

**Board of Education Agenda**  
**Wichita Public Schools - USD 259**  
**June 12, 2023 - 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.

**I. Roll Call**

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

**II. Reports**

A. Report – Good News

1. My WPS Story

Contact(s): Wendy Johnson

Our stories connect us to each other and to the work we do. In this series, we share stories that celebrate our employees who embody WPS Pride. We would like to thank all of our participants in this year's My WPS Story series for sharing their amazing stories with us.

2. Hamilton Education Program Online National Competition

Contact(s): Kristina Murray, Kimberlee Hughes

Mayberry Middle School students Ben Sackett, Lexa Horseman, and Irene Ruckle participated in the Hamilton Education Program Online National Competition in which they did primary source analysis over a person or topic of the Founding Era. This included creating a two-minute performance piece based on their research. Moreover, this was done during their lunch and recess time as well as outside of school hours. Their performance was selected by the Hamilton Program, which is organized by the Gilder Lehrman Institute for American History. With this honor, they have won an all-expenses paid trip to New York City in April to see Hamilton on Broadway. This is the fourth year that Ms. Hughes has offered this opportunity to her students and the third time we have had a winner chosen.

3. WPS Best Communities for Music Education Award

Contact(s): Shawn Chastain

The National Association of Music Merchants has recognized Wichita Public Schools with a Best Communities for Music Education Award. The award recognizes outstanding efforts by teachers, administrators, parents, students, and community leaders who have made music education part of a well-rounded education. Designations are made to districts and schools that demonstrate an exceptionally high commitment and access to music education. This is the seventh time in 10 years that Wichita Public Schools has received this award.

B. Report – Service Employees International

C. Report – United Teachers of Wichita

**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. Jesse Borosky, 1053 N. Estelle, Wichita, KS 67214. Topic: Spanish-speaking families' concerns.

**IV. Education**

A. Kansas Education Systems Accreditation (KESA)

Contact(s): Gil Alvarez

Funding Source: NA

Purpose: To provide the board information on our KESA accreditation visit on Friday, April 28, 2023. The Kansas Education Systems Accreditation (KESA) is a systems approach to accreditation which began in the 2017-2018 school year. The Kansas Education Systems Accreditation (KESA) and the Kansans Can Vision give school systems the leverage to purposefully implement systemic improvement by identifying the underlying causes of academic and nonacademic challenges. The KESA model is a quality improvement process grounded in evidence-based practices. In KESA, third-party accountability is provided through the OVT. The Outside Visitation Team (OVT) is a group of education professionals charged with coaching, mentoring and supporting the system they are serving for the duration of the five-year accreditation cycle. Ultimately, the goal is to create a sustainable culture of improvement as evidenced by process and results.

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.

B. Finance

1. Treasury Warrants: May 2023

Appendix 2

Contact(s): Susan Willis

Purpose: Monthly report.

Recommendation: Board approval.

2. 2022-23 Budget Republication

Appendix 4

Contact(s): Susan Willis

Funding Source: NA

Purpose: To approve a new Notice of Hearing for republication of the 2022-23 General Fund.

Recommendation: Approval of June 29, 2023 as the public hearing for the republication of the 2022-23 Budget.

C. Bids

1. Purchasing Consent

Appendix 5

Purpose: Report.

Recommendation: Board approval.

