

**Board of Education Agenda  
Wichita Public Schools - USD 259  
June 23, 2014 - 6 p.m.  
Wichita High School North Lecture Hall  
1437 Rochester - Wichita KS**



The work of Wichita Public Schools is to empower all students with the 21st century skills and knowledge necessary for success by providing a coherent, rigorous, safe and nurturing, culturally responsive, and inclusive learning community.

**I. Roll Call**

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

**II. Public Hearing on the Republication of the 2013-14 Budget**

[Appendix 1](#)

Contact(s): John Allison, Jim Freeman, Dee Anne Grunder  
Funding Source: NA  
2013-14 Budget

Purpose: The Public Hearing is required for the purpose of hearing and answering objections of taxpayers relating the proposed amended use of funds. The adoption of the republished budget is scheduled for later in tonight's meeting.

Recommendation: No action will be taken at the public hearing.

Speakers who want to address the Board during the Public Hearing 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. A speaker's comments will be limited the budget, will not include personnel matters concerning district employees and/or matters that would violate the privacy of students, and will not exceed 3 minutes. Speakers will provide twelve (12) copies of any handouts to the Clerk of the Board's table for distribution at the Board table.

Speakers: None registered.

### **III. Reports**

#### **A. Report – Good News**

##### **1. 19<sup>th</sup> Annual KAKEland School Supply Landslide Kickoff.**

Partners: Credit Union of America, KAKEland, and the Salvation Army. From June 23-August 24, donations will be accepted at KAKE-TV, all Credit Union of America locations, and The Salvation Army. Other sponsors this year are Entercom Radio, Arby's, and Vatterott College. On August 6, 7, 8, and 11, the Salvation Army will distribute school supplies to qualified families at its various locations. The BOE meeting on August 11<sup>th</sup> will be school supply collection night. All supplies donated that evening will be delivered to the Salvation Army for distribution in the first weeks of the 2014-15 school year. In 2013-14, the Landslide provided supplies for 11,059 qualified students in Sedgwick County. Since the program began in 1996, approximately 120,280 students have benefitted. Contact(s): Wendy Johnson, Susan Arensman, Mike Willome

#### **B. Report – United Teachers of Wichita**

#### **C. Report – Service Employees International**

### **IV. 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.

#### **Speaker(s):**

1. Walt Chappell, 3165 N. Porter, Wichita, 67204. Topic: Cafeteria Design Services.

V. **Education** – None submitted.

VI. **Consent**

A. Human Resources

1. Certified Evaluation Tool: Learning Sciences International

Contact(s): Shannon Krysl, Neil Guthrie, Alicia Thompson, Bill Faflick, Denise Seguine  
Funding Source: 08 General Fund  
2014-15 Budget

Purpose: The Marzano Certified Evaluation Protocol and library will be used by the district in the evaluation and observation of our certified building and district staff. The full package Marzano Protocol and library will be installed on computers at student attendance centers and administrative offices. The package includes software, workshops, user license, and onsite training and training materials. The Protocol package can be expanded in the future to include evaluation tools for classified and support staff and additional training, as needed.

Recommendation: It is recommended the Board approve the purchase the Marzano Certified Evaluation Protocol and library through Learning Sciences International, plus training of all administrators and a select group of teachers at a cost not to exceed \$400,000 for the 2014-15 fiscal year and ongoing software licensing fees on a year-to-year basis.

B. Finance

1. Monthly Finance Report: [May 2014](#)

[Appendix 2](#)

Contact(s): Jim Freeman  
Funding Source: NA  
2013-14 Budget

Purpose: This is a monthly report to the Board on the budget and finances of the district.

Recommendation: The report is provided for the Board's information. No action is requested.

C. Bids

1. Purchasing Consent

Appendix 3

Purpose: Report.

Recommendation: Board approval.

