



**BOARD OF EDUCATION MEETING AGENDA**

**SPECIAL BOARD MEETING**

September 3, 2021 • 4:30 PM

Administrative Center

- 1. CALL TO ORDER/ROLL CALL**
- 2. ADOPTION OF AGENDA**
- 3. ROUTINE ACTION**
  - A. Citizens/Community Presentations Before the Board
    1. Patrons
- 4. REPORTS**
  - A. Resignation and Board Vacancy Process (Heather Bohaty)
  - B. COVID-19 and District Guidance (Heather Bohaty)



September 1, 2021

TO: Board of Education

FROM: Heather Bohaty, Superintendent

SUBJECT: Resignation and Board Vacancy Process

We received a resignation notice from Mark Tillison on Friday, August 20, 2021. Due to the Board vacancy created by this recent resignation, we would propose two options for the board to consider: to fill the vacancy or to not fill the vacancy.

If the board does **not fill** the vacancy, the Board of Education would have six members until after November elections take place and the newly elected board members take office the first meeting in January 2022.

Should the board choose to **fill** the vacancy, this newly appointed board member would only serve for board meetings (October 25, November 8, November 22, and December 13) following an appointment process detailed below, which mirrors the district process for previous vacancies.

We would ask for approval of one of these options at the September 3, 2021 Special Board meeting, to fill or to not fill the board vacancy created by Mark Tillison's resignation.



---

### **Board Vacancy Process September 2021**

1. Utilize the attached application.
2. Publish a notice in September 8, 2021 edition of the Informer stating: “The Board will fill the vacancy by appointment not sooner than 15 days after publication.”
3. Have the applications due by October 8, 2021.
4. In addition to the written responses each of the candidates would attend the October 11, 2021 Board of Education meeting and respond to the following question: What would you like to see as priorities of the Board of Education of the Derby Public Schools over the next three to five years?
5. During the action portion of the October 11, 2021 meeting you could vote to fill the vacancy. The action would be to appoint the candidate to fill the unfilled position until the first board meeting in January 2022.
6. Have the successful candidate begin serving at the October 25, 2021 meeting if required paperwork is completed (Oath of Office).



---

**Notice of Vacancy  
Board of Education  
Derby Public Schools**

September 2021

The Derby Public Schools is seeking applications for an open Board of Education position created by a recent resignation. In order to be eligible, you must live within the Derby Public School boundaries.

Please find the application and questions on our web site at [www.derbyschools.com](http://www.derbyschools.com) or an application and questions may be picked up at the Administrative Center, 1550 E. Walnut Grove Rd., Derby, KS. If you are interested in being an applicant for the vacant board position, please fill out the application and respond to the questions. This information must be submitted to the Administrative Center, 1550 E. Walnut Grove Rd., Derby KS by the end of business (4:30PM) on October 8, 2021. The information can also be submitted via email to [lhoyt@usd260.com](mailto:lhoyt@usd260.com). All responses received will be reviewed by the Board. Applicants will also be asked to attend the October 11, 2021 Board of Education meeting. At the beginning of the meeting, each applicant will respond to a question posed by the Board. The question you would ask the candidates to respond to would be, "What would you see as priorities of the Derby Public Schools Board of Education over the next five years?" Later in the meeting, under action, the board will have as an agenda item for the Board vacancy where they could take action if that is the wish of the majority of the Board.

The Derby Board of Education will fill the vacancy by appointment not sooner than 15 days after publication.

If you would like additional information about responsibilities of being a Board member you can go to [www.derbyschools.com](http://www.derbyschools.com) and click on the Board of Education link. Here you will find a document titled *So You Want to Be a School Board Member*.

Please do not hesitate to call my office at 788-8410 or email [lhoyt@usd260.com](mailto:lhoyt@usd260.com) if you have any questions.

Respectfully,

Heather Bohaty  
Superintendent



---

**Application for Board of Education Vacancy September 2021**

\* Please note this vacancy is to fill the unfilled position until the first board meeting January 2022.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Please respond to the following questions:

1. Share your strengths/skills you will bring to the Board.
2. Why do you wish to serve on the Board of Education?
3. Please describe what you perceive to be the role of a Board member in relation to the:
  - a. Community:
  - b. Other Board members:
  - c. Administration:
  - d. Certified and Classified staff:
4. What involvement have you had with the school district?
5. What do you believe is the most important issue facing the Board and how do you feel this could best be addressed?