Summary

Description of products/services	Amount	Responsible Party
1. Asbestos Repair & Removal – Annual	\$200,000.00	Terri Moses
2. Certified Athletic Trainers – Annual	\$216,843.00	Loren Hatfield
3. Magnet School Application Selection Software	\$130,000.00	DeeDee Stroot/Rob Dickson
4. Nutrition Services Cold Storage - Annual	\$100,000.00	Fabian Armendariz
5. Nutrition Services Temp Hospitality - Annual	\$75,000.00	Fabian Armendariz
6. Roll-Off Dumpster & Solid Waste Removal Services - Annual	\$475,000.00	Luke Newman
7. Building Automation System (HVAC Controls)	\$2,000,000.00	Luke Newman
8. Carpet – Annual	\$150,000.00	Luke Newman
9. Copier Lease Payments	\$200,000.00	Fabian Armendariz
10. Digital Signage – NUC Mini PC	\$50,000.00	Rob Dickson
11. Elevator Inspection and Repair	\$150,000.00	Luke Newman
12. Fire Panel Systems	\$100,000.00	Luke Newman
13. HVAC Air Filters	\$200,000.00	Luke Newman
14. Nutrition Services Cleaning Solutions – Annual	\$50,000.00	Fabian Armendariz
15. Nutrition Services Employee Uniforms – Annual	\$60,000.00	Fabian Armendariz
16. Nutrition Services Laundry Services – Annual	\$30,000.00	Fabian Armendariz
17. PE T-Shirts	\$70,000.00	Loren Hatfield
18. Playground Equipment & Rubberized Mulch	\$500,000.00	Luke Newman
19. Production Printing & Document Archiving Services	\$90,000.00	Fabian Armendariz
20. Security Video Cameras, Digital Video Recorders, Card Readers & Licenses – Annual	\$1,500,000.00	Terri Moses/Luke Newman/ Rob Dickson
21. Vehicle Lease Payments	\$2,000,000.00	Susan Willis/Luke Newman
22. Schoolbooks & Tracks Software Maintenance & Support – Annual	\$50,000.00	Rob Dickson/Susan Willis
23. Securly – Annual	\$90,000.00	Rob Dickson
24. Emergency Procedure Guides (Classroom & Administrator)	\$35,000.00	Terri Moses
25. Glycol Adjustment Service	\$250,000.00	Luke Newman
26. Various Gas & Cylinder Rental Service	\$100,000.00	Luke Newman

2. Burner Assembly Replacement – Minneha Elementary School and Allison Middle School

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2022-23 Budget

Purpose: Capital Outlay includes monies for projects at Minneha Elementary School and Allison Middle School to provide a secondary operation of boiler systems in the event of an outage, curtailment, or operational flow order from the natural gas service supplier. The scope of this project includes installation of necessary diesel storage tanks, pumps, and associated infrastructure for the replacement of existing burner assemblies. The lowest responsible bid was submitted by The Waldinger Corporation.

Recommendation: It is recommended that the Board enter into a contract with The Waldinger Corporation for Burner Assembly Replacement, in an amount not to exceed \$550,000.00, which includes the base bid, selected alternates, and project contingency.

3. ESSER Window Replacement – Various Sites Change Order

Contact(s): Luke Newman  
Funding Source: Capital Outlay and Federal Funds (ESSER)  
2022-23 Budget

Purpose: On October 3, 2022, the District approved a contract with Cherokee Construction for window replacements at Price-Harris Communications Magnet Elementary School, Bryant Opportunity Academy and Pleasant Valley Middle School. As work progressed, unforeseen site conditions were encountered related to wall and ceiling areas adjacent to the window replacements. These discoveries have necessitated the allocation of additional contingency funds to complete the project.

Recommendation: It is recommended that the Board approve a contract change order with Cherokee Construction in a total amount not to exceed \$72,000 for the window replacement projects at Price-Harris Communications Magnet Elementary School, Bryant Opportunity Academy and Pleasant Valley Middle School. The approval of this additional contingency will bring the contracted total with Cherokee Construction to a cumulative amount not to exceed \$2,197,000.

4. HVAC Upgrade and Office Restricted Building Access – Robinson Middle School

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: The 2022-23 Capital Outlay Fund includes monies for HVAC Upgrades and Office Restricted Building Access at Robinson Middle School. On May 30, 2023, bids were received according to plans and specifications prepared by Integrated Consulting Engineers Inc and WDM Architects. The project includes replacement of aging mechanical systems which will improve the indoor air quality by providing higher quality ventilation and filtration. Equipment to be upgraded includes air handling units, chillers, classroom level HVAC equipment, and HVAC control systems. Lastly, a new addition to the building will provide an office restricted building access point. Construction is expected to start Summer 2023 and final project completion is anticipated at the conclusion of Summer 2025. The lowest responsible bid was submitted by Icon Structures Inc.

Recommendation: It is recommended that the Board enter into a contract with Icon Structures Inc. for HVAC Upgrade at Robinson Middle School, in an amount not to exceed \$11,500,000, which includes the base bid, selected alternates, and project contingency.

