

Board of Education Agenda
Wichita Public Schools - USD 259
June 22, 2015 - 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 – Northwest High JROTC Cadets

II. Ceremonial Oath of Office

Ceremonial Oath of Office for Re-Elected Board Members:
Jeff Davis, Barbara Fuller, and Sheril Logan

Sedgwick County Election Commissioner Tabitha Lehman will administer the Oath of Office.

III. Public Hearing on the Republication of the 2014-15 Capital Outlay 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:

IV. Reports

A. Report – Good News

1. Financial Services Recognition – Comprehensive Annual Financial Report Awards. For the 23rd consecutive year, USD 259 has received Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA) and the Certificate of Excellence in Financial Reporting by the Association of School Business Officials International (ASBO). The awards are the highest form of recognition for excellence in state and local government financial reporting.
Contact(s): Jim Freeman, Dee Grunder
2. 20th Annual KAKEland School Supply Landslide Kickoff. Partners: Credit Union of America, KAKEland, and The Salvation Army. From June 22-August 23, donations will be accepted at KAKE-TV, all Credit Union of America locations, and The Salvation Army. The BOE meeting on August 10th will be school supply collection night. The Salvation Army will distribute school supplies to qualified families at its various locations on August 12, 13, 14, and 17. In 2014-15, the Landslide provided supplies for 12,428 qualified students in Sedgwick County. Since the program began in 1996, approximately 132,700 school supply kits have been distributed.
Contact(s): Wendy Johnson, Susan Arensman, Mike Willome

B. Report – United Teachers of Wichita

C. Report – Service Employees International

V. 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.

VI. Education

A. MTSS Implementation Protocol and 2015 Parade of Schools

Contact(s): Denise Seguire, Tiffinie Irving
Funding Source: NA

Purpose: The purpose of this item is to share the initial use of the new Multi-Tier System of Supports (MTSS) Implementation Protocol and the process used for review of school implementation during the 2015 Parade of Schools.

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

VII. Consent

A. Human Resources

1. Human Resources Report

Appendix 2

Contact(s): Shannon Krysl

Purpose: Report.

Recommendation: Board approval.

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

2. Company Agreement for Services: Don Dome

Contact(s): Shannon Krysl, Neil Guthrie

Funding Source: General Fund

2015-16 Budget

Purpose: USD 259 will utilize Don Dome as a Human Resources recruiter, enabling him to offer open contingent contracts (subject to background checks, licensure verification, and reference checking) for Special Education vacancies and hard-to-fill positions of math and science at various locations throughout the country.

Recommendation: It is recommended that the Board authorize the district to renew on a fiscal year basis the agreement with Don Dome Recruiting, LLC, in an amount not to exceed \$60,000, including travel expenses, for the period July 1, 2015 to June 30, 2016, for recruiting and offering open contingent contracts (subject to background checks, licensure verification, and reference checking) for Special Education and hard-to-fill positions of math and science at various locations throughout the country.

3. Company Agreement for Services: Educational Associates, LLC

Contact(s): Shannon Krysl

Funding Source: General Fund

2015-16 Plan Year

Purpose: USD 259 will utilize Educational Associates, LLC, to recruit and offer open contingent contracts (subject to background checks, licensure verification, and reference checking) for minority and hard-to-fill vacancies at various locations throughout the country. Coaching services for administrators as needed on an hourly basis of \$40 per hour.

Recommendation: It is recommended that the Board authorize the district to renew on a fiscal year basis the agreement with Educational Associates, LLC, in an amount not to exceed \$50,000 for the period July 1, 2015 to June 30, 2016, to recruit and offer open contingent contracts (subject to background checks, licensure verification, and reference checking) for minority and hard-to-fill vacancies at various locations throughout the country. Said amount includes coaching services for administrators as needed on an hourly basis of \$40 per hour.

4. Designation of Agent for Kansas Public Employees Retirement System

Contact(s): Shannon Krysl, Angela Blake
Funding Source: 08 Fund, General Fund
2015-16 Budget

Purpose: The Kansas Public Employees Retirement Act, KSA 74-4902(6), provides that each participating employer, through its governing body, designate an individual through whom retirement system transactions and communications will be directed. On June 11, 2007, the Board appointed Leilani Hook as the retirement specialist for this school district.

Recommendation: It is recommended the Board reappoint Leilani Hook 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 2015-16 fiscal year.

5. NATSB: National Screening Bureau

Contact(s): Shannon Krysl
Funding Source: 08 Fund General Fund
2015-16 Budget

Purpose: The district runs approximately 3,000 background checks each year. The Administration would like to continue using the services of NATSB National Screen Bureau, which can complete comprehensive background checks for \$19 per screening.

