

Board of Education Agenda
Wichita Public Schools - USD 259
June 10, 2024 - 6 p.m.
Alvin E. Morris Administration Center
903 S. Edgemoor - Wichita KS



Wichita Public Schools will be the premier district of choice and inspire each student and staff member to thrive and become future ready within the greater community.

I. Roll Call

- A. Moment of Silence
- B. Pledge of Allegiance – South High School JROTC Cadets

II. Student Success

- A. Student Success
 - 1. Aspiring Building Leaders

Contact(s): Chris Wendt, Christie Meyer

As part of our desire as a district to continue to increase the number of highly qualified building leaders to serve our students and staff, we are proud to present to you tonight our third cohort of our WPS Aspiring Building Leaders. These outstanding staff members participated in a semester long professional development program aimed at increasing their skills, knowledge, and readiness for building leadership. USD 259 values the positive effect that high quality school leadership provides to our students and staff. Our student outcomes and goals listed in the strategic plan will be supported by creating a systemic and systematic methodology for the recruitment, development, and ongoing job training for administrators. As we look to the future, we have determined that a pipeline that develops our teacher leaders into building leaders will provide the desired outcome of ensuring that all students and staff are led by a highly proficient and successful building administrator. This third cohort will serve our district and our stakeholders for years to come. We are proud to introduce to you:

Amber Edomwonyi (Linwood Elementary); Brentay Berry (Stanley Elementary); Dana Tisdale (Gordon Parks Academy); Debra Romero (Jardine Middle School); Erin Blow (Wells Alternative Middle School); Hannah Schaaake (Hamilton Middle School); Heidi Dreiling (South High School); Jarron Ogles (Robinson Middle School) Jonathan Belsan (Coleman Middle School); Julie Tucker (Wilbur Middle School); Michael Fibelkorn (Brooks Middle Magnet); Sarah Harlan (Buckner Elementary); Sheneta Ross (West High School); Tristan Burrow (Lawrence Elementary); Hannah Podschun (Northeast Magnet).

We publicly acknowledge these outstanding teacher leaders and the work and dedication they have put into growing themselves so that they may also grow others.

2. Graduation Advocacy Program

Contact(s): Loren Hatfield, Dee Dee Stroot

The Title I Neglected and Delinquent (N&D) team provides support and additional resources to district youth in care. This team developed the Graduation Advocacy Program (GAP) providing positive outcomes and making a difference in the lives of several students in challenging situations. Administration recognizes the following district staff for their efforts:

N&D Team

Precious Mathenia

Jessica Lea

Chris Butler

Heather Lies

GAP Program Staff

Matthew Creasman (Chester Lewis)

Patricia Oleson (Gateway)

Brianne "Bri" Moore (Chester Lewis)

Tammie Hayes (Gateway)

III. Public Communications

A member of the public (speaker) may address the Board during the Public Communications section of the BOE Agenda. Comments by public speakers made during the Public Communications will be limited to items on the BOE Agenda or items within the jurisdiction of the Board. The number of speakers who speak during Public Communications will not exceed ten. A speaker, in lieu of speaking during Public Communications, may speak during an agenda item. Comments during an agenda item will be limited to the topic of the agenda item. Speakers may register to speak by calling the Clerk of the Board at 973-4553 by noon on the day of the BOE meeting, or they may register at the location of the BOE meeting until 10 minutes before the meeting begins. When registering to speak, a speaker will identify the topic the speaker wishes to address. A speaker's comments at a meeting will not exceed 3 minutes, will be limited to the registered topic, and will not include personnel matters concerning district employees and/or matters that would violate the privacy of students. Speakers will provide twelve (12) copies of any handouts to the Clerk of the Board's table for distribution at the Board table. For more information and restrictions, please see BOE Policy 0200 - BOE Agendas and Meetings.

