

## 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

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Regular Board Meeting  
March 16, 2010

A regular meeting of the Board of Education of the Chillicothe R-II School District was held at the Litton Ag Center, 10856 LIV 235, in the city of Chillicothe, state of Missouri, on March 16<sup>h</sup> at 6:30 p.m.

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

Members Absent: Julie McCoy

Also present: Dr. Linda Gray Smith, Wade Schroeder, Pam Fetter, Ron Wolf, Roger Wolf, Jayme Caughron, Paula Grozinger, Pam Brobst, Tony Perry, Bryan Copple, Philip Pohren, Penny Kennebeck, Amanda Kiser, Laura Major, Natalie Baugher, Taylor Riddle, Rachel & Maurice Moore, Mel Workman, Hillary Beemer, Shelley Hayen, Traci Norris, Charlotte Miller, Debra Brick, Jerry Nibarger, Diane Nibarger, John DeBey, Jane Schmitz, Melinda Kimmis, Farren Kimmis, Laura Schuler (C-T), Tom Tingerthal (KCHI), and Kristi Newlin.

### CALL TO ORDER

Board President Tom Chapman called the meeting to order at 6:32 p.m. Mr. Chapman asked those present to join in the Pledge of Allegiance.

### APPROVAL OF AGENDA

Mr. Leamer made a motion to approve the agenda as presented. Mr. Williams second. Motion carried 5-0.

### WELCOME & TOUR OF NEW AG BUILDING

Mr. Chapman welcomed all administrators, staff and community in attendance. He then invited those present on a guided tour of the new agriculture building

### PUBLIC COMMENTS

Upon their return from the tour, Mr. Chapman opened the floor for public comments. Natalie Baugher spoke on behalf of all the CACE students urging the Board to continue to fund the alternative school program. Melinda Kimmis, mother of a CACE student, spoke to the Board about the benefits of having the alternative center available to students who would otherwise not graduate. Mr. Chapman also praised the teachers responsible for the CMS Science Olympiad for placing 2<sup>nd</sup> at Regional competition. After all public comments were heard, Mr. Chapman turned to Dr. Smith for the Report to the Board.

### REPORT TO BOARD

#### Program Evaluations

As part of the Comprehensive Assessment and Evaluation Plan, Dr. Smith presented to the Board the program evaluation on Teacher Evaluations and Maintenance, Facilities, and Custodial Services. After a brief discussion, Mr. Constant made a motion to approve the program evaluation on Teacher Evaluations and Maintenance, Facilities, and Custodial Services as presented. Mr. Williams second. Motion carried 5-0.

#### High School Academic Achievement

Tony Perry, Principal at Chillicothe High School, gave a presentation on remediation and assistance efforts at the high school level from 2007 to present. He discussed ACCESS Study Skills and "Sting Time", two programs that assist students that have a failing grade, discipline, or have poor time management skills. Mr. Perry stated that since the adoption of these programs, the total number of failing grades has dropped from 192 to 93. Other improvement efforts include reading instruction for core teachers, adoption of the "Hornet Reading Culture", collaboration time for core teachers, and a new math diagnosis and remediation program. During the 2009-2010 school year, over 27% of both 9<sup>th</sup> and 10<sup>th</sup> grade students have increased more than one grade level in reading since the beginning of the school year. Mr. Perry went on to say that the high school has received tentative approval for a grant partnering the math department to work with MU math professors in learning how to diagnose specific learning issues in math and the proper remediation steps.

Middle School Achievement

Bryan Copple, Principal at Chillicothe Middle School, updated the Board on the achievement of the middle school students. He stated that the number of failing grades remained consistent and the attendance rate showed a slight increase. Mr. Copple also informed the Board that due to the priority of the middle school staff to reduce the number of "F's", only 10 students received possible retention letters, a decrease from 36 last year.

Technology Update

Mel Workman with Quality Network Solutions (QNS) updated the Board on their progress getting the technology in the district in working order. He stated that a QNS icon has been installed on all district computers to report problems; those problems are usually solved within days of the report. QNS is working with the staff to get issues resolved which is creating confidence in the support system. Mr. Workman stated that there are still network issues, but those will need to be resolved during the summer.

**OLD BUSINESS**

MSBA Policy Updates – Second Review

Dr. Smith reviewed the 2010A policy updates as provided by the Missouri School Boards Association. The second reading of the policies involved board members reviewing the policies and highlighting the effect on the district. Dr. Smith stated that the district will need to adopt the statutory policies, but will decide which policies the Board will adopt now, and which ones will be reviewed for possible adoption later.