This application is due to the Board of Education office, 1550 E. Walnut Grove Rd., Derby, Kansas, 67037 by the close of business (4:30 pm) on October 8, 2021. Your application may also be submitted by email to [lhoyt@usd260.com](mailto:lhoyt@usd260.com).

A background check will be completed on all applicants.



---

### **Timeline for filling Board Vacancy**

**September 3, 2021 Board Meeting**

- Accepted Resignation from Mr. Tillison.
- Present to Board and finalize application process, questions, and timeline.

**September 7, 2021**

- Post application process, questions, and timeline on district website, channel 7, and submit to local media.

**September 8, 2021**

- Publish notice in the Derby Informer.

**October 8, 2021**

- Applications due by end of business (4:30 pm) on this date. The applications can be delivered to the Administrative Center (c/o Board Clerk) or submitted through mail, fax, or email.

**October 11, 2021 Board Meeting**

- Applicants will be asked to attend the Board of Education meeting and respond to one question with a three-minute time limit.
- Under the Action segment of the meeting the Board will have as an agenda item for the filling of the vacancy until the first board meeting January 2022 with the successful applicant assuming Board of Education duties beginning October 25, 2021 if required paperwork is completed (Oath of Office).

**BOARD VACANCY:  
AT-LARGE MEMBER TO FILL VACANCY FOR THE REMAINDER OF THE  
UNEXPIRED TERM**

**PUBLIC NOTICE**

Notice is hereby given pursuant to the provisions of K.S.A. 25-2022 of a vacancy in the membership of the Board of Education of Unified School District No. 260, Sedgwick County, Kansas. This vacancy will be filled by appointment of the Board of Education not sooner than fifteen (15) days following publication of this notice. The appointed member will serve until the first board meeting January 2022, when the newly elected board member takes office.

Such vacancy exists by reasons of the residency requirement for Mark Tillison.

By order of the Board of Education, Unified School District No. 260, Sedgwick County Kansas, this 3<sup>rd</sup> day of September, 2021.

---

Clerk, Board of Education



September 1, 2021

TO: Board of Education

FROM: Heather Bohaty, Superintendent

SUBJECT: COVID-19 and District Guidance

Derby Public Schools is committed to in-person instruction and to keep our students and staff in our buildings learning or working. We respect personal choice regarding mask wearing until we get to a point where it is having too great of an impact on our students' education and attendance at school, all stakeholders' health, staff attendance, and operational status of a building.

The following is the proposed recommendation for when masks would be required for each school building or department:

- **Green:** Masks optional
  - 0-1.99% of staff, students and quarantine students
- **Yellow:** Masks strongly encouraged
  - 2-5.99% of staff, students and quarantine students
- **Red:** Masks required
  - 6% and above of staff, students and quarantine students

*Note: If student/staff is participating in the daily antigen testing or is vaccinated and asymptomatic, these numbers would not be included in the quarantine numbers.*

Determinations will be made weekly. The determination would be made on Friday and communicated to staff and families as well as posted on our district website. The school or department would run in that color for the week starting Monday. The only exception would be when a school first moves into red, we would recommend masks would be required for a two-week period and then re-evaluated each week thereafter. Starting Friday, September 3 after the Special Board of Education meeting a weekly COVID-19 dashboard will be posted on our COVID-19 information at [www.derbyschools.com](http://www.derbyschools.com). It will be posted in the afternoon and reflect that week's information as of noon on that Friday. Any school/building that moves into red would be notified via Skylert.



As of Wednesday, September 1, 2021 the following is the district data since the beginning of the school year. For the week of August 30-September 1, the data reflects as of noon on Wednesday.