Summary

Description of products/services	Amount	Responsible Party
1. Money Messenger Services – Extension	\$30,000.00	Darren Muci Jim Freeman
2. Nutrition Services Cleaning Solutions – Renewal	\$20,000.00	Darren Muci
3. Copier Paper	\$166,924.80	Darren Muci
4. Walk-In Box Van	\$45,559.50	Darren Muci
5. Compact Cargo Van	\$21,893.00	Darren Muci
6. Security Video Cameras & Digital Video Recorders	\$180,000.00	Julie Hedrick
7. Library Furniture – Moser Brand	\$100,000.00	Julie Hedrick
8. White Board Material – Renewal	\$50,000.00	Julie Hedrick
9. CNC Router	\$57,899.00	Julie Hedrick
10. On-Line Library Book Jobber – Renewal	\$500,000.00	Denise Seguine
11. Pre-Bound Paperback Book Jobber – Renewal	\$500,000.00	Denise Seguine
12. Storage Area Network (SAN) Products & Support Services – Correction/Additional	\$600,000.00	Cathy Barbieri
13. Cafeteria Serving Line Equipment	\$322,113.34	Darren Muci
14. Five-Compartment Compostable Lunch Trays	\$356,850.00	Darren Muci
15. Maintenance & Repair of Xerox Color Copier	\$35,000.00	Darren Muci
16. Annual PBX & Wide Area Network Backbone	\$516,746.00	Cathy Barbieri
17. Postage	\$120,000.00	Darren Muci
18. Food & Foodstuffs – May 2014	\$548,349.54	Darren Muci

2. Student Transportation Services

Appendix 4

Contact(s): Darren Muci, Fabian Armendariz, Neil Guthrie, J. Means, Shawn Chastain, Robert Hester, Bill Faflick, Alicia Thompson, Denise Seguine, Susanne Smith, Cynthia Martinez

Funding Source: Multiple (Supplemental General, Special Education, Title, Athletics, Activity Funds, PTO/PTA, McKinney-Vento, other funds sources as warranted)  
2014-15 Budget

Purpose: This item provides for the extension of the agreement with FirstGroup America, Inc., (dba First Student) to provide various Student Transportation Services for the 2014-15 school year.

Recommendation: It is recommended that the Board extend the agreement with FirstGroup America, Inc., (dba First Student) for student transportation services during the 2014-15 school year. This is the fifth year of a seven-year term that is evaluated and reviewed annually and presented to the Board for approval.

It is estimated that up to \$26,000,000 will be expended during the 2014-15 year for various required and requested student transportation services (e.g., regular education, required Special Education, ADA-504, McKinney-Vento (Homeless services), athletics, fine arts, various shuttle services, and charter and activity bus services, etc.) from various funding sources. For required regular education and Special Education home-to-school transportation, this estimated amount is the district's "pre-reimbursed" amount and is governed by the volume of services needed to transport students to-and-from schools, and approved activity trips. Approximately 50% (regular education and other) to 80% (Special Education) percent of annual, allowable, (i.e., students transported over the statutorily mandated 2.5 miles distance, and special education IEP approved transportation) audited expenditures are reimbursed to the district by the State of Kansas during the school year.

3. Charter Bus Service Extension

Appendix 5

Contact(s): Darren Muci, Bill Faflick, J. Means, Shawn Chastain, Fabian Armendariz  
Funding Source: Multiple (Supplemental General, Athletics, Activity Funds, PTO/PTA, other funds sources as warranted)  
2014-15 Budget

Purpose: This item extends charter bus services used primarily for district-sanctioned activity trips, including athletics.

Recommendation: It is recommended that the Board approve a one-year extension of charter bus services by Overland Charters, Village Charters, Inc., and Elite Tours and Charters (all Wichita, KS), in the estimated total amount of \$250,000, for charter bus rentals for all district needs during the 2014-15 school year. Should additional services be required beyond the estimated amount, they will be charged at the current rates and will not be returned to the Board. Contract term is July 1, 2014 through June 30, 2015.