1. Walt Chappell, 3165 N. Porter, Wichita, KS 67204. Topic: Transfer of Park Elementary.

IV. Education

A. WPS Every Student Future Ready Strategic Plan: Goals Update

Contact(s): Gil Alvarez

Funding Source: NA

Purpose: Administration will update the Board on the Every Student Future Ready strategic plan. This update includes goal targets and tracking data in preparation for the strategic plan kickoff for the 2024-25 school year.

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

V. Executive Session

A. Executive Session

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

Consultation with the Board's attorney which would be deemed privileged in an attorney-client relationship.

The open meeting will resume at approximately _____ in this room.

B. Reconvene

VI. 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 website. The report is available at the meeting room 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
2024-25 Budget

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

Recommendation: It is recommended the Board continue to appoint Alexis Summers, current Retirement Specialist for Employee Benefits, 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 2024-25 fiscal year.

3. NATSB National Screening Bureau (Annual)

Contact(s): Sean Hudspeth

Funding Source: Supplemental General Fund
2024-25 Budget

Purpose: The district runs approximately 5,000 background checks each year. The Administration would like to continue using the services of NATSB National Screen 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 in an amount not to exceed \$120,817 for the 2024-25 fiscal year. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

4. Equifax (Formerly Talx) – Unemployment Verification Administration (Annual)

Contact(s): Sean Hudspeth
Funding Source: General Fund
2024-25 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 2024-25 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.

5. Master Teacher: ParaPD Now Testing (Annual)

Contact(s): Sean Hudspeth
Funding Source: General Fund
2024-25 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. 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 \$40,317 for the 2024-25 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.

B. Finance

1. Treasury Warrants: April 2024

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. Magnet School Application Selection Software	\$34,650.00	Rob Dickson
2. Nutrition Services Cold Storage – Annual – Correction	\$75,000.00	Fabian Armendariz
3. Nutrition Services Temp Hospitality – Annual	\$75,000.00	Fabian Armendariz
4. Building & Grounds – Mowing Service	\$95,000.00	Luke Newman
5. HVAC Maintenance	\$269,280.00	Luke Newman
6. Roll Off Dumpster & Solid Waste Removal Services Annual	\$475,000.00	Luke Newman
7. Box Truck – Supply	\$124,250.00	Fabian Armendariz
8. Copier Lease Payments – Canon	\$80,000.00	Fabian Armendariz
9. Copier Lease Payments – Konica Minolta	\$200,000.00	Fabian Armendariz
10. Digital Signage – NUC mini PC	\$50,000.00	Rob Dickson
11. Autonomous Floor Scrubber Systems	\$152,660.00	Luke Newman
12. Nutrition Services Cleaning Solutions – Annual	\$50,000.00	Fabian Armendariz
13. Nutrition Services Employee Uniforms – Annual	\$50,000.00	Fabian Armendariz
14. Nutrition Services Laundry Services – Annual	\$30,000.00	Fabian Armendariz
15. Production Printing & Documentation Archiving Services	\$90,000.00	Fabian Armendariz
16. Security Video Camera, Digital Video Recorders, Card Readers, & Licenses – Annual	\$1,500,000.00	Terri Moses/Luke Newman/Rob Dickson
17. Vehicle Lease Payments	\$2,000,000.00	Susan Willis/Luke Newman
18. SchoolBook & Tracks Software Maintenance & Support – Annual	\$50,000.00	Susan Willis/Rob Dickson
19. Securly	\$72,000.00	Rob Dickson

2. HVAC Preventive Maintenance Services – Various

Contact(s): Luke Newman

Funding Source: Capital Outlay, General Funds
2024-25 Budget

Purpose: The district utilizes a combination of the following firms to provide preventative maintenance service on HVAC equipment district-wide: P1 Service, LLC, Kruse Corporation, Dean E. Norris, Inc., Trane US, Inc., Building Controls & Services, Inc., Five Star Mechanical, Inc., Daikin TMI, LLC, JM O'Connor Inc., Select Mechanical, LLC, and The Waldinger Corporation. Services provided include maintenance on boilers, chillers, RTUs, AHUs, pool equipment, hydronic systems, and building automation/controls. Preventive maintenance is a critical need for our district to ensure our HVAC systems are optimized and provide the highest level of comfort, reliability, and efficiency possible.