Hornet Check Cards

Mr. Chapman recommended that the discussion regarding the Citizens Bank & Trust Hornet Check Card be removed from the table. Dr. Smith stated that after further consideration, CBT agreed to remove the exclusive clause from their proposal. The agreement between CBT and Chillicothe R-II School District grants to CBT the right to use the Chillicothe Hornets mascot name and artwork in the design of a unique debit card plastic, and in all supporting marketing materials including, but not limited to, newspaper ads, direct mail pieces, banners and brochures. In return, CBT agrees to pay proceeds of \$.05 for point of sale PIN based and \$.05 point of sale Signature based from qualifying transactions. The rebate may be terminated by either party with a 60-day written notice. After a brief discussion, Mr. Constant made a motion to approve the agreement between Citizens Bank & Trust and the Chillicothe R-II School District for the Affinity School Visa Check Card. Mr. Williams second. Motion carried 5-0.

**NEW BUSINESS**

Approval of Consent Agenda

Mr. Williams made a motion to approve the Consent Agenda. Mr. Constant second. Motion carried 5-0.

Items on the consent agenda included:

- 1) Minutes of the February 16<sup>th</sup> regular meeting and executive session
- 2) Minutes of the March 3<sup>rd</sup> and March 5<sup>th</sup> special meeting
- 3) Payment of Bills totaling \$629,259.28
- 4) Administrator Reports
- 5) Transfer from Fund 1 to Fund 2 in the amount of \$379,743.06

Financial Report

Dr. Smith reviewed with the Board the Monthly Finance Statement that showed ending balances for each fund for the month ended February 2010. Also included for comparison was the Monthly Finance Statement from February 2009. Ending balances for February 2010 are as follows:

Fund 1 -	\$4,293,331.46
Fund 2 -	0.00
Fund 3 -	699,634.37
Fund 4 -	<u>(356,468.99)</u>
Total	\$4,636,496.84

#### 2009-2010 Budget Revision

Dr. Smith presented to the Board the general ledger for the third quarter and discussed revisions to the 2009-2010 budget. She stated that the budget reflects a decrease in state funding by \$141,840. However, by utilizing federal dollars, the budget is expected to continue to track as predicted. Dr. Smith informed the Board that revisions included balancing expenditures within the function codes, as well as budgeting \$60,000 in revenues of federal building improvement funds. After a brief discussion, Mr. Williams made a motion to approve the revisions to the 2009-2010 budget as presented. Mr. Constant second. Motion carried 5-0.

#### Bid – Special Education Coop Computers

Dr. Smith stated that the Special Education Cooperative is planning to purchase a computer for each teacher that is represented by the cooperative. Chillicothe, Southwest Livingston, Chula, Norborne, and Stet are the partnering schools in the cooperative, which is funded through state dollars. A bid from Quality Network Solutions was received to purchase 30 computers at a total cost of \$20,457.36. Because the expenditure is greater than \$15,000, Board approval is needed. Mr. Leamer made a motion to approve the bid from QNS to purchase 30 computers for the Special Education Cooperative at a total cost of \$20,457.36. Mr. Meneely second. Motion carried 5-0.

#### Career Ladder Plan

Dr. Smith presented to the Board information on the Career Ladder Plan. The purpose of the information is to assist districts in the pursuit of quality career ladder programs. Dr. Smith stated that the district career ladder plan has to be submitted to DESE by April 15, 2010; however, state funding for career ladder has not been determined. Dr. Smith recommended that the Board approve the career ladder plan for 2010-2011, contingent upon the state funding their portion of the plan. After a brief discussion, Mr. Williams made a motion to approve the district career ladder plan for 2010-2011, contingent upon state funding. Mr. Constant second. Motion carried 5-0.

#### Horizontal Movement on Salary Schedule

Dr. Smith recommended that the Board approve horizontal movement on the salary schedule for those teachers who have acquired additional hours by September 1<sup>st</sup>, and appropriately notified the Personnel Administrator. When teachers acquire educational hours, the District believes improved instruction occurs. Therefore, the salary schedule rewards teachers who have earned additional college hours. After a brief discussion, Mr. Williams made a motion to approve horizontal movement on the salary schedule for those teachers who have acquired additional hours by September 1<sup>st</sup> and appropriately notified the Personnel Administrator. Mr. Leamer second. Motion carried 5-0.

