

Minutes of the Regular Board Meeting – October 8, 2020

The meeting was called to order by President Cale Rieger in the administrative office on the above date at 7:00 a.m. with everyone present.

Troy Hilt made a motion to approve the agenda; the motion was seconded by Shawna Blanka and carried.

There were no audiences.

Items on the Consent Calendar were next considered. Following review of these items, Chris Hingst moved, Dustin Andrist seconded, and it carried to approve the consent calendar, including the following items: 1) the minutes of the regular Board meeting on September 10, 2020. 2) The list of bills being paid on direct deposit slips numbering 0919001-0919071 and on checks numbering 11676-11689 on BANKWEST in the amount of \$211,243.37 and checks numbering 14686-14748 on First National Bank totaling \$124,744.54 for a grand total of \$335,987.91. 3) The Cash Summary Report including the Grade School Activity Fund Report, and the High School Activity Fund Report - all as of September 30, 2020. 4) Gift offers: Live Well Grant from The Cheyenne County Hospital for \$3,000.00; SPARK Grant in the amount of \$43,325.00 for Covid Cares Act Direct Aid, and SPARK Grant in the amount of \$5,430.67 for Covid Cares Act reimbursements.

There were no committee reports.

Under Old Business David Morrow discussed with the board the continuation of using Indian News. After visiting with coaches and other school personnel it is the feeling to no longer use Indian News. There are a number of other social media outlets that are available to the public; i.e. REMIND and FACEBOOK postings.

The board received a summary of the official enrollment on September 21, 2020. Official 2020-2021 FTE enrollment in USD 297 is 268.8, which is an increase of 4 from the 2019-2020 FTE enrollment (264.8).

The board also received a summary of the KSHSAA Classifications for activities in 2020-2021. St. Francis is a Class 1A 8-Player Division II school in the KSHSAA Classifications, with an enrollment of 69 students in grades 9, 10, 11, and 12.

The board and administration briefly reviewed the Audit Report for FY 2020 (and the accompanying management letter and governance letter) that had been completed by Adams, Brown, Beran & Ball. There will be a second review of the audit at the November Board meeting for final approval.

Next, Superintendent Penka reported that we have two contract amendments to approve for additional college hours for Ben Lacy and Susan Dinkel. Chris Hingst moved to approve the contract amendments; motion was seconded by Troy Hilt and carried.

Next, Superintendent Penka requested a 5-minute executive session. Shawna Blanka made the following motion: Mr. President, I move that the board recess into executive session to discuss

individual staff members in order to protect their privacy pursuant to the non-elected personnel exception under Kansas Open Meeting Act. The meeting will resume at 7:49 A.M. The motion was seconded by J.W. Milliken and carried. At 7:49 A.M. the regular meeting resumed; no decisions being made.

Superintendent Penka discussed the possibility of increasing the base salary rate by \$1,000 and then that would be an increase of 2.35% for non-licensed personnel. Danielle McAtee made a motion to approve the pay increase, seconded by Troy Hilt, and passed. This will be effective with the November payroll.

Next under New Business the board discussed implementing a Modified Quarantine Plan (Plan attached). This would allow students who have been quarantined due to exposure outside their home to return to school under strict safety rules. Chris Hingst made a motion to accept the plan, seconded by Dustin Andrist. There were five votes to approve the plan, two non-votes – motion carried.

Superintendent Penka reported that KESA – KSDE will not require that schools have two outside validation team meetings this school year. USD 297 will still have the Year 3 accreditation meeting on October 23rd, but we will wait until the 2021-2022 school year to have our Year 4 accreditation meeting instead of this spring.

The next Board of Education meeting will be held on November 12, 2020, at 7:00 a.m.

At 8:45 a.m., Troy Hilt moved that the meeting adjourn; the motion was seconded by Chris Hingst and carried.

CLERK

DATE

BOARD PRESIDENT

Saint Francis Public Schools Modified Quarantine Procedures

This guide specifically addresses requirements around maintaining continuity of learning in the situation where students and staff in a classroom are exposed to COVID-19; namely the modified quarantine requirements for close contacts of a case. What this modified quarantine allows is the ability for all students and staff in the exposed classroom to continue physically attending school during their quarantine period. As the numbers in Cheyenne County have remained low and extracurricular activities are important to the overall health of our students and staff, we are also allowing for participation in those activities. This guide will be updated to reflect the current activity of the virus in our county and are subject to change at any time to protect the health of Cheyenne County and USD 297 Staff and Students.

Background:

COVID-19 is a respiratory disease caused by a coronavirus (SARS-CoV-2) which spreads primarily through droplets generated when an infected person coughs or sneezes, or through droplets of saliva or discharge from the nose. Studies show that asymptomatic people and people in the pre-symptomatic phase (2-3 days before symptoms begin) can also be a source of infection.

The most common symptoms of COVID-19 are fever and lower respiratory symptoms including coughing, shortness of breath, or difficulty breathing. However, there are many other symptoms that may be associated with COVID-19 including chills, fatigue, muscle aches or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. The elderly and people with underlying medical problems such as high blood pressure, heart problems or diabetes, or chronic respiratory conditions, are at a greater risk of serious illness from COVID-19.

Schools are an important part of the infrastructure of communities, as they provide safe, supportive learning environments for students, employ teachers and other staff and enable parents, guardians, and caregivers to work. The unique and critical role that schools play makes them a priority for opening and remaining open, enabling students to receive academic instruction and support as well as critical services.

Current Isolation and Quarantine Requirements:

A Person Under Investigation (PUI) is suspected of having COVID-19 disease. A person who is being tested for COVID-19 is required to be in isolation until test results are received. Possible outcomes of the test result include:

- 1) If the test result is positive, then the person becomes a case or
- 2) If the test result is negative and the person has a known exposure, then the person must finish their 14-day quarantine, or
- 3) If the test result is negative and there was no known exposure, then the person is released from isolation.