Recommendation: It is recommended that the Board approve the district's use of NATSB for background screening checks not to exceed \$75,000 for the 2015-16 fiscal year.

6. Unemployment and Employment Verification Administration: Employers Unity

Contact(s): Shannon Krysl
Funding Source: General Fund
2015-16 Budget

Purpose: The Administration would like to continue outsourcing of unemployment claims, employer unemployment tax administration, and employment verifications to Employers Unity, LLC. This will allow HR staff to be redeployed to strategic and higher value services for our end customers.

Recommendation: It is recommended that the Board authorize Human Resources to approve an amount not to exceed \$40,000 to purchase services for the 2015-16 fiscal year from Employers Unity, LLC.

7. Teacher Insight Assessments

Contact(s): Shannon Krysl
Funding Source: General Fund
2015-16 Budget

Purpose: The Gallup Teacher Insight tool will be used by the district in the recruitment, interviewing, and selection process of district certified teachers. Gallup will provide consulting around implementation and ongoing usage of Teacher Insight and ongoing consulting, research, and system validation.

Recommendation: It is recommended that the Board authorize the district to enter into an agreement with the Gallup Organization in an amount not to exceed \$52,000 for the 2015-16 fiscal year. The Gallup Organization will provide and maintain all hardware, software, programming, and research for the Teacher Insight interview tools, to be used as part of the mandatory interview process for certified teachers. Terms and conditions are set forth in Gallup Consulting Engagement Letter and Scope of Services. Teachers will go through the designated Web sites and respond to the Teacher Insight assessments as part of the mandatory measurements used in selecting certified teachers.

8. Certified Evaluation Tool Annual Contract: Learning Sciences International

Contact(s): Shannon Krysl, Neil Guthrie, Alicia Thompson, Bill Faflick, Denise Seguine
Funding Source: Capital Outlay
2015-16 Budget

Purpose: The Marzano Certified Evaluation Protocols and Library will be used by the district for the evaluation and observation of our certified building and district staff as per Kansas Statute. The full evaluation package of Marzano Protocols and the supporting library will be accessed electronically on computers, tablets, and smart phones at all district sites. The package includes software user license and access, workshops, onsite training, and training materials. The evaluation package can be expanded in the future to include evaluation tools for classified and support staff and additional training as needed. The 2015-16 fiscal year software package expense is not to exceed \$200,000. The 2015-16 fiscal year training and materials expense for this evaluation tool will not exceed \$120,000.

Recommendation: It is recommended the Board approve the renewal of the annual contract for software licensing, onsite training for teachers and principals, and training materials for the Marzano Certified iObservation tool and library through Learning Sciences International at a cost not to exceed \$320,000 for the 2015-16 fiscal year.

9. Certified Evaluation Tool Manuals and Books: Learning Sciences International

Contact(s): Shannon Krysl, Neil Guthrie, Alicia Thompson, Bill Faflick, Denise Seguine
Funding Source: General Fund
2015-16 Budget

Purpose: The Marzano Certified Evaluation Protocols and Library is being used by the district for the evaluation and observation of our certified building and district staff as per Kansas Statute. The purpose of this item is to request approval to purchase training manuals and books for professional development libraries at schools.

Recommendation: It is recommended that the Board approve the purchase of training manuals/books for the Marzano Certified iObservation tool from Learning Sciences at a cost not to exceed \$40,000 for the 2015-16 fiscal year. These manuals and books will be placed in professional development libraries at schools for licensed staff use.

10. Aesop Substitute Placement Program

Contact(s): Shannon Krysl, Charles Wakefield, Heather Kiehl
Funding Source:
2015-16 Budget

Purpose: In 2014-15, the district purchased the Aesop Substitute Management System replacing its substitute system, SubFinder, used by the district to place substitutes for certified and classified employees. The Aesop program is Web-based, so installation on a district server is not required. Aesop interfaces with PeopleSoft, the district's employee and payroll database, to provide absence management and reporting, payroll management, and substitute evaluation. Rates will remain frozen for the next four years. This package includes project management, needs analysis, configuration, training, upgrades, and ongoing support.

Recommendation: It is recommended the Board approve to continue the district's subscription and ongoing software licensing fees for the Aesop program through Frontline Technologies at a cost not to exceed \$40,000 for the 2015-16 fiscal year.

B. Finance

1. Monthly Finance Report for [May 2015](#)

[Appendix 3](#)

Contact(s): Jim Freeman
Funding Source: NA

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 4

Purpose: Report.