5. LED Signs – Heights High School, Northeast High School, Southeast High School, West High School, South High School

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2022-23 and 2023-24 Budget

Purpose: The Capital Outlay budget includes monies for installation of LED Signs at Heights High School, Northeast High School, Southeast High School, West High School, and South High School. The scope of this project includes installation of a single completely operational and programmable, pole mounted, double-sided LED marquee sign at these District sites. Upon completion of this work, all high schools will be equipped with an LED marquee sign. The lowest responsible bid was submitted by Southwestern Electric Company.

Recommendation: It is recommended that the Board enter into a contract with Southwestern Electric Company for LED Signs at Heights High School, Northeast High School, Southeast High School, West High School and South High School in an amount not to exceed \$420,450.00, which includes the base bid, selected alternates, and project contingency.

6. On-Call Concrete – Various

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: The 2023-24 Capital Outlay budget 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 need 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 bids were submitted by Encore Pavement LLC and Elite Concrete Inc based on per unit costs for various types of cast-in-place concrete 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 (3) subsequent years.

Recommendation: It is recommended that the Board enter into contracts with Encore Pavement LLC and Elite Concrete Inc for a not to exceed combined contract sum of \$150,000, with the option to renew on an annual basis for up to three (3) subsequent years.

7. On-Call General – Various

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: The 2023-24 Capital Outlay budget 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, shoring, 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 (3) subsequent years.

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

8. On-Call Electrical – Various

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: The 2023-24 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 that require 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 three (3) 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 first of three possible renewals of this contract.

9. On-Call Mechanical – Various

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: The 2023-24 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 three (3) 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 second of three possible renewals of this contract.

10. Storm Sewer Improvement – Minneha Elementary School

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2022-23 Budget

Purpose: The Capital Outlay budget includes monies for Storm Sewer Improvement at Minneha Elementary School. The scope of this project includes improvements to grading and collection systems to allow for storm water routing to City of Wichita storm sewer systems. The result will be to limit storm water runoff from District property to neighboring residential properties. Construction is expected to begin in late July and finish before the start of the 23-24 school year. The lowest responsible bid was submitted by Utility Maintenance Contractors LLC.

Recommendation: It is recommended that the Board enter into a contract with Utility Maintenance Contractors LLC for Storm Sewer Improvement at Minneha Elementary School, in an amount not to exceed \$95,360, which includes the base bid, selected alternates, and project contingency.

D. Programs/Grants

1. Nutrition Services Meal Price Increase

Appendix 6

Contact(s): Fabián Armendáriz, David Paul  
Funding Source: Nutrition Services – Fund 24  
2023-24 Budget

Purpose: The Keep Kids Fed Act of 2022 is expected to end on June 30, 2023. This Act provided additional funding on a per meal basis to help Child Nutrition Program operators continue to serve healthy meals to children during a period of unprecedented supply chain disruption, cost increases, and labor challenges.

The cost of food and supplies have increased by approximately 10% in the past year. Food and supply prices are expected to continue to increase at least through the first quarter of 2024. Prices are expected to grow more slowly for the remainder of 2023 and 2024 than they did in 2022. However, prices are expected to increase more than the historic annual average of 2%.

In addition, increases in meal prices are needed to remain in compliance with the United States Department of Agriculture and Kansas State Board of Education Child Nutrition and Wellness regulations.

Recommendation: It is recommended that the Board of Education authorize the District to increase meal prices as follows beginning July 1, 2023:

Elementary school student lunch price from \$2.60 to \$2.70;  
Middle school student lunch price from \$2.75 to \$2.85;  
High school student lunch price from \$2.90 to \$3.00;  
Adult lunch price from \$4.35 to \$4.80; and  
Adult breakfast price from \$2.50 to \$2.70.

The Universal Free Breakfast Program will continue to be available for all students, regardless of household size and income for the 2023-24 school year.



E. Miscellaneous

1. BOE Meeting Minutes for May 22, 2023

Appendix 7

Contact(s): Patrick Greene

Purpose: The BOE Meeting Minutes for May 22, 2023 are attached in the Appendix.

Recommendation: Board approval.

