

CHILLICOTHE R-II SCHOOL DISTRICT

Members:

Tom Chapman, President

Michael Leamer, Vice President

Paul Thomas, Treasurer

David Meneely, Member

Julie McCoy, Member

Randy Constant, Member

David Williams, Member

Board Meeting
October 20, 2009

Members Present: David Meneely, Paul Thomas, Randy Constant, David Williams, Michael Leamer, Tom Chapman, and Julie McCoy.

Also Present: Dr. Linda Gray Smith, Wade Schroeder, Tony Perry, Bill Shaffer, Ron Wolf, Roger Wolf, Jayme Caughron, Brian Thompson, Pam Brobst, Margie Albertson, Shelly Turner, Cynthia Foster, Bob Conrad, Melissa Englert, Paula Grozinger, Linda Fox, Bryan McKay, Mary Pauley, Pam Constant, Candice Schroeder, Bryan Copple, Mary Ellen Kincaid, Tom Tingerthal – KCHI, Cathy Ripley – CT, several students and patrons, and Kristi Newlin.

CALL TO ORDER

Board President Tom Chapman called the meeting to order at 6:33 p.m. Mr. Chapman asked those present to participate in reciting the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Meneely made a motion to approve the agenda as presented. Mr. Constant second. Motion carried 6-0.

WELCOME

Mr. Chapman welcomed all staff and community members in attendance. He then opened the floor for public comments. Hearing none, he turned to Dr. Smith for the Report to the Board.

REPORT TO BOARD

University of Missouri Senior Year Experience

Pam Brobst, Principal at Dewey Elementary, presented to the Board three college seniors that are participating in an on-site program thru Truman State University and the University of Missouri. The year-long internship allows these seniors an opportunity to view and assist in every elementary school grade level, observe multiple teachers and teaching styles, and the ability to experience the first day of school, parent-teacher conferences, PLC's and grade level collaboration.

Program Evaluations

Dr. Smith presented the monthly program evaluations for review. The program assessments for the month of October were:

- 1) Guidance Counseling Program – The goal of this program is to provide guidance services for students which address personal, emotional, and social needs; students' life skills and interests; decision-making skills; and educational planning. Mr. Constant made a motion to approve the evaluation of the guidance counseling program. Mr. Thomas second. Motion carried 6-0.
- 2) Vocational Programs – The goal of this program is to train students for technical job skills. Mr. Constant made a motion to approve the evaluation of the vocational programs. Mr. Leamer second. Motion carried 6-0.
- 3) School Climate Evaluations – The description of this program is to determine the quality of school environment including instruction, activities, school environment, and perceptions of students, faculty, staff, and administration. Mr. Williams made a motion to approve the evaluation of the school climate. Mr. Constant second. Motion carried 6-0.

Middle School Achievement

Bryan Copple, Principal at CMS, presented to the Board the monthly review of operations and student performance. The report indicated an attendance rate of 96.5%, a decrease in the number of students with a failing grade, but a significant increase in discipline incidents.

Facility Update

Ron Wolf updated the Board on the progress of the new Ag building construction project. He stated that the groundwork is nearing completion and the prep work is being done to prepare for concrete.

Community Facility Long-Range Planning

Dr. Smith updated the Board on the progress of the Community Facility Planning Committee. A field investigation resulted in a list of liabilities and deficiencies for each building with a total cost estimate of \$20,397,500 to resolve such issues as structure of buildings, safety and security, and educational adequacy. There are two buildings remaining on the presentation list, and then the facility committee will begin working on an initial long-range facilities master plan.

OLD BUSINESS

MSBA Fall Conference

Mr. Chapman reminded the Board of the upcoming MSBA fall conference on October 22-25, 2009 at Tan-Tar-A.

NEW BUSINESS

Consent Agenda

Mrs. McCoy made a motion to approve the consent agenda. Mr. Williams second. Motion carried 6-0. Items on the consent agenda included:

- 1) Minutes of the September 15th regular meeting and executive session.
- 2) Payment of bills totaling \$965,492.83
- 3) Administrative Reports
- 4) Fund II transfer to zero the teachers fund totaling \$631,701.10

Financial Report

Dr. Smith presented to the Board the monthly financial report for the month of September 2009. Also included for comparison was the financial report from September 2008. Ending balances for each fund are as follows:

Fund 1	\$1,397,457.47
Fund 2	- 0 -
Fund 3	90,087.03
Fund 4	<u>(146,514.98)</u>
Total	\$1,341,029.52

General Ledger

Dr. Smith presented the first quarter general ledger to the Board for review and discussion.

Budget Matrix

Dr. Smith introduced a budget matrix to the Board for review. She stated that the budget matrix is just another way to look at the budget by breaking down each function by the percentage of the total budget. A distribution of staff salaries showed that 64% of the total budget area expenditures for instructional staff salaries and benefits.