- **Cooper Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 2 quarantine
  - 8/16-8/20: 0 student positive, 1 staff positive, 2 quarantine
  - 8/23-8/27: 0 student positive, 0 staff positive, 3 quarantine
  - 8/30-9/1 (as of noon): 4 student positive, 0 staff positive, 3 quarantine
- **Derby Hills Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 2 quarantine
  - 8/16-8/20: 1 student positive, 0 staff positive, 8 quarantine
  - 8/23-8/27: 0 student positive, 0 staff positive, 6 quarantine
  - 8/30-9/1 (as of noon): 3 student positive, 0 staff positive, 9 quarantine
- **El Paso Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 5 quarantine
  - 8/16-8/20: 0 student positive, 1 staff positive, 6 quarantine
  - 8/23-8/27: 7 student positive, 2 staff positive, 24 quarantine
  - 8/30-9/1 (as of noon): 7 student positive, 1 staff positive, 34 quarantine
- **Oaklawn Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 2 quarantine
  - 8/16-8/20: 0 student positive, 0 staff positive, 1 quarantine
  - 8/23-8/27: 2 student positive, 2 staff positive, 3 quarantine
  - 8/30-9/1 (as of noon): 5 student positive, 2 staff positive, 6 quarantine
- **Park Hill Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 3 quarantine
  - 8/16-8/20: 2 student positive, 1 staff positive, 13 quarantine
  - 8/23-8/27: 2 student positive, 0 staff positive, 14 quarantine
  - 8/30-9/1 (as of noon): 2 student positive, 0 staff positive, 3 quarantine
- **Stone Creek Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 3 quarantine
  - 8/16-8/20: 0 student positive, 0 staff positive, 1 quarantine
  - 8/23-8/27: 3 student positive, 0 staff positive, 9 quarantine
  - 8/30-9/1 (as of noon): 3 student positive, 0 staff positive, 13 quarantine
- **Swaney Elementary**
  - 8/11-8/13: 0 student positive, 1 staff positive, 6 quarantine
  - 8/16-8/20: 0 student positive, 0 staff positive, 3 quarantine
  - 8/23-8/27: 7 student positive, 1 staff positive, 25 quarantine
  - 8/30-9/1 (as of noon): 10 student positive, 2 staff positive, 23 quarantine
- **Tanglewood Elementary**
  - 8/11-8/13: 0 student positive, 0 staff positive, 0 quarantine



- 8/16-8/20: 4 student positive, 0 staff positive, 54 quarantine
- 8/23-8/27: 0 student positive, 0 staff positive, 4 quarantine
- 8/30-9/1 (as of noon): 1 student positive, 0 staff positive, 8 quarantine
- **Wineteer Elementary**
  - 8/11-8/13: 0 student positive, 1 staff positive, 7 quarantine
  - 8/16-8/20: 0 student positive, 2 staff positive, 5 quarantine
  - 8/23-8/27: 4 student positive, 1 staff positive, 17 quarantine
  - 8/30-9/1 (as of noon): 0 student positive, 0 staff positive, 18 quarantine
- **Derby Middle School**
  - 8/11-8/13: 1 student positive, 1 staff positive, 28 quarantine
  - 8/16-8/20: 4 student positive, 0 staff positive, 53 quarantine
  - 8/23-8/27: 20 student positive, 3 staff positive, 226 quarantine
  - 8/30-9/1 (as of noon): 18 student positive, 2 staff positive, 73 quarantine
- **Derby North Middle School**
  - 8/11-8/13: 0 student positive, 0 staff positive, 4 quarantine
  - 8/16-8/20: 1 student positive, 0 staff positive, 17 quarantine
  - 8/23-8/27: 3 student positive, 0 staff positive, 14 quarantine
  - 8/30-9/1 (as of noon): 10 student positive, 0 staff positive, 7 quarantine
- **Derby High School**
  - 8/11-8/13: 0 student positive, 0 staff positive, 8 quarantine
  - 8/16-8/20: 3 student positive, 0 staff positive, 22 quarantine
  - 8/23-8/27: 16 student positive, 0 staff positive, 73 quarantine
  - 8/30-9/1 (as of noon): 24 student positive, 2 staff positive, 55 quarantine
- **Administrative Center**
  - 8/11-8/13: 0 staff positive, 0 quarantine
  - 8/16-8/20: 0 staff positive, 0 quarantine
  - 8/23-8/27: 0 staff positive, 0 quarantine
  - 8/30-9/1 (as of noon): 0 staff positive, 0 quarantine
- **Carlton Learning Center**
  - 8/11-8/13: 0 student positive, 0 staff positive, 0 quarantine
  - 8/16-8/20: 0 student positive, 0 staff positive, 0 quarantine
  - 8/23-8/27: 0 student positive, 0 staff positive, 1 quarantine
  - 8/30-9/1 (as of noon): 0 student positive, 0 staff positive, 1 quarantine
- **Central Kitchen**
  - 8/11-8/13: 0 staff positive, 0 quarantine
  - 8/16-8/20: 0 staff positive, 0 quarantine
  - 8/23-8/27: 0 staff positive, 0 quarantine
  - 8/30-9/1 (as of noon): 0 staff positive, 0 quarantine
- **Maintenance/Operations**
  - 8/11-8/13: 0 staff positive, 1 quarantine
  - 8/16-8/20: 0 staff positive, 1 quarantine