Recommendation: Board approval.

Summary

Description of products/services	Amount	Responsible Party
1. Five Compartment Compostable Trays	\$283,800.00	Darren Muci
2. Styrofoam Bowl, 10 oz.	\$47,820.00	Darren Muci
3. Plastic Bowl, 12 oz.	\$18,356.00	Darren Muci
4. Plastic Bowl, 5 oz.	\$78,760.00	Darren Muci
5. Lid, Clear Plastic Square, for 5 oz. Bowls	\$17,168.00	Darren Muci
6. Three Compartment Dinner Box	\$23,196.25	Darren Muci
7. 1-Compartment Square Clear Hinged Box	\$28,863.00	Darren Muci
8. 1-Compartment Rectangle Clear Hinged Box	\$46,521.00	Darren Muci
9. Disposable Towels	\$33,120.00	Darren Muci
10. Smartstock – Plastic Fork	\$54,840.00	Darren Muci
11. Napkin	\$124,600.00	Darren Muci
12. Meal Kit	\$91,800.00	Darren Muci
13. Smartstock – Plastic Spoon	\$31,960.00	Darren Muci
14. Cafeteria Serving Line Equipment	\$60,000.00	Darren Muci
15. Fluorescent Lamps	\$100,000.00	Darren Muci
16. Roll-off Dumpster Service - Renewal	\$60,000.00	Julie Hedrick
17. Solid Waste Disposal – Renewal	\$500,000.00	Julie Hedrick
18. Chemical Dilution Systems and Miscellaneous Accessories	\$100,000.00	Julie Hedrick
19. Annual Support and Maintenance for Oracle Software	\$1,200,000.00	Cathy Sweeney
20. Microsoft School Service Agreement	\$500,000.00	Cathy Sweeney
21. Synergy Software Annual Maintenance, Support, and Enhancements	\$450,000.00	Cathy Sweeney
22. Capax Global Discovery Software Maintenance and Support	\$28,000.00	Cathy Sweeney
23. Annual PBX and Wide Area Network Backbone Maintenance and Support	\$600,000.00	Cathy Sweeney
24. Edulog Annual Support and Maintenance	\$85,000.00	Cathy Sweeney
25. Floor Finish - Renewal	\$85,000.00	Julie Hedrick
26. Virco Furniture and Related Services	\$1,000,000.00	Darren Muci
27. Library Furniture - Jasper Brand - Renewal	\$75,000.00	Julie Hedrick
28. Library Furniture – Moser Brand – Renewal	\$100,000.00	Julie Hedrick
29. Playground Equipment and Services	\$100,000.00	Julie Hedrick
30. Physical Education and Athletic Supplies/Equipment	\$200,000.00	Susanne Smith
31. Bulk Carpet – Renewal	\$129,500.00	Julie Hedrick
32. Copier Paper	\$155,097.60	Darren Muci
33. Security Video Cameras and Digital Recorders	\$180,000.00	Julie Hedrick
34. White Board Material	\$30,000.00	Julie Hedrick
35. On-Line Library Book Jobber - Renewal	\$500,000.00	Denise Seguire
36. Pre-Bound Paperback Book Jobber - Renewal	\$500,000.00	Denise Seguire
37. Vernier Software and Technology - Renewal	\$100,000.00	Susanne Smith
38. Audio Visual Equipment and Accessories	\$50,000.00	Cathy Sweeney
39. Fiber Optic Cable – Renewal	\$220,000.00	Cathy Sweeney
40. Classroom Audio Visual Equipment, Accessories, and Software	\$900,000.00	Cathy Sweeney
41. IST Consulting Services	\$200,000.00	Cathy Sweeney
42. City Mix Concrete	\$175,000.00	Julie Hedrick

2. Remodel: Little Early Childhood Education Center

Appendix 5

Contact(s): Julie Hedrick
Funding Source: Capital Outlay CIP #1516-1859
2015-16 Budget

Purpose: The 2015-16 Capital Outlay Fund includes monies for remodel at Little Early Childhood Education Center. On June 11, 2015, bids were received according to plans and specifications by Schaefer Johnson Cox Frey Architecture. The low responsive bid was submitted by National Catastrophe Restoration, Inc., in the amount of \$144,000.

Recommendation: It is recommended that the Board enter into a contract with National Catastrophe Restoration, Inc., for a total contract sum of \$154,000, which includes the above base bid and a contingency amount of \$10,000 for the remodel at Little Early Childhood Education Center.