Recommendation: It is recommended that the Board approve a maximum amount of \$2,500,000 for HVAC preventive maintenance services provided by P1 Service, LLC, Kruse Corporation, Dean E. Norris, Inc., Trane US, Inc., Building Controls & Services, Inc., Five Star Mechanical, Inc., Daikin TMI, LLC, JM O'Connor Inc., Select Mechanical, LLC, and The Waldinger Corporation, on an as-needed basis.

3. HVAC Products – Various

Contact(s): Luke Newman
Funding Source: Capital Outlay, General Funds
2024-25 Budget

Purpose: Various sites throughout the district have HVAC controls and equipment provided solely by Sandifer Engineering & Controls, Inc., C&C Sales, Inc., Trane U.S., Inc. (Trane & Mitsubishi), Johnson Controls (York), Daikin TMI, LLC (McQuay), and Building Controls Systems, Inc. (AAON & LG). On an as needed basis, immediate replacement or repair is necessary to keep learning environments safe and comfortable.

Recommendation: It is recommended the Board approve a cumulative amount not to exceed \$1,500,000 for HVAC - related labor, equipment, and material to be purchased from Sandifer Engineering & Controls, Inc., C&C Sales, Inc., Trane U.S., Inc., Johnson Controls, Daikin TMI, LLC, and Building Controls Systems, Inc.

4. Nutrition Services Expansion – Construction Manager at Risk – GMP #4 Appendix 4

Contact(s): Luke Newman, Fabián Armendáriz
Funding Source: Nutrition Services
2023-24 Budget

Purpose: The 2023-24 Capital Outlay budget includes monies for construction projects at various district sites. On March 8, 2023, the Board approved entering into a contract with Hutton Corporation to provide Construction Manager at Risk services for the Nutrition Services Expansion Project. The Board of Education approved Guaranteed Maximum Price (GMP) awards #1 through #3 in the cumulative amount of \$6,588,656. Guaranteed Maximum Price (GMP) #4, in the amount of \$633,500, has been established to construct the loading dock enclosure for delivery trucks.

Recommendation: It is recommended that the Board amend the contract with Hutton Corporation to include Guaranteed Maximum Price (GMP) #4 in the amount of \$633,500. This will bring the cumulative total for GMP #4, and previously approved GMP awards #1 through #3 to \$7,222,156.

5. On-Call Concrete (Various)

Contact(s): Luke Newman
Funding Source: Capital Outlay
2024-25 Budget

Purpose: The 2024-25 Capital Outlay fund includes monies for on-call concrete projects at various district sites. On-call concrete contractor agreements allow for concrete and/or paving scopes of work to be addressed in response to concrete failures or imminent failures which pose a trip hazard, a safety or security concern, a water intrusion concern, or other emerging high-priority needs in the district that require expedited attention. On May 17, 2023, bids were received according to specifications prepared on a per unit cost basis for concrete contracting. The low bid was submitted by Elite Concrete, Inc., based on per unit costs for various types of cast-in-place concrete solutions commonly required by the district. The bid included annual consideration for nominal cost increases related to inflation to allow the contract to be renewed annually for up to three subsequent years.

Recommendation: It is recommended that the Board enter into a contract with Elite Concrete, Inc., for a not to exceed contract of \$150,000, with the option to renew it on an annual basis for up to three subsequent years. This is the second of three possible renewals of this contract.

6. On-Call Electrical – Various

Contact(s): Luke Newman
Funding Source: Capital Outlay
2024-25 Budget

Purpose: The 2024-25 Capital Outlay fund includes monies for on-call electrical projects at various district sites. On-call electrical contractor agreements allow electrical, lighting, low voltage, network cabling and other related projects to be addressed in response to system failures, safety or security concerns, or other emerging high priority needs in the district requiring expedited attention. On June 30, 2022, the Board approved a contract with Southwestern Electrical Company, Inc., based on low bid responses. The original bid included annual consideration for nominal cost increases related to inflation to allow the contract to be renewed annually for up to three subsequent years.

