

MINUTES OF THE SPECIAL BOARD MEETING – March 26, 2020

The special Board meeting was called to order on the above date at 7:00 P.M. by Board President Cale Rieger, in a virtual online meeting setting with all members present. There were also six patrons in the online audience to observe and listen.

Board President, Cale Rieger, reminded patrons that they would not be able to make any comments at this meeting, but were encouraged to stay online and listen to the continuing education plan.

Dustin Andrist made a motion to approve the agenda; seconded by J.W. Milliken and carried.

New Business: Superintendent Penka presented to the Board the Waiver Application, Assurance Document, and Continuous Learning Plan put together by the administration and recommendations from the Kansas Department of Education. This was all necessary as a result of COVID-19 and the closing of all Kansas school buildings. A copy of such plan is attached.

After review and discussion, J. W. Milliken made a motion to accept the learning plan; seconded by Dustin Andrist and carried.

At 7:44 P.M., Danielle McAtee made a motion to adjourn the meeting; seconded by Dustin Andrist and carried.

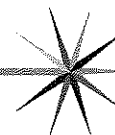
The next Board of Education meeting is scheduled for April 9, 2020 at 7:00 A.M. in the Administration Office. If the location and/or time changes, notifications will be sent out.

CLERK

DATE

BOARD PRESIDENT

Waiver Application Packet



As a result of COVID-19 and the closing of school buildings, school districts must submit an application to waive 2019-2020 attendance requirements in order to receive exemption from KSA 72-3115. (1,116 attendance hours for all students and 1,086 attendance hours for high school seniors)

To apply for the waiver, you must complete and submit by April 8th the following items contained within this document:

1. Waiver Application
2. Assurances Document
3. Continuous Learning Plan Application

All required documents must be emailed as a single package to CLPlan@ksde.org by Wednesday, April 8, 2020.

Please direct questions to the following:

- Waiver Application: ddennis@ksde.org
- Plan for Continuous Learning: mmiller@ksde.org

To access Continuous Learning guidance documents and resources, visit: <https://sites.google.com/ksde.org/kansascontinuouslearning2020/home>

Application to Waive 2019-2020 Attendance Requirements



Date 03/30/2020

School District Name Saint Francis Community Schools USD 297

Superintendent name Mark Penka

Board President name: Cale Rieger

1. Who closed your schools? (Check all applicable)

- County Health Department
- Secretary of Health and Environment
- Governor
- Military Base Commander

2. How many hours was your school district open during the 2019-20 school year?

906.50 hours

3. How many hours are you requesting be waived from school term of 1,116 hours for the 2019-20 school year?

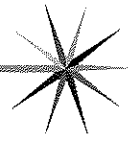
209.5 hours

NOTE

A continuous learning plan must be submitted as part of this waiver request in order to receive approval.

All required documents must be emailed as a single package to CLPlan@ksde.org by Wednesday, April 8, 2020.

Assurances Document



Date 3/30/2020

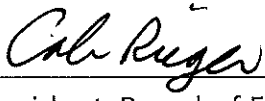
School District Name Saint Francis Community School USD 297

This assurances document needs to be returned to KSDE with your request to waive attendance requirements and your continuous learning plan no later than Wednesday April 8, 2020, to indicate that the district will adopt a plan to ensure continuous learning for all students through the remainder of the 2019-2020 school year.


USD 297 hereby assures the Kansas State Board of Education it will follow the requirements for a Continuous Learning Plan for the remainder of the 2019-2020 school year:

1. USD 297 assures the State Board that it will develop a continuous learning plan that will meet the Kansas requirement for a waiver of the minimum requirement of 1,116 hours of school.
2. USD 297 assures the State Board that it will pay all current hourly employees during the balance of the 2019-2020 school year based on the plan developed and approved by the local Board of Education.
3. USD 297 assures the State Board that it will send the Continuous Learning Plan to the Kansas State Department of Education on or before April 8, 2020.
4. USD 297 assures the State Board that it will enroll all new students according to the state statute and the school district's enrollment policies and provide an educational plan for all new students for the duration of the 2019-2020 school year.
5. USD 297 assures the State Board that it will apply a health and safety policy limiting the opportunity for students, staff and families to be exposed to potential pathogens that could lead to illness.

All required documents must be emailed as a single package to CLPlan@ksde.org by Wednesday, April 8, 2020.



President, Board of Education

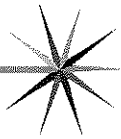


Superintendent of Schools

Please print this document and sign.

Continuous Learning Plan Application

Date 03/30/2020



School District Name Saint Francis Community Schools USD 297

Academic Support

Briefly describe the Professional Development plan for Continuous Learning.

Teachers are being asked to be able to work with students in an online capacity. In doing so, teachers are being taught a variety of online learning platforms. We have shown walkthrough videos on how to operate the following: Google Classroom, Screencast o'Matic, Zoom, Google Hangouts, Discovery Ed, Seesaw, etc.

Teachers are collaborating daily on different ideas on how best to reach their students. In doing so, teachers are reading books online to their students, planning online meetings to meet with students in whole group and setting up office hours to be able to assist students with their studies. Teachers are sharing these ideas and how to implement the technology with each other.