Symptomatic cases are released from isolation 10 days after symptom onset or 72 hours fever free without the use of medication and significant improvement in symptoms, whichever is longer. Meaning, symptomatic cases are in isolation for a minimum of 10 days. Asymptomatic cases are released from isolation 10 days after their positive

sample was collected, as long as they remain asymptomatic. If they become symptomatic during the 10 days, then they would begin a new isolation period using the criteria for symptomatic cases.

Close contacts of a confirmed case are in quarantine for 14 days after their last contact with a case while the case was infectious. A symptomatic case is considered infectious starting two days before the onset of their first symptom until they are released from isolation. An asymptomatic case is considered infectious starting two days before the date their positive sample was collected until they are released from isolation.

Defining A Close Contact:

Close contact is someone who has been within 6 feet of a case for 10 minutes or more or had direct contact with bodily secretions (for example, being coughed or sneezed on). Any students or staff that maintained a 6-foot distance from the positive case would not be considered close contacts and would therefore not be subject to the 14-day quarantine period.

If the positive case, or close contacts, or both, always wore cloth facemasks this reduces the risk of developing COVID-19 disease. However, the use of cloth facemasks does not eliminate the risk completely; therefore, close contacts would still be subject to a 14-day quarantine. Any close contacts that wore appropriate PPE, either a fit-tested N95 mask with protective eyewear or a surgical mask with a face shield, would not be considered close contacts.

The time for close contact tracing includes any day(s) the positive student or staff attended school and the preceding 48 hours prior to symptom onset (symptomatic cases) or the preceding 48 hours prior to sample collection (asymptomatic cases).

Modified Quarantine Requirements:

These modified quarantine requirements are contingent on the close contacts of a case remaining asymptomatic. Students and staff who have had exposure but remain asymptomatic should adhere to the following practices prior to and during the school day:

- **Parental Choice:** Parents who are not comfortable with sending their children to modified quarantine have the option of keeping their kids at home in regular quarantine.
- **Transportation:** The school will transport neither students nor staff on modified quarantine to school and school activities. Parents will be responsible for transportation to and from.
- **Arrival and dismissal times:** Students and staff on modified quarantine may arrive at and leave school among the other students, but both parties are required to wear a mask. At the Jr/Sr high school students will report directly to the modified quarantine room and not mingle with other students before the school day begins. Staff will be able to stay in the classroom but will be required to social distance at all times. Elementary students will remain in their general classrooms and be mandated to wear masks, socially distance when applicable, and take part in all school activities, excluding choir, unless they become symptomatic.
- **Pre-screen:** Modified quarantine students and staff will undergo pre-screening by the school. We also ask that parents/guardians also monitor for symptoms at home. The symptom checklist will be used to properly screen students. Notify the school administration of any symptoms that develop and stay home.
- **Medical check-in:** Modified quarantine students and staff will be checked on periodically by school

administration or other designated employees. If the quarantined student or staff becomes sick during the day, they will be sent home immediately. Surfaces in their workspace will be cleaned and disinfected on a daily basis. Anyone who develops symptoms consistent with COVID-19 during the quarantine period should notify the school administration and be picked up from school. Families will be encouraged to contact the county health department.

- **Wear a mask:** Modified quarantine students and staff must always wear a facemask/face covering while in the school. Refusal to wear a mask will result in the staff member or the student being sent home for regular quarantine. Students who have a medical exemption from wearing a mask are still required to wear a face-covering while in modified quarantine.
- **Physical separation:** When able, modified quarantine students and staff should be physically separated from the general school population through groupings, classroom arrangements, and assigned seating as directed by the school administration. At the Junior/Senior High School, the “Old Art/Wrestling Room” would be used to separate modified quarantine students from the general student population. Elementary students will remain in their general classrooms and be mandated to wear masks, socially distance when applicable, and take part in all school activities, excluding choir, unless they become symptomatic.
- **Bathrooms:** Modified quarantine students and staff may be directed to a designated bathroom by staff. As this is often not feasible, school staff will be increasing cleaning times and all students and staff are encouraged to continue good hand washing and appropriate hygiene. Students in modified quarantine at the elementary building will continue to use the normal bathrooms while wearing face coverings.
- **Lunch:** Modified quarantine students and staff may be directed to a designated lunch location/area by staff. The Jr/Sr high students and staff will eat lunch in the modified quarantine room. The elementary school will continue to have lunch in the cafeteria, but the modified quarantined students will have their own tables.
- **School activities:** Modified quarantine students and staff may participate in activities but will be required to wear a mask. They will not be required to wear a mask during vigorous physical activity or if able to maintain 6 feet of distance from others and are outdoors. While students are in modified quarantine, they will be required to wear face coverings during elementary PE and recess. Modified quarantined students at the elementary school will not be attending music.
- **Outside of school:** Modified quarantine students and staff may still participate in outside activities at this time. It is advised that those in modified quarantine respect that they may be asymptomatic carriers and to wear masks whenever they are unable to maintain 6 feet distance or are indoors. It would also be advised to avoid contact with family members or others who are vulnerable to serious diseases such as the elderly or immunocompromised.

Required Cleaning/Disinfection/Sanitation

- Disinfect high-touch surfaces in the classroom with products meeting Environmental Protection Agency (EPA) criteria for use against SARS-CoV-2 and used according to the manufacturer’s instructions.
- If materials are used by multiple people – disinfect between shared use.
- Conduct targeted and more frequent cleaning of high-touch surfaces of shared spaces (e.g., tables and chairs, railings, door handles).