2. Legal Services: The Law Office of Sarah J. Loquist

Contact(s): Dan Lawrence

Funding Source: 42 Fund – Special Liability  
2022-23 Budget

Purpose: The Law Office of Sarah J. Loquist has submitted invoices for legal services in 2022-23 totaling \$57,196.18 for administrative litigation related to a special education due process proceeding.

Recommendation: It is recommended that the Board authorize payment for legal services and expenses in the amount of \$57,196.18 to the Law Office of Sarah J. Loquist.

3. Membership Dues: Council of Great City Schools

Contact(s): Sheril Logan

Funding Source: Board of Education General Fund  
2022-23 Budget

Purpose: Annual membership dues for Council of Great City Schools are due by June 30<sup>th</sup> for the fiscal year July 1, 2023 through June 30, 2024.

Recommendation: It is recommended the Board approve annual membership in the Council of Great City Schools for the fiscal year July 1, 2023 through June 30, 2024 in the amount of \$46,746.00.

4. Water Damage Repairs – Northwest High Schools

Contact(s): Sean Hudspeth, Danielle Dettmer, Luke Newman

Funding Source: 47 Fund – Self-Funded Insurance Reserve  
2022-23 Budget

Purpose: On January 3, 2023, a coil froze in an air handling unit above room J4. This led to flooding in the girls' locker room and adjoining areas. There is water damage to ceiling tiles, cabinets, walls, paint, lights, cabinets, and mechanical contents. SGA, LC was hired to appraise damage, and the recommended insurance reserve amounts to \$129,859.57. This was approved by the BOE on April 19, 2023. Due to unforeseen content damage in the building, an additional \$6,619.12 is necessary for appraisal, content damage, and contingency funds for changes in content order prices.

Recommendation: It is recommended the Board approve an additional reserve of \$6,619.12, bringing the total reserve for this project to \$136,478.69.

5. FastBridge Learning Addendum: 2023-24 and 2024-25 School Years (Renewal)

Contact(s): Rob Dickson, William Graves  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: This item requests funding for FastBridge Learning. FastBridge includes screeners and progress monitoring for academics and behavior, as well as an online adaptive grade skills assessment. FastBridge assessments will allow the district to continue to implement the Multi-Tier System of Supports (MTSS) framework and enhance the availability and use of both screening and grade level skills data through grade 12. The district is purchasing, by granting of a license by FastBridge, the right for the district to use the Formative Assessment System for Teachers (FAST) during school years 2023-24 and 2024-25 (a school year is July 1 – June 30). The total cost of providing services and training over the two school years of the Agreement is \$424,000.

Recommendation: It is recommended the board approve funding for FastBridge Learning in an amount not to exceed \$424,000 for two school years of the agreement: 2023-24 and 2024-25.

6. Professional Learning Communities+ (PLC+) Renewal

Contact(s): Amanda Kingrey, Branden Johnson, Holly Ingram  
Funding Source: Federal Funds (ESSER)  
2023-24 Budget

Purpose: The purpose of this agenda item is to request Board approval to receive coaching for schools that have requested this individual need to help close the achievement gap for their students utilizing PLC+ framework.

Recommendation: It is recommended that the Board authorize the purchase of PLC+ contract for coaching in an amount not to exceed \$200,000.

7. KSHSAA Membership and Insurance (Annual)

Appendix 8

Contact(s): Chris Asmussen, Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund and 57 Fund Athletic Activities Fund  
2023-24 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 2023-24 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.

8. Flexible Spending Plan (Annual)

Appendix 9

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Fund 96 – Flexible Spending Fund  
2023-24 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 2023-24 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.

9. Supplemental Life Insurance (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Fund 98 - Payroll Deduction Fund  
2023-24 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 March 31, 2023, USD 259 has 1,179 employees, 385 spouses, and 455 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 the Board authorize the district to continue this voluntary contribution life insurance plan through Guardian Insurance Company for the 2023-24 fiscal year.

10. Group Term Life Insurance (Annual)

Appendix 10

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Supplemental General Fund  
2023-24 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 2023-24 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. Employee Assistance Program (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer, Boni Burkhart  
Funding Source: Supplemental General Fund  
2023-24 Budget

Purpose: In an effort to provide enhanced Employee Assistance Program benefits to employees, we moved to ComPsych in July of 2021. ComPsych is the world's largest Employee Assistance Program and services many major school districts nationwide. We were able to customize their product offerings to include additional programs such as Computer Based Cognitive Behavioral Therapy (CCBT), WellthSource (Financial Wellness program) and increase the free counseling sessions from six visits per issue to ten, for all household members. Employees have 24-hour access to counseling and online resources for many topics including marital and family relationships, alcohol and drug use, emotional and social concerns, financial resources, and legal guidance.