Base Bid:	\$144,000.00
Contingency:	\$10,000.00
Total:	\$154,000.00

3. Mold Remediation, Repair of Building: Heights High School Child Development Center Annex

Appendix 6

Contact(s): Julie Hedrick
Funding Source: Capital Outlay CIP #1516-1909
2015-16 Budget

Purpose: The 2015 -16 Capital Outlay Fund includes monies for repair and remodeling of buildings at district sites. Bids were received for mold remediation, water damage, and other repairs at Heights High School Child Development Center Annex. The low bid was submitted by National Catastrophe Restoration, Inc., in the amount of \$45,547.01.

Recommendation: It is recommended that the Board enter into a contract with National Catastrophe Restoration, Inc., for a total contract sum of \$49,547.01, which includes the above bid and a contingency amount of \$4,000 for mold remediation, water damage, and other repairs at Heights High School Child Development Center Annex.

Bid:	\$45,547.01
Contingency:	\$4,000.00
Total:	\$49,547.01

4. Student Transportation Services

Appendix 7

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)
2015-16 Budget

Purpose: This item requests extension of the Agreement with FirstGroup America, Inc., (dba First Student) to provide various Student Transportation Services for the 2015-16 school year.

Recommendation: It is recommended that the Board approve extension of the Agreement with FirstGroup America, Inc., (dba First Student) for student transportation services during the 2015-16 school year. This is the sixth year of a seven-year term that will be 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 2015-16 school 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.

D. Bond Consent

1. Change Order: Caldwell Elementary School Administration Addition/Remodel Project

Appendix 8

Contact(s): Julie Hedrick

Funding Source: Bond/Capital Outlay

Bond Funds	\$300,000.00
Capital (C.I.P. #1516-1818)	189,250.00

2015-16 Budget

Purpose: On July 21, 2014, the Board approved a contract with National Catastrophe Restoration, Inc., in the amount of \$1,942,000 for the bond project at Caldwell Elementary School. Additional funds are needed to complete the administration addition and remodel.

Recommendation: It is recommended that the Board approve a construction contract change order with National Catastrophe Restoration, Inc., in the amount of \$489,250. This includes the construction fee amount, plus a contingency amount of \$14,250 to complete the Caldwell Elementary School administration addition/remodel project.

Construction Fee Amount:	\$475,000.00
Contingency:	\$14,250.00
Total:	\$489,250.00

E. Programs/Grants

1. Child Development Centers Operation with the Greater Wichita YMCA

Contact(s): Denise Seguine, Jim Means
Funding Source: General Fund
2015-16 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 2015-16 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 beginning July 1, 2015 and ending June 30, 2016, for costs not covered by user fees in an amount not to exceed \$200,000 for the 2015-16 fiscal year.

2. Southwestern College Builder Bound Reading and Math Summer Camps:
Truesdell Middle School and Jardine Technology Magnet

Contact(s): Bill Faflick, Terrell Davis, Lura Jo Atherly
Funding Source: Title I grant funding for Truesdell trip; Magnet Schools of America grant funding for Jardine trip.

Purpose: The purpose of this item is to fund two Builder Bound Summer Camps at Southwestern College in Winfield. The reading and math program camps include college experience, lectures, tours, and team-building activities. Tonight's item requests approval of a Truesdell Middle School and Jardine Technology Magnet camp where approximately 130 students, chaperones from the college, and teachers will also participate. The amount for both camps is \$85,000.

Recommendation: It is recommended that the Board approve \$85,000 for Truesdell Middle School and Jardine Technology Magnet to attend the Builder Bound Reading and Math Camps at Southwestern College in Winfield, KS. The total cost for both schools camps is \$85,000, including transportation. First Student has been contracted for trip services.

F. Miscellaneous

1. BOE Meeting Minutes for [June 8, 2015](#)

[Appendix 9](#)

Contact(s): Mike Willome

Purpose: The BOE Meeting Minutes for [June 8, 2015](#) are attached in the Appendix.

Recommendation: Board approval.

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

Contact(s): Angela Blake, Tom Powell

Funding Source: 47 Fund – Risk Management Reserve Fund, 42 Fund – Special Liability, 52 Fund – Worker’s Compensation Reserve Fund
2014-15 Budget

Purpose: DeVaughn James, LLC have submitted a statement for May 2015 legal services and expenses for Civil Litigation in the amount of \$13,901.34.

McDonald, Tinker, Skaer, Quinn & Herrington, P.A. have submitted a statement for May 2015 legal services and expenses for Worker’s Compensation in the amount of \$7,398.18.

This brings the year-to-date total to \$143,757.81 for Civil Litigation services and \$118,488.72 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 2015 in the amount of \$13,901.34 to DeVaughn James, LLC, and the amount of \$7,398.18 to McDonald, Tinker, Skaer, Quinn & Herrington, P.A.