Recommendation: It is recommended that the Board approve a contract renewal with Southwestern Electrical Company, Inc., in an amount not to exceed \$250,000. This is the second of three possible renewals of this contract.

7. On-Call General – Various

Contact(s): Luke Newman
Funding Source: Capital Outlay
2024-25 Budget

Purpose: The 2024-25 Capital Outlay fund includes monies for on-call general projects at various district sites. On-call general contractor agreements allow general construction items such as doors, hardware, framing, flooring, ceilings, and other related projects to be addressed in response to system failures, safety or security concerns, or other emerging high priority needs in the district that require expedited attention. On June 30, 2022, the Board approved a contract with Cherokee Construction, Inc., based on low bid responses. The original bid included annual consideration for nominal cost increases related to inflation to allow the contract to be renewed annually for up to three subsequent years.

Recommendation: It is recommended the Board approve a contract renewal with Cherokee Construction, Inc., in an amount not to exceed \$250,000. This is the second of three possible renewals of this contract.

8. On-Call Mechanical Contractor – Various

Contact(s): Luke Newman
Funding Source: Capital Outlay
2024-25 Budget

Purpose: The 2024-25 Capital Outlay fund includes monies for on-call mechanical projects at various district sites. On-call mechanical contract agreements allow HVAC, mechanical piping, and other related projects to be addressed in response to system failures, safety or security concerns, or other emerging high priority needs in the district that require expedited attention. On April 19, 2021, the Board approved a contract with Central Mechanical Wichita, LLC, for an amount not to exceed \$500,000. The original bid included annual consideration for nominal cost increases related to inflation to allow the contract to be renewed annually for up to three subsequent years.

Recommendation: It is recommended that the Board approve a contract renewal with Central Mechanical Wichita, LLC, in an amount not to exceed \$500,000. This is the third of three possible renewals of this contract.

9. On-Call Roofing – Various

Contact(s): Luke Newman
Funding Source: Capital Outlay
2024-25 Budget

Purpose: The 2024-25 Capital Outlay fund includes monies for on-call roofing projects at various district sites. On-call roofing contractor agreements allow roofing and other related projects to be addressed in response to system failures, safety or security concerns, or other emerging high priority needs in the district that require expedited attention. On May 23, 2024, bids were received according to specifications prepared on a per unit cost basis for roofing contracting. The low bid was submitted by Wray Roofing, Inc. based on per unit costs for various types of roofing solutions commonly required by the district. Each bid included annual consideration for nominal cost increases related to inflation to allow the contract to be renewed annually for up to three subsequent years.

Recommendation: It is recommended that the Board enter into a contract with Wray Roofing, Inc. for a not to exceed contract of \$250,000 with the option to renew it on an annual basis for up to three subsequent years.

10. Structural Floor Temporary Shoring – North High – Phase 2

Contact(s): Luke Newman
Funding Source: Capital Outlay
2024-25 Budget

Purpose: Phase 2 structural evaluations at North High School identified compromised structural floor joists in parts of the A, B, and G halls. There is an immediate need to install temporary shoring in these areas until permanent fixes can be designed and executed.

Recommendation: It is recommended that the Board enter into a contract with Reconstruction Services, LLC for Structural Floor Temporary Shoring at North High School - Phase 2, in an amount not to exceed \$2,500,000, with funding to be split between capital and 47 funds.

D. Programs/Grants

1. Drug Prevention Curriculum – Botvin Lifeskills

Appendix 5

Contact(s): Terri Moses, Holly Ingram
Funding Source: Non-Federal Gifts and Grants
2023-24 and 2024-25 Budget

Purpose: The purpose of this agenda item is to authorize the purchase of Botvin Lifeskills Training Curriculum providing teacher and student resources for use in grades 4-5 in an amount not to exceed \$60,000.