4. Cafeteria Design Services, Furniture Fixtures, and Décor

Appendix 6

Contact(s): Darren Muci, Vicki Hoffman  
Funding Source: Nutrition Services Fund  
2013-14 Budget and 2014-15 Budget

Purpose: On November 25, 2013, the Board approved entering into a contract with Palmer-Hamilton in an amount of \$250,000. This agreement provides design services and cafeteria solutions – including furniture and deco – to increase participation in meal service and improve services to students, meal service areas, and cafeterias in district schools. After a review of several schools, Nutrition Services administration elected to implement solutions at four schools – West High, South High, Mayberry Middle, and Robinson Middle Schools. Approval of additional funding is necessary to complete the implementation of the solutions for the four schools. Other schools are still under consideration.

Recommendation: It is recommended that the Board approve Palmer-Hamilton (Elkhorn, WI) Contract #101012-PHL of National Joint Powers Alliance (NJPA) in an additional amount not to exceed \$500,000 for design services, and furniture and equipment for district cafeterias and Nutrition Services meal service areas. The contract term remains December 1, 2013 through November 30, 2014.

5. Library Façade: East High School

Appendix 7

Contact(s): Julie Hedrick  
Funding Source: Capital Outlay CIP #1415-1800  
2014-15 Budget

Purpose: The 2014-15 Capital Outlay Fund includes monies for repair and remodeling of buildings. Bids were received on June 17, 2014 for Library Façade at East High according to plans and specifications prepared by Schultz<sup>2</sup> Architects, LLC. The low base bid was submitted by Martin K. Eby Construction, Co., in the amount of \$249,600.

Recommendation: It is recommended that the Board enter into a contract with Martin K. Eby Construction, Co., for a total contract sum of \$281,800, which includes the above base bid, Alternate 1, Alternate 2, and a contingency amount of \$7,000 for Library Façade at East High School.

Base Bid:	\$249,600.00
Alternate 1	\$12,000.00
Alternate 2	\$13,200.00
Contingency	\$7,000.00
Total:	\$281,800.00

Alternate 1: Second level steel column replacement (per column), 4 columns total.

Alternate 2: Existing steel column base reconstruction (per column), 3 column bases total.

D. Bond Consent

1. Architectural Fee Modifications: Brooks Technology/Arts Magnet School

Contact(s): Julie Hedrick  
Funding Source: Bond  
2013-14 Budget

Purpose: The Board has contracted with WDM Architects, P.A., for professional services involving design and construction documents for the Brooks Technology/Arts Magnet School bond project. During the course of the design effort, issues frequently arise that justify adjustments to fee amounts. These issues include unanticipated existing building conditions during construction that require revisions to construction drawings, authorizations by the owner to increase/change the scope of a project, and revisions to design criteria or other requirements that create the need for design revisions.

Recommendation: It is recommended that the Board approve the fee adjustment in an amount not to exceed \$29,798 to WDM Architects P.A., for architectural services on the Brooks Technology/Arts Magnet School project. The fees will be per the established fee schedule and any other modification allowed as part of the contract.

E. Programs/Grants – None submitted.

F. Miscellaneous

1. BOE Meeting Minutes for [June 9, 2014](#)

[Appendix 8](#)

Contact(s): Mike Willome

Purpose: The BOE Meeting Minutes for [June 9, 2014](#) are attached in the Appendix.

Recommendation: Board approval.

2. Legal Services: DeVaughn James, LLC and McDonald, Tinker, Skaer, Quinn & Herrington, P.A.

Contact(s): Kelly Rundell, Tom Powell

Funding Source: 47 Fund – Risk Management Reserve Fund, 42 Fund – Special Liability, 52 Fund – Worker’s Compensation Reserve Fund  
2013-14 Budget

Purpose: DeVaughn James, LLC have submitted a statement for May 2014 legal services and expenses for Civil Litigation in the amount of \$12,166.60.

McDonald, Tinker, Skaer, Quinn & Herrington, P.A. have submitted a statement for May 2014 legal services and expenses for Worker’s Compensation in the amount of \$6,294.22.

This brings the year-to-date total to \$118,255.39 for Civil Litigation services and \$99,328.99 for Worker’s Compensation services.