3. Agreements: Westar Energy Rate Case

Contact(s): John Allison, Tom Powell
Funding Source: 08 Supplemental General Fund (LOB)
2015-16 Budget

Purpose: Westar Energy has filed a proposal to increase electric rates for all of its customers, including school districts. The proposed rate increase to Wichita Public Schools, if granted, would equate to a 9.5% increase. For the last several years, the district has intervened in several Westar proposed rate increases. In all of these cases, the district's participation in the electric rate cases has resulted in the district's rates being lower than the rates proposed by Westar Energy. It is in the best interests of the district to participate in this rate case in order to receive lower electric rates than those proposed by Westar Energy. Kansas Association of School Boards has agreed to pay half the legal and expert witness fees up to a total of \$40,000. On behalf of its members, KASB has filed to intervene in the rate case.

In order for the district to intervene in the rate case, it will be necessary to enter into an agreement with the Triplett, Woolf & Garretson Law Firm in an amount not to exceed \$40,000. The district has used the Triplett Woolf & Garretson Law Firm in the last two rate cases to provide legal services. The district will also enter into an agreement with Brubaker & Associates, Inc., to provide expert testimony in an amount not to exceed \$40,000. The district has also used Brubaker & Associates, Inc., in the last two rate cases. The district will also enter into an agreement with KASB, in which KASB agrees to pay half the cost of the law firm's fees and half the cost of the expert testimony, not to exceed a total amount of \$40,000. The law firm will represent KASB, and the expert will provide expert testimony for KASB.

Recommendation: It is recommended the Board approve agreements with the Triplett, Woolf & Garretson Law Firm, Brubaker & Associates, Inc., and the Kansas Association of School Boards agreements as outlined above.

4. Asbestos Consultant Contract Renewal

Contact(s): Tim Phares, Julie Hedrick
Funding Source: Capital Outlay
2015-16 Budget

Purpose: On June 9, 2014, the Board approved a contract renewal with Precision Environmental Group, Inc., for consultation on asbestos projects and to provide air monitoring and analytical services required under the Asbestos Hazard Emergency Response Act (AHERA). While significant quantities of asbestos were removed during recent school bond projects, current construction and renovation activities require continued support from an asbestos consultant for asbestos abatement projects and to provide analytical services for asbestos air clearances.

Recommendation: It is recommended that the Board renew the contract with Precision Environmental Group, Inc., in the amount of \$50,000 for asbestos consulting services and air monitoring for asbestos removal and maintenance projects for the 2015-16 school year.

5. Engineering Services for the Athletic Fields for the New Southeast High School

Contact(s): Julie Hedrick
Funding Source: Capital Outlay CIP #1516-1853
2015-16 Budget

Purpose: The 2015-16 Capital Outlay Fund includes monies to support the 2008 Bond Issue. The district received Engineering Statement of Qualifications (SOQs) from two engineering firms for land survey, engineering, and design for ADA compliance, irrigation, electrical, and structural engineering for the tennis courts, track and fields, baseball fields, and softball fields.

Recommendation: It is recommended that the Board enter into a contract with Schwab-Eaton, P.A., in the amount of \$84,000, which includes a consulting fee of \$81,000 plus \$3,000 for allowable reimbursable expenses to provide the consulting and engineering services for the athletic fields at the New Southeast High School.

6. Interim Healthcare of Wichita

Appendix 10

Contact(s): Neil Guthrie, Fabian Armendariz, Darren Muci
Funding Source: Special Education
2015-16 Budget

Purpose: In order to comply with the Individuals with Disabilities Education Act and state guidelines, K.S.A. 72-961, for mandated services, USD 259 proposes to enter into a contractual agreement with Interim Healthcare of Wichita to provide Health Services as a Special Education Related Service for students who cannot be transported safely without the support of nursing services. This is a required service for selected students. The amount is not to exceed \$330,000. This contract runs from July 1, 2015 to June 30, 2016.

Recommendation: It is recommended the Board authorize the district to enter into an agreement with Interim Healthcare of Wichita, Inc. during the 2015-16 school year to provide Special Education Health Services, not to exceed a cost of \$330,000, to be funded by Special Education.

7. Parent and Community Support Annual Report: 2014-15

Contact(s): Alisa Alexander-Fulton, Wendy Johnson
Funding Source: NA

Purpose: In compliance with BOE Policy 2200 – Parent and Community Support Network, an annual report must be submitted to the Board of Education after the end of each school year. The Board has received the report in a separate document.