Recommendation: It is recommended that the Board authorize the purchase of the identified resources including student guides and teacher manuals from Princeton Health Press in an amount not to exceed \$60,000.

2. Jobready Work-Based Learning Software

Contact(s): Loren Hatfield, Tim Hamblin
Funding Source: Carl Perkins Grant
2024-25 Budget

Purpose: The district uses software to monitor and track student work-based learning experiences. The EduReady 360 (Jobready) builds upon this by performing the same function while also tracking, at a lower cost, many of the post-secondary assets required for graduation starting with the Class of 2028.

Recommendation: It is recommended the Board approve the purchase of Jobready Work Based Learning software from EduReady 360 in the amount of \$30,000.

3. WPS / YMCA Child Development Centers (CDCs)

Contact(s): Loren Hatfield, Tim Hamblin
Funding Source: General Fund
2024-25 Budget

Purpose: The district historically contracts with the Greater Wichita YMCA to operate child development centers (CDCs) at high school locations providing quality childcare services and education opportunities to district students, district employees, and community parents.

Recommendation: It is recommended the Board authorize the district to contract with the Greater Wichita YMCA to operate CDCs at each of the comprehensive high schools and authorize payments to the Greater Wichita YMCA for costs not covered by user fees in an amount not to exceed \$230,720 for the 2024-25 fiscal year.

E. Miscellaneous

1. BOE Meeting Minutes for May 6, 2024 and May 20, 2024

Appendix 6

Contact(s): Patrick Greene

Purpose: The BOE Meeting Minutes for May 6, 2024 and May 20, 2024 are attached in the Appendix.

Recommendation: Board approval.

2. Capturing Kids' Hearts

Appendix 7

Contact(s): Loren Hatfield, Christie Meyer
Funding Source: General Fund, Title I, Virtual Funds
2024-25 Budget

Purpose: Capturing Kids' Hearts equips staff with tools to support the whole child in building meaningful relationships that connect them with the school as well as create a positive school culture. This training supports the district's shared belief of safety and belonging as well as the district's strategic themes of supporting the whole child, investing in staff, and communicating to build trust. Based on the need to build this culture and climate for students, staff, and families, the purpose of this request is to ask the Board's approval for \$55,400.

Recommendation: It is recommended the Board approve Capturing Kids' Hearts contract with the Flippen Group in an amount not to exceed \$55,400 for training at Greiffenstein-Wells, Education Imagine Academy, Hamilton, Gordon Parks, Chester Lewis, and Mead.

3. Agreement with Music Theatre Wichita (MTW) Appendix 8
 Contact(s): Kelly Bielefeld, Dan Lawrence, Luke Newman
 Funding Source: NA
- Purpose: In June of 2017, the Board sold the former Gateway Alternative School building located at 616/640 N. Emporia Avenue near downtown Wichita to a private party. Music Theatre Wichita (MTW) is considering purchasing the building from the 2017 buyer and wants assurances that its use of the property will not violate restrictive covenants in the 2017 deed. MTW has requested that the district enter into this agreement providing those assurances.
- Recommendation: It is recommended that the Board approve the agreement.
4. City of Wichita Revised Petition for 13th Street Improvements Project Appendix 9
 Contact(s): Luke Newman, Dan Lawrence
 Funding Source: Special Assessment and Capital Outlay
 2023-24 Budget
- Purpose: On September 14, 2020, the Board approved a petition from the City of Wichita supporting construction of a left turn lane into the Northwest High School property. The estimated cost of improvements was \$350,000. The petition provided that the district would pay 50%, or \$175,000, when completed. Due to inflation, final costs of the project were \$365,364. The City of Wichita informs us the district's share is \$182,682, representing an increase of \$7,682.
- Recommendation: It is recommended that the Board approve the final Special Assessment cost for the turning lane at Northwest High School of \$182,682 in FY2023-24.
5. Resolution 2024-2: Resolution to Declare Former Park Elementary School Surplus Appendix 10
 Contact(s): Luke Newman, Kelly Bielefeld, Dan Lawrence
 Funding Source: NA
- Purpose: The board voted in March of 2024 to close Park Elementary School. Classes were held for the last time at the school on May 24, 2024. Park Elementary is now and will remain vacant of students, and there is no readily apparent and viable plan to repurpose Park Elementary in a way that will create sufficient value for the district to justify the ongoing expenses that we will continue to incur for so long as it retains title of this property.
- The City of Wichita has an acute need at this time for a building that it may utilize to provide winter shelter and other services to the City's burgeoning and underserved homeless population. The City has determined that Park Elementary may be a suitable property to fill this need and thereby benefit the Wichita community. Therefore, Administration recommends that the Board approve Resolution 2024-2, declaring Park Elementary to be surplus; authorizing the Superintendent or his designee to transmit this resolution to the State legislature so that the State of Kansas may determine whether to exercise its right of first refusal to purchase the property; and (assuming the State declines to exercise its right) authorizing the disposition of the property on such terms as the Board deems appropriate, whether to the City of Wichita or, failing that, another buyer.
- Recommendation: It is recommended that the Board approve Resolution 2024-2.