Recommendation: It is recommended that the Board authorize payment for legal services and expenses for Civil Litigation and Worker’s Compensation under the school district’s self-insured programs for May 2014 in the amount of \$12,166.60 to DeVaughn James, LLC, and the amount of \$6,294.22 to McDonald, Tinker, Skaer, Quinn & Herrington, P.A.

3. Proposed Policy Revisions

Appendix 9

Purpose: As permitted by BOE Policy 0150 – Functions of the Board, this consent item includes minor revisions to existing policies. This consent item may also include revisions to existing policy as a result of federal, state, or local law or regulation.

Recommendation: Board approval.

Summary

Policy	Title	Person Responsible
1780	Grants – Role of Grants & Development Services – <i>Proposed for Deletion</i>	Denise Seguire Lisa Lutz

4. Builders Risk Insurance

Contact(s): Shannon Krysl, Kelly Rundell

Funding Source: 08 General Fund

2014-15 Budget

Purpose: To standardize the premium and policy coverage for the bond construction projects, the Administration authorized the Employee Benefits/Insurance Management office to obtain the Builders Risk insurance covering all school bond construction projects. Coverage is placed through the district's insurance broker of record, Willis of Greater KS, through the Travelers Insurance Company. Projects are reported monthly so premium is paid only for those locations that are active.

Recommendation: It is recommended that the Board authorize an expenditure of up to \$175,000 for Builders Risk Insurance for the fiscal year 2014-15.



5. Property and Casualty Insurance

Appendix 10

Contact(s): Shannon Krysl, Kelly Rundell  
Funding Source: 08 Fund, General Fund  
2014-15 Budget

Purpose: Since 1992, the district's property and casualty insurance program has assumed a large self-insured retention in order to manage costs. In the past, this district has purchased property insurance with a \$250,000 deductible. Due to significant losses the last two years, the district is facing a large increase in premiums, which has resulted in examining other options. To keep the insurance premiums reasonable, losses due to hail and wind will have a \$500,000 deductible, and there will be a \$250,000 deductible for all other perils and losses. This change will result in annual premium savings of approximately \$325,000 when compared to the premium for coverage with a \$250,000 deductible on all claims. The district's insurance broker, Willis of Greater Kansas, has analyzed our claims history and concluded that had the higher deductible been in place over the last ten year timeframe, it would have resulted in a lower overall annual net cost for insurance and out-of-pocket deductible payments for the district of approximately \$175,000 when compared to the lower deductible option. Willis has marketed our insurance program to the large carriers and recommends the described coverage.

Recommendation: It is recommended that the Board authorize the expenditure from Fund 08, the supplemental general fund, an amount not to exceed \$1,900,000 for the purchase of property and casualty insurance for the period of July 1, 2014 through June 30, 2015. This will account for new property values from the bond coming onto the policy prior to July 1, 2015. It is further recommended that the Board approve payment from Fund 08 of \$75,000 to Willis of Greater KS for its fee in the placement of these insurance policies and any related services performed during fiscal year 2014-15.

6. Student Accident Insurance: Voluntary/Latchkey

Contact(s): Shannon Krysl, Kelly Rundell  
Funding Source: 08 General Fund  
2014-15 Plan Year

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

Recommendation: It is recommended that the Board authorize Student Assurance Services (Lawrence, KS) the right to provide voluntary student accident insurance, including sports coverage for the fiscal year 2014-15.

Also, it is recommended that Student Assurance Services (Lawrence, KS) provide this service to the district's Student Age Program (latchkey) at a cost of \$2.25 per participant, which is built into the fees charged by the program.

7. Workers Compensation Settlement: L.B.

Contact(s): Kelly Rundell  
Funding Source: 52 Fund  
2013-14 Budget

Purpose: L.B. sustained work injuries to the right arm while working for USD 259 and reported in September 2012. After extended treatment, L.B. has reached maximum medical improvement and is ready to settle this claim. An agreement has been reached between both parties for final settlement in the amount of \$22,550.80, closing out all future medical care as it relates to this claim.

Recommendation: It is recommended that the Board approve this final settlement for L.B.'s injury from 2012 in the amount of \$22,550.80, closing out all future medical care.

