benefitted employees with an FTE of .75 and above receive an offer for basic medical, pharmacy, and dental plan coverage. Under the Affordable Care Act, a Minimum Value Health Plan must be available to employees who meet a specific 30 hour look-back period eligibility requirement and who do not meet the eligibility requirements for the district's health plan. There is no dental coverage or spousal coverage provided under the Minimum Value Health Plan. The district also offers health plan benefits to eligible employees upon retirement. The district buys a specific stop loss policy, which attaches at \$500,000 on each individual claim. In addition, the district utilizes third-party administrators (TPAs) to administer COBRA benefits, the district's medical, dental, pharmacy plans, the diabetes program, and benefits administration.

A Request for Proposal (RFP) for medical plan administration was conducted in 2018. A committee of 12 district stakeholders (including district administrators, representation from the UTW, and representation from the SEIU) worked with USI, a benefit consulting company, to prepare requests for proposals and to review proposals submitted from medical plan TPAs.

Two finalists were selected to present on their proposals for medical plan administration. After the finalist presentations, the committee requested further information from the TPAs and analysis by the consultant/experts. Meritain was selected as the medical plan TPA with Eye Med for vision benefit administration.

To maintain fiscal responsibility, an RFP for medical plan administration was again conducted in 2021. A committee of 12 district stakeholders was again assembled as in 2018 to work on this. Three finalists were selected to present on their proposals for medical plan administration. After the finalist presentations, the committee requested further information from the TPAs and analysis by the consultant/experts.

MaxorPlus administers the self-funded pharmacy benefit plans, EyeMed administers the self-funded vision benefit plans, and Delta Dental of Kansas administers the district's self-funded dental plans.

Recommendation: For the 2021-22 fiscal year, it is recommended that the Board authorize the selected third party administrator to administer the district's self-funded medical plans, MaxorPlus to administer the self-funded pharmacy benefit plans, EyeMed to administer vision benefits, and Delta Dental of Kansas to administer the district's self-funded dental plans.

It is recommended for the 2021-22 fiscal year, that the Board continue to authorize Employee Benefits to contract with bswift to administer COBRA, facilitate health plan enrollment, track MVP eligibility, and prepare and file the IRS forms for the Affordable Care Act.

It is further recommended that the Board authorize up to \$150,000 of the Health Plan budget to cover costs for RFP Consulting, benefits consulting, actuarial, and expenses related to medical plan options for employees.

9. News-2-You, Unique Learning System n2y, LLC (Renewal)

Contact(s): Christy O'Toole, Andi Giesen  
Funding Source: Textbook Fund  
2021-22 Budget

Purpose: The purpose of the agenda item is to request Board approval to extend the annual contract agreement with n2y, LLC, which will provide PreK-12 licenses and resources for our teachers and students. Primarily, this resource is used when supporting students with Individual Education Programs.

Recommendation: It is recommended that the Board authorize the purchase of News-2-You and Unique Learning System with n2y, LLC, for one year in an amount not to exceed \$120,000.

10. Property and Casualty Insurance (Annual)

[Appendix 11](#)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: On June 15, 2020, the Board authorized the expenditure from the Supplemental General Fund in an amount not to exceed \$4,051,087 for the purchase of property and casualty insurance, USI broker fees and any related services USI may perform during the 2021-22 school year.

Recommendation: It is recommended that the Board authorize the expenditure from the Supplemental General Fund an amount not to exceed \$4,200,038 for the purchase of property and casualty insurance, USI broker fees for the period of July 1, 2021 through June 30, 2022, and any related services USI may perform during the 2021-22 fiscal year.

11. Self-Funded Insurance Reserve (Annual)

[Appendix 12](#)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Fund 47 – Self-Funded Insurance Reserve Fund  
2021-22 Budget

Purpose: The district has operated self-funded benefit plans since the 1980s. For the 2005-06 fiscal year, the district's health plan, the income protection plan (short-term disability), and the risk management reserve fund were combined from their separate funds into the 47 Fund, the self-funded insurance reserve fund. During the 2006-07 fiscal year, the wellness and ergonomic programs were added to this fund. Thus, several self-funded employee benefit programs are combined into this one fund.

Recommendation: It is recommended that the Board authorize the Administration to fund an amount for self-funded insurance programs in the 47 Fund in an amount not to exceed \$4,500,000 for the 2021-22 fiscal year. This does not include the Medical, Pharmacy, Vision, and Dental Benefit Plan item in this BOE Agenda.

12. Student Accident Insurance: Voluntary/Latchkey (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund  
2021-22 Budget

Purpose: As a service for parents or guardians, the district has allowed the solicitation of student accident insurance for those families who want to cover their students for accidents that might occur during the school year. This district does not provide accident insurance or premises medical coverage on a blanket basis for all students or members of the public. Depending upon the scope of coverage, such insurance could cost the district from \$250,000 to \$480,000 a year. Therefore, the district makes available this voluntary insurance, and no district funds are used to purchase this insurance. The district does not warrant this insurance is adequate to satisfy the needs of any purchaser.

Recommendation: It is recommended that the Board authorize Student Assurance Services (Lawrence, KS) the right to provide voluntary student accident insurance, including sports coverage, for the fiscal year 2021-22.

Also, it is recommended that Student Assurance Services (Lawrence, KS) provide this service to the district's School Age Program (Latchkey) at a cost of \$2.00 per participant, which is built into the fees charged by the program.

13. Special Liability Expenses Fund (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer, Susan Willis  
Funding Source: Fund 42 - Special Liability Expenses Fund  
2021-22 Budget

Purpose: Kansas law authorizes school districts to establish a special liability fund to pay the cost of providing for a district's defense and the defense of its employees that arise under the Kansas Tort Claims Act, and for payment of claims and other direct and indirect costs relating thereto. The payment of judgments rendered against the school district is also to be paid from this fund.