6. Option Agreement Regarding 1025 North Main Street

Appendix 11

Contact(s): Luke Newman, Kelly Bielefeld, Dan Lawrence
Funding Source: NA
2024-25 Budget

Purpose: The board voted earlier this year to close several school buildings, among them Park Elementary School, 1025 N. Main Street. The City of Wichita has expressed interest in acquiring that property from the district in order to utilize the former school as a resource center for the provision of services and shelter to the City's homeless population. This agreement grants the City an option to purchase the property following the completion of a period of due diligence during which the City will evaluate the suitability of the property for its intended use.

Recommendation: It is recommended that the Board approve the agreement.

7. 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
2024-25 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 \$220,817 for pre-employment and post-employment testing and Hepatitis B shots for employees in "at-risk" positions or after exposure for the 2024-25 fiscal year. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

8. Employee Assistance Program (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer, Boni Burkhart
Funding Source: Supplemental General Fund
2024-25 Budget

Purpose: The district has partnered with ComPsych since July of 2021 with a locked in rate through June of 2026. ComPsych is the world's largest Employee Assistance Program (EAP) and services many major school districts nationwide. They offer digital self-care platforms, financial wellness, and multiple online resources for a variety of topics including legal guidance, marital and family issues, and emotional and social concerns. Employees have access to ten free sessions for any member of their household per issue that surfaces.

Other services include formal management referrals for poor work performance, alcohol and/or drug use or well-being concerns, plus educational seminars, and critical incident support as requested. ComPsych provides in-person appointments, as well as text therapy and virtual sessions.

Recommendation: It is recommended that the Board approve an amount not to exceed \$245,000 for EAP services from ComPsych for the 2024-2025 fiscal year. ComPsych has agreed to lock in this rate 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.

9. Flexible Spending Plan (Annual)

Appendix 12

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: Fund 96 – Flexible Spending Fund
2024-25 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 2024-25 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.

10. Group Term Life Insurance (Annual)

Appendix 13

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: Supplemental General Fund
2024-25 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 \$0.19 per \$1,000 of coverage through June 30, 2025.

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 2024-25 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.

11. KSHSAA Membership and Insurance (Annual)

Appendix 14

Contact(s): Christopher Asmussen, Sean Hudspeth, Danielle Dettmer
Funding Source: Supplemental General Fund and 57 Fund Athletic Activities Fund
2024-25 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 2024-25 Budget 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 \$42,000. Should the total exceed the projected amount, the services shall be billed at the contracted price and shall not be returned to the Board.