- 
- 8/23-8/27: 0 staff positive, 0 quarantine
  - 8/30-9/1 (as of noon): 1 staff positive, 1 quarantine
  - **Transportation**
    - 8/11-8/13: 0 staff positive, 0 quarantine
    - 8/16-8/20: 0 staff positive, 1 quarantine
    - 8/23-8/27: 1 staff positive, 1 quarantine
    - 8/30-9/1 (as of noon): 0 staff positive, 1 quarantine

At the September 3, 2021 Special Board meeting, we would ask for board approval of the process for COVID-19 and district guidance.

# DERBY

## PUBLIC SCHOOLS

### GUIDANCE FOR 2021-2022 SCHOOL YEAR

This document may be modified at any time based on community health guidelines and applicable duly enacted laws, orders and regulations.

#### Activities, Events, Field Trips and Travel

Activities, events, field trips and travel will resume for the 2021-2022 school year.

#### Cleaning

A high level of cleaning and sanitization practices will continue. Cleaning supplies and hand sanitizer are available in classrooms.

#### COVID-19 Vaccinations

COVID-19 vaccinations are not required but encouraged.

#### Hand Washing and Hand Sanitizing

Hand sanitizing stations are available at various locations throughout the building. Frequent hand washing and sanitizing is encouraged throughout the day.

#### Learning Mode

In-person learning for all students was approved by the Board of Education on June 30. Remote learning will not be an enrollment option. Virtual learning for qualifying K-12 students will be offered with a limited number of spots.

#### Masks

Masks for students, staff and visitors will be determined by the masking criteria chart. Limited quantities are available on-site, if desired. Masks will be required on school transportation, per current federal mandate.

#### Seating

Seating charts are required for classroom and transportation.

#### Student Meals

All students will eat at no cost (first meal) per federal guidelines. Pre-pandemic menus will return for the 2021-2022 school year.

#### Visitors

Parents/guardians and visitors are welcome to buildings without health screening questions and temperature checks.

#### Quarantine and Guidelines

Current local health department guidelines regarding quarantine, close contacts, and positive cases will be followed. The district will assist the Sedgwick County Health Department with close contact communication.



.....  
Please monitor symptoms when not feeling well and do not come to school or work if you are sick or showing symptoms. It is important each of us does our part and continues to follow these everyday preventive actions to help reduce the spread of COVID-19 and other communicable diseases. Staying home when experiencing COVID-19 symptoms also helps to reduce close contacts and quarantine numbers.

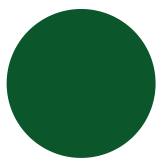
This document has been approved by the Sedgwick County Health Department. Note: Derby Public Schools will follow state or federal mandates.



# MASKING CRITERIA

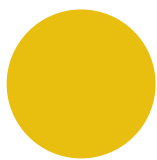
2021-2022 School Year

Derby Public Schools is committed to in-person instruction and keeping students and staff in our buildings learning or working. The following is masking criteria for schools and district buildings while indoors. The status for each building will be determined as of noon on Friday and will be applicable for the week starting on Monday. If student/staff is participating in the daily antigen testing or is vaccinated and asymptomatic, these numbers would not be reflected in the quarantine numbers.



## Masks Optional

0-1.99% of school/building out due to staff and student positive cases and total quarantine numbers



## Masks Strongly Encouraged

2-5.99% of school/building out due to staff and student positive cases and total quarantine numbers



## Masks Mandatory

6% and above of school/building out due to staff and student positive cases and total quarantine numbers  
Note: When a school first moves into red, masks will be required for a two-week period and then re-evaluated each week thereafter.

\*Per current federal mandate, masks are required on all school transportation.