8. Child Development Centers Operations Contract with the Greater Wichita YMCA

Contact(s): Denise Seguine, Jim Means  
Funding Source: General Fund  
2014-15 Budget

Purpose: The district has historically contracted with the Greater Wichita YMCA to operate child development centers (CDCs) at high school locations, providing quality child care services and education opportunities to district students, district employees, and community parents. There are no changes to fees for the 2014-15 school year.

Recommendation: It is recommended that the Board authorize payment to the Greater Wichita YMCA to operate child development centers at each of the comprehensive high schools and Metro-Meridian Alternative High School beginning July 1, 2014 and ending June 30, 2015, for costs not covered by user fees in an amount not to exceed \$246,000 for the 2014-15 fiscal year.

9. Envision: Production Printing and Document Archiving Services Appendix 11

Contact(s): Darren Muci, Mike Willome  
Funding Source: 08 Supplemental General and all fund sources  
2014-2015 Budget

Purpose: Administration requests support of the Board to enter into agreements with Envision, Inc., to perform archiving services of BOE meeting documents at the direction of the Clerk of the Board, and production printing services at the direction of the district's Production Printing Department.

Recommendation: It is recommended that the Board approve the Administration entering into separate agreements with Envision, Inc., to perform archiving services of BOE meeting documents in an estimated annual amount not to exceed \$2,000 and production printing services in an estimated annual amount of \$42,000.

10. Renewal to EDULOG License Agreement Appendix 12

Contact(s): Fabian Armendariz, Darren Muci  
Funding Source: Supplemental General Fund – Transportation account  
2014-15 Budget

Purpose: This item requests approval for upgrades to EDULOG License Agreement for Student Transportation Services.

Recommendation: It is recommended that the Board approve the maintenance agreement EDULOG applications: (1) WebSchool Assistant for \$2,789; (2a) WebQuery (WPS Schoolfinder) for \$2,282; (2b) WebQuery Parent Assist for \$507; (3) Google Map access \$5,165; (4) EduTracker GPS for \$60,477; and (5) Edulog NT for \$12,272 from 2014-15 funding from EDULOG, Inc., (Missoula, MT) to provide improved student transportation management services for the staff and students of the district. These amounts include the annual Consumer Price Index (CPI) increase of 1.4% for the 2014-15 school year. The total amount for these services will not exceed \$84,000.

11. School Visitor Management System: Hall Pass Appendix 13

Contact(s): Cathy Barbieri, Terri Moses  
Funding Source: IST General Fund and/or Supplemental General Fund  
2013-14 Budget

Purpose: The district continues to look for ways to provide a safe, secure, and high-quality learning environment for our students. School Visitor Management system is the next level of security that we would like to implement in all schools. We would like to provide each school with at least one system for their office. A mobile configuration will be provided for comprehensive high schools as their offices are not convenient for their visitors.

Recommendation: It is the recommendation that the Board approve the purchase of 114 School Visitor Management Systems, supplies, and spare equipment from Hall Pass in an amount not to exceed \$200,000.

**VII. Bond** – None submitted.

**VIII. Policy** – None submitted.

**IX. Operations** – None submitted.

**X. Finance**

A. Adoption of the Amended 2013-14 Budget

Contact(s): John Allison, Jim Freeman, Dee Anne Grunder

Funding Source: N/A

2013-14 Budget

Purpose: This item provides for the adoption of the amended 2013-14 budget.

Recommendation: It is recommended the Board adopt the amendments to the 2013-14 Budget, as provided in [Appendix 1](#).

B. 2014-15 Budget Report

Contact(s): John Allison, Jim Freeman

Purpose: Superintendent Allison and Chief Financial Officer Freeman will continue the update on the options for development of the 2014-15 Budget.

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

**XI. Miscellaneous**

A. Superintendent's Report

B. Board of Education Report/Requests

C. New Business

D. Executive Session

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

1. Personnel matters for non-elected personnel;
2. Consultation with an attorney which would be deemed privileged in attorney-client relationship;
3. Matters relating to employer-employee negotiations;

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

E. Reconvene

F. Adjournment