Recommendation: This item is presented for informational purposes; no action is required.

8. Student Assessment and Evaluation Services

Contact(s): John Allison

Funding Source: General Fund, Special Education

2015-16 Budget

Purpose: This item provides the renewal of an agreement with Consultant Robert Winkler, a recognized authority on matters related to assessment and evaluation

Recommendation: It is recommended the Board approve the renewal of an agreement with Consultant Robert Winkler to provide services related to assessment and evaluation services during the 2015-16 fiscal year for an amount not to exceed \$60,000.

9. KSHSAA Membership and Insurance

[Appendix 11](#)

Contact(s): J. Means, Shannon Krysl, Angela Blake

Funding Source: 08 Fund Supplemental General Fund and 57 Fund Athletic Activities Fund

2015-16 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 2015-16 fiscal year and to authorize each high school to pay a fee of \$200 and each middle school to pay a fee of \$65 from the Athletic Activities Fund, 57 Fund, directly to KSHSAA.

10. Flexible Spending Plan

[Appendix 12](#)

Contact(s): Shannon Krysl, Angela Blake

Funding Source: Fund 96

2015-16 Budget

Purpose: Application Software, Inc., (ASI) was approved on July 24, 2000 as flex spending claims administrator for 2000-01 through 2004-05, subject to annual Board approval. On June 13, 2005, ASI's contract was extended subject to annual Board approval.

Recommendation: It is recommended the Board approve renewal of the contract for the 2015-16 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.

11. Supplemental Life Insurance

Contact(s): Shannon Krysl, Angela Blake
Funding Source: Fund 98, Payroll Deduction Fund
2015-16 Plan Year

Purpose: 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. On March 15, 2002, a RFP was sent to approximately 150 brokers and insurance companies. The Guardian Life Insurance Company (Lehigh Valley, PA) was selected through its broker SS&G, Inc., in Wichita. Currently, 672 employees take advantage of this program. Current premium rates being paid by the employees are guaranteed until July 1, 2018.

Recommendation: It is recommended the Board authorize the district to continue this voluntary contribution life insurance plan through The Guardian Insurance Company and its agent SS&G, Inc., for the 2015-16 fiscal year.

12. Group Term Life Insurance

Appendix 13

Contact(s): Shannon Krysl, Angela Blake
Funding Source: Fund 08 (Supplemental General Fund)
2015-16 Budget Year

Purpose: On June 4, 2001, the Board approved the low responsible proposal to provide Group Term Life Insurance for the district by Standard Insurance Company (Portland, OR) subject to annual Board approval. Standard Insurance Company increased the rate for the 2007-08 fiscal year to 0.19 per \$1,000 of coverage and has guaranteed the rate of 0.19 per \$1,000 of coverage through 07/01/2017

Insurance Management Associates of Kansas (IMA) is the Agent of Record for this coverage. IMA agreed to provide brokerage services for a flat annual fee of \$2,500 per year in lieu of commission.

Recommendation: It is recommended the Board approve the purchase of group term life insurance from Standard Insurance Company at a cost not to exceed \$555,000 for premiums for the 2015-16 fiscal year. It is further recommended the Board authorize the Administration to pay a \$2,500 annual fee to Insurance Management Associates for life insurance brokerage services for the 2015-16 fiscal year.

13. Employee Assistance Program (EAP)

Contact(s): Shannon Krysl, Angela Blake
Funding Source: Fund 08 Supplemental General Fund
2015-16 Budget

Purpose: To improve employee productivity and lower costs to the health plan, the district will contract for the services of New Directions to provide employee assistance programs. Management services include management referrals for poor work performance, alcohol and/or drug use, plus educational seminars on request. Employee services include: emergency counseling for marital and family relationships; alcohol and drug use; emotional and social concerns; financial and legal matters; and short-term counseling.

As part of the health, dental, and pharmacy RFP, we requested bids on EAP Services. We received bids from New Directions and EMPAC. New Directions was selected because of the availability of over 20 counselors, all of whom are certified Department of Transportation (DOT) and Substance Abuse Professionals (SAP), a dedicated account manager, same day appointments for mandatory referrals, comprehensive full service Web access, phone consultations, and over 10 locations.

Recommendation: It is recommended that the Board approve an amount not to exceed \$140,000 to purchase employee assistance program services from New Directions for the 2015-16 fiscal year.

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

Contact(s): Shannon Krysl, Angela Blake, Melanie Asmussen
Funding Source: 08 Fund Supplemental General Fund
2015-16 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), and drug testing for cause due to "reasonable suspicion" that the employee is under the influence or impaired. It also provides Hepatitis shots for employees in "at-risk" positions or after exposure.