Please describe how you will ensure continuous learning is available for every student.

Every student will be given the opportunity to have continuous learning throughout the remainder of the school year. Teachers will be giving lessons online and students have the option of getting a paper packet or online learning through google classrooms, hangouts or other online learning platforms.

Will online learning be used?

Yes, students will have the option of either online learning or a paper packet.

If so, is tech support available for families and teachers?

Yes, we have a technology director to be able to assist both parents and teachers. Additionally the administration all feel very competent in their technological skills to be able to answer most questions.

All required documents must be emailed as a single package to CLPlan@ksde.org by Wednesday, April 8, 2020.

If so, how will you ensure that all students have adequate access to devices and internet?

A survey was sent to all parents in the community. Those that did not respond were called and some of the questions that were asked were as follows: Do you have internet access? How confident do you feel in assisting your student in technology? Do you have your own devices, and if so, do they share those devices?

For students who did not have devices, the school provided Chromebooks. We are offering technological assistance with the student and if a parent does not have internet or do not feel comfortable with their student doing online learning, we are providing them with paper packets to be able to complete.

Please describe additional measures you will take to support students with disabilities, and students served under Title Programs (ELL, Migrant, etc.).

All of the information that is being shared with families is being shared with our Special Education Directors. They are looking at the material and scheduling time with the students to be able to meet with them virtually to provide services with each student for the allotment of time listed in their IEP.

How will teachers check-in with students?

Teachers will check in virtually or by phone at least twice a week to help answer any questions that students may have. Some will use Google Classrooms, Facebook, or email to reach the students. The district has a log where teachers have to list who they contacted, for how long, topic discussed, and how frequent for all their students. This way administration is able to keep track.

Describe your plans for continued Career and Technical Education.

Students were issued a computer from the school to be able to work on the program from home. Our technology director was able to install the program on all of the computers. Students will still be expected to work on the projects from their homes. They will also upload videos of projects that are assigned to them.

Do you have a plan in place to address graduation for seniors?

Our top option now is to see if we are able to postpone it into the summer. If this is not an option, we are considering alternate options of possibly having the students drive down the streets and then driving through the school drive where they will be given their diploma. Nothing has been decided at this time.

Social and Emotional Supports

How will you utilize counselors and social workers?

Our district does not have social workers, but we do have a school counselor. She has been tasked with reaching out to the students that she typically would see during the school week and also keeping herself available to call or meet virtually with any of the students.

How will you support students' social-emotional needs?

Teachers will be having regular contact with students to try to help meet the needs of the students. The local health department has shared numerous resources with the community that they can take advantage of as well. Additionally, the school counselor will schedule meetings with the students virtually and remain available to the entire student bodies.

How will you engage families and caregivers in supporting the social-emotional needs of their children?

Our local health department has been working with the school and is sharing information with parents to help with this. Many flyers, numbers, and lists of people that they can talk to help them through this difficult time.

Family Community Communication

How will you keep families informed?

The school is utilizing Facebook, Remind, Indian News, and the school webpage to get information out to the community.

How will you collect feedback from families?

The school sent out a google form to request feedback from the families and those that did not reply, we had school officials individually call the community members to get their feedback.

How will you evaluate the validity of the feedback and respond?

We have a team consisting of administration and teachers that is breaking the data down and sharing it with board of education members, teachers, and staff.

How will you support families and caregivers as they facilitate learning at home?

We are strongly emphasizing patience with parents/guardians. This is new for us all and something that we are trying to all work together to get through this, but we have to make sure that we are patient with the parents and take the time to listen to their concerns.

Other

How will you reflect, monitor & evaluate the effectiveness of the implementation of this plan and the results?

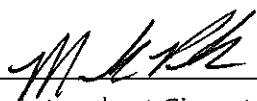
Our district's main priority is to keep the children safe. By not allowing face to face communication with any of our students and staff, we feel this is the best way to obtain this goal.

Our next goal is to try and provide the best education we can for our students while maintaining the regulations set forth by the governor and KDHE. With the options that we are giving the students to further their education, we think that this is the best option for our students. Nothing is as effective as having a teacher in the classroom teaching a room full of children, but our district has met as a team to collaborate on our ideas and will move forward with the plan that we felt was best for the students.

We will continue to monitor the effectiveness of our plan and make pivots in the plan as we progress. This is a continuous plan that will continue to evolve as we move forward.

Please describe the measures you will take in collaboration with your local county health department to protect the health and safety of students, staff and families.

Administration has been in constant contact with our local county health department. Not allowing students in the building was a recommendation that came from them. We were planning on having students come into the Jr/Sr high school to collect their things, but that changed after speaking with them. We settled on doing a Grab n' Go pickup. A lot of the information that we are sharing through our media sources are recommendations from the local county health department. We are also having weekly meetings with the county health nurse to make sure that we are working together during this uncertain time.



Superintendent Signature

3/26/2020
Date

Carl Rieger
Board of Education President Signature

3/26/2020
Date

Please print this document and sign.

Please direct questions to the following:
Plan for Continuous Learning: mmiller@ksde.org