

**MINUTES OF THE BOARD OF EDUCATION
 COFFEYVILLE UNIFIED SCHOOL DISTRICT 445**

July 28, 2020

Special Meeting 12:00 p.m.

Community Elementary

"Building on a culturally diverse community, USD 445 will prepare all students for life-long learning by providing resources for a comprehensive quality education in a safe environment that promotes high academic achievement and responsible citizenship in a global society." – Mission Statement

"Valuing individuals, Celebrating Learning, Improving Life! USD 445 will provide a happy, caring, hopeful environment that will empower children to achieve their greatest potential." – Vision Statement

The Board of Education of Coffeyville USD 445 acted to call a Special Meeting on Tuesday, July 28, 2020 at 12:00 p.m. at Community Elementary, 102 S. Cline Rd., Coffeyville, KS 67337. President, Darrel Harbaugh, called the Special meeting to order at 12:00 p.m.

Roll Call

Board Members Present	Others Present
Gail Misch Darrel Harbaugh Karen Rittenhouse Robert Roesky Jason Barnett Dr. Jerry Hamm LaKisha Johnson	Dr. Craig Correll...Superintendent Lora Stalford...Curriculum Director Michael Speer...Asst. Sup./Bus. Manager Travis Stalford...Principal, FKHS Jeff Pegues...Principal, RMS Angela Linthacum...Principal CES Amanda Cavaness...Principal, CES/ELC Rick Witson...MG County Health Dwayne Newton...Teacher CES Ashley Rutherford...Teacher CES
Board Members Absent	
-	

Adoption of Agenda

Motion made by Jason Barnett to adopt the agenda, second by Robert Roesky. Motion carried 7-0.

Board Discussion – Reopening Schools 2020

General Information

- There is no action item at this meeting but there will be adjustments to the already adopted calendar for the 2020-2021 school year.
 - 2 days have been changed from student contact to staff development days and one other staff development has been moved to allow additional times for teachers to prepare for the added remote learning component.
 - PD day in October was moved to August
 - PD day in September was moved earlier in the month to the 8th following Labor Day.
- The reopening plan was developed with many people included.

Transportation and Dropoff

- Elementary students will be dropped off at 7:30 a.m., no earlier. Doors to the facility will open at 7:30 a.m. Students will enter at that time and go to the classrooms, not the gymnasium.
- Breakfast will be served at 7:50 a.m. when the teachers are on duty in the classrooms. School will start at the normal time of 8:05 a.m. and end at 3:20 p.m.
- Q: Are teachers comfortable with the plan?
 - Response: Yes. The only uncomfortable things are those that we can't control.

What happens on Wednesdays?

- Wednesdays are designed for teachers to make items for remote learning and to make contact

with students for individual instructions. This may be done over online means such as ZOOM or via phone calls.

- As long as a teacher is making actual contact, then the time may be counted. It could be any teacher making the contact with the student. Primarily it will be the classroom or actual course teacher, but there will undoubtedly be times when the classroom teacher is out and another teacher will make the contact.
- ESOL and Special Education students who choose remote learning will be able to come in for some one-on-one help during the Wednesday times by appointment.
- There was some concern by various board members that teachers might be overwhelmed at various times this year.
- Possible idea for tracking contact times with students could be an electronically log of time. USD 445 is currently working with KSDE to see if there are options.
- Would Boys & Girls Club operate on Wednesdays?
 - For some child care, we will utilize district staff.
 - It is possible that some BG staff could be used, but many are college or high school students and might not be available.
 - We are still investigation options regarding child care on Wednesdays.

Elementary and secondary remote students

- Students will have access to the textbooks that they need to maintain pace with the class.
- Remote students will submit their work under the same time frame as in-person students. They will submit work via a technology platform such as Google classrooms. Secondary students already utilize an online platform and most students are already aware of how this works.
- Parents will have a log in to see everything that is due and going on with the remote classrooms.
- Staff development is being designed to help teachers who are not familiar with the online technology platforms.

The plan is fluid and flexible. How will the monitoring of the plan be done? Is there notifications to the state that need done or just in-house updates?

- Most of the plan is local only with most items not being submitted to the state as an official plan. However, the logs of teacher contacts with the students is required by the state to be done.
- The overall plan is not being approved by the state board of education or KSDE as was the case with the Continuous Learning Plan (CLP) in March of 2020.
- Changes will be monitored and the plan adjusted by the various groups who put the plan together as the need arises. There will be a lot of early monitoring of the plan to make fine tune adjustments as needed.

Can students return at any time?

- Students who have elected remote learning or who have been told to stay home may return with a 3-day notification to the school.
- If the student is a remote learner, he/she may still participate in activities and athletics. This is different than most other district plans. A parent may decide on remote learning for the classroom portion, but feel more comfortable with the smaller group sizes of the activity setting.
- This is an option for remote learning students, not virtual students. A remote learning student is not the same thing as a virtual student. There are certain KSHSAA rules involved for eligibility that a virtual student does not meet.

What online platforms are being used?

- There are different platforms used at different levels.
- Teachers are going to be using multiple different platforms with their classes to effectively deliver instruction. Google Classroom is one such platform that is used, but even within this there are multiple links to other platforms.
- Padlet is another example that will be used to show parents a general overview of the

assignments for the week, but does not give the details of the instruction itself.

- Concern was presented that having multiple platforms could cause parents some trouble and the teachers as well.
 - Teachers are really working hard together to help each other during this time to learn multiple platforms and the technology itself. Our teachers are very supportive of each other especially during this time.
 - This is also a big part of why the changes in the calendar are being presented to allow more time for teachers to become familiar with the online platforms and develop lessons both in-person and remote.