Recommendation: It is recommended that the Board approve an amount not to exceed \$107,000 pre- and post-employment testing and Hepatitis shots for employees in "at-risk" positions or after exposure for the 2015-16 fiscal year.

15. Special Liability Expenses Fund

Contact(s): Shannon Krysl, Jim Freeman
Funding Source: Fund 42, Special Liability Expenses Fund
2015-16 Budget

Purpose: KSA 72-8248, 2000 Supp., 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 2015-16 fiscal year from Fund 42 in an aggregate amount not to exceed \$1,000,000.

16. Self-Funded Insurance Reserve

Appendix 14

Contact(s): Shannon Krysl, Angela Blake

Funding Source: Fund 47 – Self-Funded Insurance Reserve Fund
2015-16 Budget

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

Recommendation: It is recommended that the Board authorize the Administration to fund an amount for self-funded insurance programs in the 47 Fund in an amount not to exceed \$4,500,000 for the 2015-16 fiscal year. This does not include the Health, Pharmacy, and Dental Benefit Plan item in this BOE Agenda.

17. Workers Compensation Reserve Fund

Appendix 15

Contact(s): Shannon Krysl, Angela Blake

Funding Source: Fund 52 – Workers Compensation reserve Fund
2015-16 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. KSA 44-505(e) 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.

Recommendation: It is recommended that the Board authorize the Administration to expend up to \$3,200,000 from the Workers Compensation Reserve Fund for the 2015-16 fiscal year to pay workers compensation claims and claims expenses necessary to administer the district's self-insured workers compensation program, and to comply with the Kansas state law requirements for self-funded plans.

18. Property and Casualty Insurance

Appendix 16

Contact(s): Shannon Krysl, Angela Blake
Funding Source: 08 Fund, General Fund
2015-16 Budget

Purpose: Since 1992, the district's property and casualty insurance program has assumed a large self-insured retention in order to manage costs. To keep the insurance premiums reasonable, losses due to hail and wind have a \$500,000 deductible, and there is a \$250,000 deductible for all other perils and losses.

The district's insurance broker, USI, has marketed our coverage to the large carriers and has advised that due to an increase in the statement of values along with hail and fire loss, the All Lines Aggregate premium will increase approximately 8%. Due to a 5% increase in property values, we expect an increase of approximately 12.5% for our Excess Property Insurance and a 5% increase in our Terrorism Insurance.

Recommendation: It is recommended that the Board authorize the expenditure from Fund 08, the supplemental general fund, an amount not to exceed \$2,200,000 for the purchase of property and casualty insurance for the period of July 1, 2015 through June 30, 2016. This will account for new property values from the bond coming onto the policy prior to July 1, 2016. It is further recommended that the Board approve payment from Fund 08 of \$80,000 to USI for its fee in the placement of these insurance policies and any related services performed during fiscal year 2015-16.

19. Builders Risk Insurance

Contact(s): Shannon Krysl, Angela Blake
Funding Source: 08 General Fund
2015-16 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, USI, through the Travelers and Hartford Insurance Companies. Projects are reported monthly, so the premium is paid only for those locations that are active.

Recommendation: It is recommended that the Board authorize an expenditure of up to \$100,000 for Builders Risk Insurance for the fiscal year 2015-16.

The Travelers Property Casualty Company of America policy covers these buildings:

- OK Elementary Addition, 1607 N. West St.
- Hamilton Middle School, 1407 S. Broadway
- Northwest High, 1220 N. Tyler
- Caldwell Elementary, 1441 S. Edgemoor
- Woodland Elementary, 1705 Salina
- West High-GraceMed Clinic, 820 S. Osage
- McLean Elementary, 2277 Marigold Lane
- Brooks Middle School, 3802 E. 27th St. N.
- Curtis Middle School, 1031 S. Edgemoor

The Hartford Fire Insurance Company policy covers:

- New Southeast High School, 2641 S. 127th St. E.

20. Student Accident Insurance: Voluntary/Latchkey

Contact(s): Shannon Krysl, Angela Blake
Funding Source: 08 General Fund
2015-16 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 2015-16.

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.

21. Charter Bus Service Extension

Appendix 17

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)
2015-16 Budget

Purpose: This item requests funding approval for bus services used primarily for district-sanctioned activity trips, including athletics.

Recommendation: It is recommended that a one (1) year extension of charter bus services be approved to Overland Charters, D. Rockey Holdings dba Prestige Transportation Systems, Inc., Village Charters, Inc., and Elite Tours and Charters, all of Wichita, KS, in the estimated total amount of \$225,000, for charter bus rentals for all district needs during the 2015-16 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, 2015 through June 30, 2016.