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 local counselors and, with the increased demand in virtual and chat therapy, therapists nationwide that can service our employees. They provide a dedicated account manager, risk assessments by phone for distressed individuals, and online resources for all employees which include articles, videos, and interactive programs.

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 2023-2024 fiscal year. An additional \$85,000 in ESSER funds is requested again this year to cover the following services: 1) maintaining the 10-visit model; 2) CCBT (Cognitive Behavioral Therapy) through MyStrength; and 3) a financial well-being package through WellthSource. 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.

12. 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  
2023-24 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 \$190,000 for pre- and post-employment testing and Hepatitis B shots for employees in "at-risk" positions or after exposure for the 2023-24 fiscal year. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.

13. Special Liability Expenses Fund (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer, Susan Willis  
Funding Source: Fund 42 - Special Liability Expenses Fund  
2023-24 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 2023-24 fiscal year from Fund 42 in an aggregate amount not to exceed \$1,000,000.

14. Self-Funded Insurance Reserve (Annual)

Appendix 11

Contact(s): Sean Hudspeth, Danielle Dettmer  
Funding Source: Fund 47 – Self-Funded Insurance Reserve Fund  
2023-24 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 \$3,000,000 for the 2023-24 fiscal year. This does not include the Medical, Pharmacy, Vision, and Dental Benefit Plan item in this BOE Agenda.

15. Workers' Compensation Reserve Fund (Annual)

Appendix 12

Contact(s): Sean Hudspeth, Danielle Dettmer, Boni Burkhart  
Funding Source: Fund 52 – Workers' Compensation Reserve Fund  
2023-2024 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 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 districts 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 First Reports of Injury (FROI). Specific claim information had to be sent electronically for the life of the claim.

In order 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 2022-2023, property & casualty was also added to enhance management of those claims. Within annual fees included for Origami are Comp DME (pharmacy bill paying management of work comp 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 \$3,530,180 from the Workers' Compensation Reserve Fund for the 2023-2024 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.

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

Appendix 13

Contact(s): Sean Hudspeth, Danielle Dettmer

Funding Source: 47 Fund – Self-Funded Health Plan Reserve  
2023-24 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 Symetra Life 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 2023-2024 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 Symetra Life Insurance, 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 in quarterly installments of \$125,000.



## 17. Property and Casualty Insurance (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
 Funding Source: Supplemental General Fund  
 2023-24 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 \$5,100,000 for the purchase of property and casualty insurance, IMA broker fees for the period of July 1, 2023, through June 30, 2024, and any related services IMA may perform during the 2023-24 fiscal year.

## 18. Student Accident Insurance: Voluntary/Latchkey (Annual)

Contact(s): Sean Hudspeth, Danielle Dettmer  
 Funding Source: Supplemental General Fund  
 2023-24 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 \$40,000 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 2023-24.

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.

## 19. NATSB National Screening Bureau (Annual)

Contact(s): Sean Hudspeth  
 Funding Source: Supplemental General Fund  
 2023-24 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 \$100,000 for the 2023-24 fiscal year. Should additional quantities be required, the services shall be billed at the contracted price and shall not be returned to the Board.



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

Contact(s): Sean Hudspeth  
Funding Source: General Fund  
2023-24 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 2023-24 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.

21. Master Teacher: ParaPD Now Testing (Annual)

Contact(s): Sean Hudspeth  
Funding Source: General Fund  
2023-24 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 \$26,999 for the 2023-24 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.

22. Settlement Agreement – M.T. and G.T., et al v. Unified School District 259

Contact(s): Dan Lawrence  
Funding Source: 47 Fund – Risk Management  
2022-23 Budget

Purpose: The District has negotiated a settlement of liability claims brought by M.T. and G.T.

Recommendation: It is recommended that the Board approve and authorize the President to pay an amount not to exceed \$75,000.00 to obtain a release of claims by M.T. and G.T.