The elementary was set to start a new math program this year, have the teacher had training on this or will it be held off for a year?

- Training has been scheduled with the new staff and is coming soon. All elementary staff will be trained on the new math program.
- The new math program has lots of online information included with it which will fit well given the current situation.

Will special classes (music, PE, art, etc) have remote options?

- Packets are currently being developed for special classes so remote learnings will still have options and educational opportunities.

What are the advantages of starting now instead of waiting until after Labor Day?

- The state requires us to attend school 1,116 hours in an academic year. If we push the start date back, we are simply pushing the ending date of school later and later into June which many parents do not support.
- The changes in the calendar (additional PD days) is what everyone determined was necessary to get school ready and started. Dr. Gangula, MG County Health, was also included in the discussions and commented that there really wasn't any difference in starting now or waiting and starting later.
- Starting now will help build relationships with the students whether they are in-person or remote.
- Teachers and staff are ready to get back to the classroom and teach students. The district will be no more prepared now or if we wait.

Are we ready for cleaning the buildings?

- Hand sanitizer units have been purchased and installed in various locations around the buildings.
- Each classroom at CES has a sink with a soap dispenser, so hand sanitizing stations have been placed in strategic positions as not to take away from regular washing of hands with soap and water.
- Hand sanitizer portable and fixed stations have been purchased and are ready to be placed for the high school and middle school. We are not trying to take away from the effectiveness of washing hands with regular soap.
- There is no way to truly social distance with the classroom, especially at the high school and middle school. Signage has been purchased and will be placed to remind students and staff to be safe. Classroom furniture are being set so they all face the same way as suggested.
- Over 110,000 disposable and reusable masks have been purchased and are on their way to the school for student/staff and visitors to use.
- Visitor access to the facilities will be greatly reduced to only specific needs.
- Classrooms will each be equipped with spray bottles of disinfectant that may be used on the surfaces.
- Additional help after school is being considered for each building. This additional help will be targeted to sweeping or collecting trash only which will allow the regular custodial crew to more thoroughly clean the classrooms each night.
- UV light systems are being investigated to install in the HVAC systems that will kill the

coronavirus and will improve the overall air quality in the buildings at the same time.

- UV sanitizing machines that are portable and can be used in offices or classrooms will disinfect a classroom in approximately 30 minutes.

What are locker usage by the students

- Other than the physical education classes, the hallway lockers will not be used at the high school or middle school so that we do not have large groups of students congregating together in the hallways.
- Elementary students are planning on using lockers, but will be staggered so that a class at a time will be in the hallway. Instead of the students all going to their lockers and then to class, students will report to classes and at various times go to their lockers.

Montgomery County Health Department

- There is not HEPA filters recommendations or guidelines at this
- UV systems have shown to destroy the coronavirus.
- Total cases are reported daily but recovering cases are only updated on Friday of each week, so normally you see an increase after the weekend with a slight decrease at the end of the week.
- Concerns with students starting?
 - Daycare and preschool have had hardly any cases of COVID-19.
 - The district has had 30 or more students at PK all summer, 150 or more athletes attending camps and training and have not had any cases.
 - There are very few at lower age groups, but there is literally no way to predict what might happen.
- The plan that is presented is a great plan well ahead of many others. The district is in compliance with Executive Order 59.

How will information be dispensed if/when a case is confirmed in the school district?

- We will work with MG County Health Dept. for the next steps. The district will have a health liaison that will be the focal point for the communication. MG County Health Dept. will notify the liaison that a student has tested positive. The liaison will start pulling names of students that are in classes and have been in close contact with that student and will provide those names and contact phone numbers to MG County Health. MG County Health will make the determination of whom to contact based on information they have.
- The MG County Health Dept. will be making the phone calls, the district will not be calling.
- The basic response will be "If you have not been contacted by the MG County Health Dept., then you are fine continue."
- Test results timeline varies by where the test is actually taken. It also depends on the lab the test is sent to.
- State guidelines are 10 days after symptoms are gone a person is cleared.
- If quarantined due to possible exposure, then it is 14 days of no symptoms quarantine before a person is cleared.
- The MG County Health Dept. is actually who will make the determination if a person is cleared to return or not.
- Some of the biggest complications that occur with communication is when schools release information too soon. The health department gets flooded with calls that they are not able to handle.

November and December (holidays)

- As recommended remote learning will be implemented for all students starting after Thanksgiving Break and will continue through January 10.
- The grade students earn during this time will be cumulative from the entire semester. This is not like the CLP where essentially the students grade stayed the same when we left in March. The grade will continue to change and students are expected to turn in work and attend classes via

weekly teacher check-in.

- KSDE must have written documentation for auditing purposes. We still have to follow state statute which are essentially all set around student seat time.
- We do not have a way to truly track time that students spend online or working other than parents recording the times on logs and submitting them to the school.
- Now all remote learning is done on the computer. There could still be textbook work, worksheets, projects, etc. that are being done.

Online Enrollment

- We have implemented an online enrollment plan this year and will not have the in-person meetings as we have in the past. Parents may still go to the individual buildings and set up a time to have help to enroll students if they wish.

KSHSAA Activities

- KSHSAA has meeting scheduled and will be coming out with guidelines for the state.
- SEK League is meeting to come to consensus on procedures that will be used at various events throughout the league.

Staff Travel

- Staff travel is being restricted to essential travel and not completely halted. There are still some meetings in and out of the state that staff members need to attend. Some grants still require various attendance at state and national events. Many events are already canceled and changed to online, so there will not be a lot of travel.

Adjournment

At 1:35 p.m., USD 445 Board President, Darrel Harbaugh, adjourned this July 28, 2020 special meeting of the governing Board of Education for Coffeyville Unified Schools District 445.

Clerk of the Board