Recommendation: It is recommended that the Board authorize the Administration to pay liability judgments and direct and indirect expenses to any judgment that may arise during the 2021-22 fiscal year from Fund 42 in an aggregate amount not to exceed \$1,000,000.

14. Supplemental Life Insurance (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Fund 98 - Payroll Deduction Fund  
2021-22 Budget

Purpose: The purpose of this item is to reappoint Guardian Life Insurance Company (Lehigh Valley, PA) to administer the district's voluntary supplemental life insurance.

The district makes available on a voluntary purchase basis a supplemental life insurance plan for employees eligible for district benefits. Employees may purchase, without cost to the district, group term life insurance that is in addition to the insurance provided by the district and KPERs.

The plan was revamped in 2019 to align with industry standards and plans offered by other larger employers in the market. The district's plan now offers a full open enrollment with an increased guaranteed issue amount. Plan design has been updated with spouse and child options and value-added benefits like the college tuition benefit program.

As of March 31, 2021, USD 259 has 1,244 employees, 374 spouses, and 407 dependent children enrolled in the voluntary life plan. Current premium rates being paid by the employees are guaranteed until June 30, 2022.

Recommendation: It is recommended the Board authorize the district to continue this voluntary contribution life insurance plan through Guardian Insurance Company for the 2021-22 fiscal year.

15. Workers Compensation Reserve Fund (Annual)

Appendix 13

Contact(s): Sean Hudspeth, Danielle Dettmer, Boni Burkhart  
Funding Source: Fund 52 – Workers Compensation Reserve Fund  
2021-22 Budget

Purpose: Since 1986, the Board has approved self-funding its statutory obligation to provide workers compensation benefits to employees injured while in the course of and arising out of their employment. K.S.A. 44-505(e) and amendments thereto requires a self-insured school district to maintain a separate loss fund for the payment of workers compensation claims, judgments, and expenses.

The Employee Benefits/Insurance Management office administers this program. The school district has used the legal services of McDonald, Tinker, Skaer, Quinn & Herrington since 1990 for litigated Workers Compensation Claims, and actuarial services are provided by Sigma Actuarial Consulting Services. The school district's outside auditor is Allen, Gibbs & Houlik.

Since 1996, the district has utilized CorVel Corporation as a third-party billing administrator for its workers' compensation claims. All claim costs are reviewed and paid according to the Medical Services and Fee Schedule promulgated by the Kansas Department of Labor.

Since December 3, 2003, the school district's workers compensation office has run software from MicroNiche, Inc., for claims management. Other more robust claims management third-party software programs are being analyzed in effort to assure ongoing compliance with Section 111 reporting and the Kansas Department of Labor Electronic Data Interchange (EDI) reporting requirements.

In 2009, Section 111 of the Medicare, Medicaid, and SCHIP Extension Act (MMSEA) added mandatory reporting requirements for liability insurers, including workers compensation plans to electronically report to Medicare the details of workers compensation settlements, judgments, awards, or other payments to Medicare recipients.

In 2013, Kansas began mandating the use of Electronic Data Interchange. As of January 1, 2014, the Kansas Department of Labor would no longer accept paper First Reports of Injury and began requiring specific claim information be sent electronically over the life of a claim.

In 2018, the Board authorized Administration to contract with a third-party claims management software vendor to maintain compliance with Section 111 CMS reporting and the Kansas Department of Labor Electronic Data Interchange reporting requirements. Origami Risk became the designated claims management program to process EDI and CMS reporting as of the 2020-21 fiscal year. Origami Risk will continue this role for the 2021-22 fiscal year.

Recommendation: It is recommended that the Board authorize the Administration to expend up to \$3,500,000 from the Workers Compensation Reserve Fund for the 2021-22 fiscal year to pay workers compensation claims and expenses necessary to administer the district's self-insured workers compensation program to maintain compliance with the Kansas state law requirements for self-funded plans.



**VI. Policy**

- A. *[Flight 2]* First Review: Proposed Consolidation of Learning Services Policies Appendix 14

Contact(s): Andi Giesen, Gil Alvarez  
Funding Source: NA

Purpose: As part of an ongoing effort to consolidate BOE policies, Administration proposes the following consolidation of Learning Services policies.

| <b>Current Policy</b> | <b>Proposed</b> | <b>Title</b>                                | <b>Notes</b>                      |
|-----------------------|-----------------|---|-----------------------------------|
| 1800                  | NA              | Comprehensive Assessment System             | Update and add AIP 8 & 9          |
| 1801                  | Delete          | Publication of Summative Assessment Results | Delete because content is in 1800 |
| 1810                  | Delete          | Participation in Test Norming               | Delete because content is in 1850 |
| 1850                  | NA              | Research Council and Research Projects      | Update added to Section B, 6e     |

Recommendation: This item provides for the Board's first review of the above policies.

**VII. Operations** – None submitted.

**VIII. Finance**

- A. Budget Report

Contact(s): Susan Willis  
Funding Source: NA

Purpose: Administration will update the Board on the budget.

Recommendation: This item provides an opportunity for the Board's information and discussion.

**IX. Miscellaneous**

- A. Superintendent's Report
- B. Board of Education Report/Requests
- C. New Business
- D. Executive Session

A motion should be adopted that the Board of Education recess forthwith into Executive Session regarding:

- 1. Personnel matters for non-elected personnel.
- 2. Matters relating to employer-employee negotiations.

The open meeting will resume at approximately \_\_\_\_\_ in this room.

- E. Reconvene
- F. Adjournment