Investment Report

Dr. Smith presented to the Board a spreadsheet summarizing the district's investments and bank account balances for the general fund and the employee health care fund as of the end of the month.

Audit Report

Bob Conrad of Lockridge, Constant, and Conrad, LLC presented a draft copy of the June 30, 2009 audit report and highlighted several areas for review. Mr. Conrad stated that the audit is nearing completion, but recommended that the Board ask for an extension as the district's audit report is due to DESE by October 31st. After a brief discussion, Mrs. McCoy made a motion to request a 60-day extension from DESE on the submittal of the June 30, 2009 audit report. Mr. Constant second. Motion carried 6-0.

Paper Purchase Bid

Dr. Smith presented to the Board bid proposals for the purchase of 840 cases of copy paper. She recommended that the Board approve the bid from Paper 101 at a total cost of \$20,319.60, citing the fact that the company is willing to provide the same pricing for smaller shipments if needed. After a brief discussion, Mr. Williams made a motion to approve the bid from Paper 101 for the purchase of 840 cases of copy paper at a total cost of \$20,319.60. Mrs. McCoy second. Motion carried 6-0.

Enhanced Enterprise Zone

As a taxing district within a proposed enhanced enterprise zone in Livingston County, the Board was presented with a recommendation from the Livingston County Commission to adopt an ordinance establishing an Enhanced Enterprise Zone. Dr. Smith stated that the zone would be used as an economic tool to recruit businesses to the area by providing state tax credits and local tax abatements to new businesses and expanding businesses within the zone. As an Enhanced Enterprise Zone Board member representing the District, Dr. Smith recommended that the Chillicothe R-II School Board give their support for the Enhanced Enterprise Ordinance for the City of Chillicothe and Livingston County. After a brief discussion, Mr. Constant made a motion to support the Enhanced Enterprise Ordinance as recommended. Mr. Leamer second. Motion carried 6-0.

Patron Survey

Dr. Smith recommended that the Board conduct a patron survey to uncover how district patrons stand on key issues and help identify the communication needs of the District. The survey of 400 households was designed by Patron Insight, Inc., a market research organization based in Kansas City. The 10-15 minute survey will touch on a wide variety of topics and will provide residents the opportunity to share their comments. The cost of the survey will be approximately \$3000. Mr. Constant, Mr. Meneely, and Mr. Chapman volunteered to meet with representatives from Patron Insight to design the questions on the survey. After a brief discussion, Mr. Constant made a motion to approve the implementation of a patron survey by Patron Insight at a cost of \$3000. Mrs. McCoy second. Motion carried 6-0.

Grant Applications

Dr. Smith presented four grant applications for Board approval. Terria Cox submitted applications for a Farm Bureau mini-grant and a Target Field Trip grant. A Litton Agri-Science Learning Center Grant was submitted by Melissa Englert. And a partnership grant application, Improving Teacher Quality, was submitted for professional development for math instructors in grades 6-12. The program connects with Northwest Missouri State University to provide staff development, materials, and possibly equipment. Mr. Constant made a motion to approve the grant applications as presented. Mr. Williams second. Motion carried 6-0.

Policy IKFA: Early Graduation

Dr. Smith presented policy IKFA: Early Graduation for review. Dr. Smith informed the Board that the version presented for review would do away with the Early Graduation Committee by requiring students who wish to graduate early to meet with a guidance counselor during spring semester of the junior year and submit written notification to the principal prior to the Tuesday after Labor Day of their senior year. After a brief discussion, Dr. Smith recommended that the board consider the model policy from MSBA. A copy of this policy will be presented to the Board at the November regular board meeting.

Publication of Photos

Dr. Smith presented a Publication Permission for Student Photos or Videos form for Board approval. The form requires parental permission for the publication of student's pictures and first name on district-generated materials. After a brief discussion, Mr. Williams made a motion to approve the Publication Permission for Student Photos or Videos as presented. Mr. Leamer second. Motion carried 6-0.

CORRESPONDENCE

Mr. Chapman highlighted a couple items of correspondence received during the month.

PUBLIC COMMENTS

Mr. Chapman opened the floor for public comments. There were no public comments heard at this time.

MOTION TO ENTER EXECUTIVE SESSION

Mr. Thomas made a motion to enter executive session as provided under Missouri Revised Statute, 610.021.03, for the purpose of employing, discussing and evaluating personnel, discussing real estate, audit findings, and legal matters. Mr. Williams second. A roll call vote was taken. Mrs. McCoy – yea. Mr. Williams – yea. Mr. Constant – yea. Mr. Leamer – yea. Mr. Meneely – yea. Mr. Thomas – yea. Mr. Chapman – yea. Motion carried 7-0 on voice vote.

Tom Chapman, President

Kristi Newlin, Secretary