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

Appendix 15

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: 47 Fund – Self-Funded Health Plan Reserve
2024-25 Budget

Purpose: All benefitted employees with a Full Time Equivalency (FTE) of 0.75 and above receive an offer for basic medical, pharmacy, vision, and dental plan coverage. Under the Affordable Care Act (ACA), a Minimum Value Health Plan (MVP) 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 MVP. The district also offers health plan benefits to eligible employees with their eligible dependents upon retirement. The district buys a specific stop-loss policy, which attaches at \$750,000 on each individual claim, meaning after a claim hits this level of medical claims, the stop loss carrier will reimburse the plan beyond that. In addition, the district utilizes a third-party administrator (TPA) to administer COBRA benefits and assist with benefit administration.

The district offers self-funded healthcare plans via two different carriers at this time with three different plan choices, a base and premium option with UMR, and an innovative co-pay only with no deductible plan with Surest (formerly Bind), a company owned by UMR. MaxorPlus is the pharmacy benefit for all three plans. RxResults is a third-party pharmacy reviewing company who reviews pharmacy benefits to ensure they are aligned with plan design and that lower cost, and generic alternatives are being offered to save the consumer money and also to ensure the plan is remaining financially stable to keep rates down for the overall member population. The district offers base and buy-up options on both dental and vision plans through Delta Dental of Kansas and Surency Vision, respectively. Plans are available to benefitted employees and their eligible dependents. The current stop-loss provider is Optum - Unimerica Insurance Company. Bswift, as the benefit technology administrator, administers COBRA benefits, facilitates health plan enrollment, tracks MVP eligibility, and prepares and files IRS forms for the ACA. IMA is the current benefit broker who assists with review of health plan contracts, financials, and benefit design. This includes assistance in development, mailing, and design of health plan open enrollment brochures, financial projections, vendor contract reviews, and vetting of new benefit offerings, among a host of other activities to ensure benefits remain competitive, continue to attract new talent, and are inclusive.

Recommendation: For the 2024-25 fiscal year, it is recommended that the Board continue to authorize the current vendors being utilized: health plan carriers with UMR and Surest, pharmacy benefit through MaxorPlus and pharmacy review via RxResults, dental plans with Delta Dental of Kansas, vision plans through Surency Vision, stop-loss through Optum - Unimerica Insurance Company, and benefit technology administration through Bswift (for continued tracking of MVP eligibility, COBRA administration, facilitation of health plan enrollment, and preparation and filing of IRS forms for the ACA). It is also recommended that the district continue to use IMA as the benefit broker on record, paid \$125,000 annually via quarterly installments.

13. Property and Casualty Insurance (Annual)

Appendix 16

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: Supplemental General Fund
2024-25 Budget

Purpose: IMA became the broker of record for the property and casualty program in calendar year 2023. As they took over this program at the inception of the calendar year, they locked in their annual service fee of \$125,000 until January 1, 2025.

Recommendation: It is recommended that the Board authorize the expenditure from the Supplemental General Fund an amount not to exceed \$5,500,000 for the purchase of property and casualty insurance, IMA broker fees for the period of July 1, 2024, through June 30, 2025, and any related services IMA may perform during the 2024-25 fiscal year.

14. Self-Funded Insurance Reserve (Annual)

Appendix 17

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: Fund 47 – Self-Funded Insurance Reserve Fund
2024-25 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 \$2,000,000 for the 2024-25 fiscal year. This does not include the Medical, Pharmacy, Vision, and Dental Benefit Plan item in this BOE Agenda.

15. Special Liability Expenses Fund (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer, Susan Willis
Funding Source: Fund 42 - Special Liability Expenses Fund
2024-25 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 2024-25 fiscal year from Fund 42 in an aggregate amount not to exceed \$1,000,000.

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

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: Supplemental General Fund
2024-25 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 \$80,000 to \$100,000 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 2024-25. 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.

17. Supplemental Life Insurance (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer
Funding Source: Fund 98 - Payroll Deduction Fund
2024-25 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. It offers an increased guaranteed issue amount with spouse and child options.

As of April 30, 2024, USD 259 has 1,176 employees, 387 spouses, and 468 dependent children enrolled in the voluntary life plan. Current premium rates being paid by the employees are guaranteed until June 30, 2025.