23. Amendment to Contact for Sale for Former Price Elementary

Contact(s): Luke Newman, Dan Lawrence  
Funding Source: NA

Purpose: The buyer of the former Price Elementary building has requested an amendment to the contract of sale previously approved by the Board. The amendment will extend buyer's due diligence and inspection period to October 31, 2023.

Recommendation: It is recommended that the Board approve and authorize the President to execute the amendment.

24. City of Wichita Revised Final Assessment for Sanitary Sewer Replacement –  
Hyde Elementary School

Appendix 15

Contact(s) Luke Newman, Dan Lawrence  
Funding Source: Special Assessment Fund  
2022-23 Budget

Purpose: To approve final cost of \$67,973 to pay for the Sanitary Sewer Replacement at Hyde Elementary School, an increase of \$2,973 from the last approved estimate of \$65,000 in August 2021, due to additional asphalt repair required to complete the work.

Recommendation: It is recommended that the Board approve the final Special Assessment cost of the Sanitary Sewer replacement at Hyde Elementary School of \$67,973 in FY23.

25. FEMA Inspections and Preventative Maintenance – Various

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: The District constructed FEMA storm shelters during previous bond and capital funded construction projects at various sites. To ensure these spaces function as designed in an emergency, regular inspection, preventive maintenance, and repairs are needed, specifically on specialty doors and door hardware systems. Hutton Corporation provides all necessary annual inspections, preventive maintenance and repair of these specialized spaces to ensure our FEMA shelters function properly in an emergency.

Recommendation: It is recommended that the Board enter into a contract with Hutton Corporation for a total amount not to exceed \$250,000 for the FEMA storm shelter inspection and preventive maintenance services at various District sites.

26. Fire Sprinkler Systems – Various

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: As required by applicable life safety building codes, fire sprinkler piping systems in various district sites are installed to ensure the safety of students and staff. These systems require routine maintenance and necessary repairs to ensure they are fully functional and to satisfy building code requirements related to inspection and operation of these systems. Black Water Fire Protection, LLC, provides all necessary annual inspection, preventive maintenance, and repair of these critical life safety systems to ensure that occupant safety is maintained, and necessary building code provisions are met.

Recommendation: It is recommended that the Board enter into a contract with Black Water Fire Protection, LLC, for a total amount not to exceed \$100,000 for the fire sprinkler system inspection, service and repairs at various District sites.

27. Sole Source – HVAC and Material (Various)

Contact(s): Luke Newman  
Funding Source: General and Supplemental General Funds  
2023-24 Budget

Purpose: The District utilizes a combination of the following firms to provide preventative maintenance service on HVAC equipment district-wide: P1 Group Inc, Kruse Corporation, Jerrod Max Turner (316 Mechanical), Dean E Norris Inc, Trane US Inc, Building Controls & Services Inc, Five Star Mechanical Inc, Daikin TMI LLC, and JM O'Connor Inc. The services they provide 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 \$2,000,000 for HVAC preventive maintenance services provided by: P1 Group Inc, Kruse Corporation, Jerrod Max Turner (316 Mechanical), Dean E Norris Inc, Trane US Inc, Building Controls & Services Inc, Five Star Mechanical Inc, Daikin TMI LLC, and JM O'Connor Inc, on an as-needed basis.

28. Sole Source – HVAC Preventive Maintenance Services

Contact(s): Luke Newman  
Funding Source: Capital Outlay  
2023-24 Budget

Purpose: Various sites throughout the district have HVAC controls and equipment that are provided solely by Sandifer Engineering & Controls, 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 in order 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, C&C Sales, Inc., Trane U.S., Inc., Johnson Controls, Daikin TMI LLC, and Building Controls Systems Inc.

**VI. Operations**

A. First Review: Board of Education Meetings Calendar

Appendix 16

Contact(s): Board of Education  
Funding: 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 2023-24 BOE Meeting Calendar is included in the Appendix.

Recommendation: This is the Board's first review of the meeting calendar.

**VII. 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.

**VIII. 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. Consultation with an attorney which would be deemed privileged in attorney-client relationship;
2. Matters relating to employer-employee negotiations.

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

- E. Reconvene
- F. Adjournment