VIII. Bond – None submitted.

IX. Policy – None submitted.

X. Operations

A. Health, Pharmacy, and Dental Benefit Plan

Appendix 18

Contact(s): Shannon Krysl, Angela Blake
Funding Source: 47 Fund – Self-Funded Health Plan Reserve
2015-16 Budget

Purpose: A committee of 12 district stakeholders, comprised of teachers appointed by the UTW, classified staff appointed by the SEIU, principals, and district administrators worked with USI, a benefit consulting company, to prepare a Request for Proposals and to review proposals submitted from Third Party Administrators.

The district received proposals from Third Party Administrators/Carriers to the initial medical/dental/pharmacy Request for Proposal, as follows:

- Aetna (formerly Coventry Health Care of Kansas), BlueCross/Blue Shield of Kansas, United Healthcare, BAS Health, EBMS, and ABS submitted bids on medical/and pharmacy.
- Delta Dental, Blue Cross, and MetLife submitted proposals on the dental plan.
- Maxor, Optum, and Ventegra, pharmacy benefit managers, submitted proposals on pharmacy.

Three finalists were selected to present on their medical and pharmacy proposals. One finalist was selected to present on the dental proposal. After the finalist presentations, the committee requested further information and analysis by the consultant/experts on the pharmacy proposals.

On May 12, 2015, after review of the analysis, a motion was made to recommend Aetna as the Third Party Administrator for medical and Maxor as the Pharmacy Benefit Manager for pharmacy; the motion was seconded and passed unanimously by the committee. Delta Dental, as the only finalist on dental, was selected as the Third Party Administrator for the dental plan by unanimous vote.

In November 2012, the Board approved Discovery Benefits as the COBRA administrator for the district's Health Plan.

Recommendation: For the 2015-16 fiscal year, it is recommended that the Board authorize Aetna (formerly Coventry Health Care of Kansas) to administer the district's self-funded health plan and Maxor to administer the self-funded pharmacy benefit plan. For the 2015-16 fiscal year, it is recommended that the Board authorize Delta Dental of Kansas to administer the district's self-funded dental plan. For the 2015-16 fiscal year, it is recommended that the Board continue to authorize Kroger Pharmacy to administer the diabetes coaching pilot. For the 2015-16 fiscal year, it is recommended that the Board continue to authorize Discovery Benefits, Inc., to be the district's COBRA administrator for a fee not to exceed \$35,000 per year. It is also recommended that Worxtime, LLC be retained to track eligibility and prepare and file the IRS forms 6055 and 6056 for Affordable Care Act compliance for the 2015 health plan year at a cost not to exceed \$75,000 for the 2015-16 fiscal year.

It is further recommended that the Board authorize the Employee Benefits office to prepare for the implementation of the self-funded health and pharmacy benefit plan on January 1, 2016, at the current funding level for the health, pharmacy, and dental benefit plan not to exceed the sum of \$66,500,000. Employee Benefits office may return to the Board at a later date for further authorization of funding levels and premium contributions pending the outcome of employee negotiations. It is further recommended that the Board authorize up to \$150,000 of the Health Plan budget to cover costs for RFP Consulting, benefits consulting, actuarial, and expenses related to medical plan options for employees.

XI. Finance

A. Adoption of the Amended 2014-15 Capital Outlay Budget

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

Funding Source: N/A

2014-15 Budget

Purpose: This item provides for the adoption of the amended 2014-15 Capital Outlay budget.

Recommendation: It is recommended the Board adopt the amendments to the 2014-15 Capital Outlay Budget, as provided in [Appendix 1](#).

B. 2014-15 Budget

[Appendix 19](#)

Contact(s): Jim Freeman, Dee Grunder

Funding Source: N/A

2014-15 Budget

Purpose: Administration will update the Board on the closeout of the 2014-15 budget.

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

C. 2015-16 Budget Report and Legislative Update

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

Funding Source: N/A

2015-16 Budget

Purpose: Administration will update the Board on recent activity from the Capitol regarding school finance and its impact on the district's 2015-16 budget.

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

XII. 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;
- 4. Matters relating to actions adversely or favorably affecting a person as a student;

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

- E. Reconvene
 - 1. Appeal Hearing: Case 4

Purpose: On Tuesday, June 16, 2015 at noon, an appeal hearing was held regarding an 11th grade student from Heights High School.

Recommendation: A recommendation will be presented at the Board table.

- F. Adjournment