Recommendation: It is recommended that the Board authorize the district to continue this voluntary contribution life insurance plan through Guardian Insurance Company for the 2024-25 fiscal year.

18. Workers' Compensation Reserve Fund (Annual)

Appendix 18

Contact(s): Sean Hudspeth, Danielle Dettmer, Boni Burkhart
Funding Source: Fund 52 – Workers Compensation Reserve Fund
2024-2054 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 require a self-insured school district to maintain a separate loss reserve 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 PA 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 determined by the Kansas Department of Labor.

In 2007, Section 111 of the SCHIP Extension Act (MMSEA), Medicare and Medicaid (CMS) added mandatory reporting requirements for workers' compensation plans to electronically report to Medicare the details of workers' compensation settlements, judgments, awards, or other payments to Medicare recipients. Additionally, in 2013, the Kansas Department of Labor began mandating the use of Electronic Data Interchange for claims submission and in 2014, would no longer accept paper versions for First Reports of Injury (FROI). Specific claim information had to be sent electronically for the life of the claim.

To assist with maintaining claims data and the mandated reporting requirements, Origami Risk became the designated claims management program to process EDI and CMS reporting of workers' compensation claims as of the 2020-21 fiscal year, as well as to support claims of medical leave/FMLA claims and other related claims. During fiscal year 2022-23, property and casualty was also added to enhance management of those claims. Within annual fees included for Origami are Comp DME (pharmacy bill paying management of claims), renewal fees due each December for management of all claims systems, and any additional fees should storage, claims, or transactions surpass limits. The Origami Risk software fees are included in the total expenditures requested in the recommendation below.

Recommendation: It is recommended that the Board authorize the Administration to expend up to \$3,500,870 from the Workers' Compensation Reserve Fund for the 2024-25 fiscal year to pay workers' compensation claims and expenses, including Origami Risk software, necessary to administer the district's self-insured workers' compensation program to maintain compliance with the Kansas state law requirements for self-funded plans.

VII. Operations

A. Presentation – Facility Master Plan

Contact(s): Luke Newman
Funding Source: NA

Purpose: The purpose of this presentation is to provide the Board with an overview of the drafted proposed facility master plan. This is the final phase of the district’s master planning effort, which began with comprehensive facility assessments and demographic study, followed by extensive data analysis and strategic public engagement efforts. Following this presentation, a survey will be provided for public comment around the drafted plan prior to preparing the final draft which will be presented to the Board on June 27, 2024.

Recommendation: This presentation is for the Board’s information, consideration, and comment.

B. Second Review: Board of Education Meetings Calendar

Appendix 19

Contact(s): Board of Education
Funding Source: NA

Purpose: BOE Policy 0200 – Board of Education Agendas and Meetings stipulates a 12-month calendar of the Board meetings be adopted in July. In addition, K.S.A. 72-1138 requires the Board to adopt a resolution during July of each year specifying its schedule of regular meetings. The proposed 2024-25 BOE Meeting Calendar is included in the Appendix.

Recommendation: This is the Board’s second review of the meeting calendar.

VIII. Policy

A. Second Review: Proposed Update of District Policy

Appendix 20

Contact(s): William Polite, Daniel Lawrence
Funding Source: NA

Purpose: As part of an ongoing effort to review BOE policies, Administration proposes the following update(s) of district policy:

Current Policy	Proposed	Title	Notes
1160	1161	Accountability and Equity Committee	Draft policy prepared per Board request at the March 4, 2024 meeting, to create a new committee that will report to the superintendent and assist the district in monitoring and promoting diversity and equity.

Recommendation: It is recommended the Board adopt the proposed policy update.

IX. Reports

- A. United Teachers of Wichita
- B. Service Employees International
- C. Superintendent’s Report
- D. Board of Education

X. Miscellaneous

- A. New Business
- B. Board of Education Requests
- C. Executive Session

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

Consultation with the Board's attorney which would be deemed privileged in an attorney-client relationship.

The open meeting will resume at approximately _____ in this room.

- D. Reconvene
- E. Adjournment