#### Special Education Consultant

Dr. Smith informed the Board that the Special Education Cooperative is interested in advertising for a ½ time Special Ed Consultant. Duties and responsibilities include assisting special education teachers in each coop district (Chillicothe, Southwest Livingston, Chula, Norborne, and Stet), with evaluation, programming, scheduling, and IEP meetings. The consultant will also provide assistance with Entitlement applications, Final Expenditure Reports, and Maintenance of Effort: ARRA applications/FERS; ECSE FERS; Administrative Case Management for Medicaid; Publically Placed application; High need Fund applications. The consultant position will be funded through the state dollars for the cooperative and because R2 is the fiscal agent, the employee will be ours. Mr. Constant made a motion to enter into hiring a ½ time Special Education Consultant for the Northwest Special Education Cooperative. Mr. Leamer second. Motion carried 5-0.

#### Facility Master Plan

Dr. Smith presented to the Board an updated Facility Master Plan for approval. The site plan for the building campus was revised to allow the main access to the elementary school from Highway 65. The proposed elementary building will be northeast of the high school, which will ease traffic concerns and provides better security. After a brief discussion, Mr. Constant made a motion to adopt the new facility master plan as presented. Mr. Williams second. Motion carried 5-0.

Contracts with Architects and Contractors

Dr. Smith presented to the Board contract amounts for the construction of the PreK –2 building and the renovations and repairs of existing facilities. Dr. Smith reiterated that the contracts are contingent upon passage of the upcoming bond election. Contracts are awarded to the following:

Copeland Construction	\$9,381,683
ATA Architects	\$ 600,000
Key Construction	\$1,834,039
Kevin Cowen Architect	\$ 7,000

After a brief discussion, Mr. Constant made a motion to approve the proposed contracts with the contractor and architects for the construction of the PreK-2 building and the renovations and repairs of existing facilities, contingent upon bond approval. Mr. Williams second. Motion carried 5-0.

Custodial/Maintenance Expectations

Dr. Smith presented to the Board a program of expectations for the district custodial and maintenance staff. She stated that consistency would be more achievable with board-adopted expectations. The list gives general specifications and frequency for cleaning for the custodial and maintenance process, as well as a preventive maintenance program. The building principals will monitor the custodians on a daily basis, and the assistant superintendent will perform a walk-through, as well to provide feedback to the custodians. Board members asked for verification that the district had enough custodial and maintenance staff to meet the obligations outlined in the process. Members also suggested that the specifications be turned into a checklist form and that the expectations be re-evaluated on an annual basis. Mr. Williams made a motion to approve the Custodial and Maintenance Expectations as presented. Mr. Constant second. Motion carried 5-0.

Grant Applications

Dr. Smith stated that the district grant writer was applying for a FEMA grant to fund a safe room in the proposed PreK-2 building and needed board approval. After a brief discussion, Mr. Constant made a motion to approve the grant applications for the FEMA safe room grant. Mr. Leamer second. Motion carried 5-0.

**CORRESPONDENCE**

Mr. Chapman commented on the correspondence items which included a letter from Senator Brad Lager congratulating the district on receiving the 2009 Distinction in Performance Award, a donation from the Livingston County Community Foundation for \$1000 to support the construction of a new walkway at CMS, MSBA Spring Regional Meeting dates, and a letter from MSGA Natural Gas Consortium stating that the district had realized a \$113,988 in energy savings during 2009.

**PUBLIC COMMENTS**

Mr. Chapman opened the floor for public comments. Tom Tingerthal inquired about a safety issue surrounding the removal of the decking from the modulars at CMS. Mr. Constant stated that Field Literacy Night was well attended.

**MOTION TO ENTER EXECUTIVE SESSION**

Mr. Thomas made a motion to enter executive session as provided under Missouri Revised Statute, Section 610.021.03 for the purpose of employing, discussing and evaluating personnel, discussing real estate, and legal matters. Mr. Leamer second. A roll call vote was taken. Mr. Williams – yea. Mr. Leamer – yea. Mr. Constant – yea. Mr. Meneely – yea. Mr. Thomas – yea. Mr. Chapman – yea. Motion carried 6-0 on voice vote. Open session meeting ended at 8:32 p.m.

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Tom Chapman, President

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Kristi Newlin, Secretary