

CHILLICOTHE R-II SCHOOL DISTRICT

Members:

Michael Leamer-President
Paul Thomas-Vice President
David Meneely-Treasurer
Robin Westphal-Member

Julie McCoy-Member
David Williams-Member
Randy Constant-Member

Regular Board Meeting June 15, 2010

A regular meeting of the Board of Education of the Chillicothe R-II School District was held at the Administrative Office, 1020 Old Hwy 36 West, in the city of Chillicothe, state of Missouri, on June 15, 2010 at 6:30 p.m.

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

Also Present: Dr. Linda Gray Smith, Wade Schroeder, Pam Fetter, Ron Wolf, Roger Wolf, Jayme Caughron, Penny Kennebeck, Tony Perry, Paula Grozinger, Philip Pohren, Pam Brobst, Jenny Hughes, Katherine Gibson, John DeBey, Mike Harrington, Brandon Dennis, Katie Donoho, Connie Quigley, Nancy Burtch, Vicky Duckworth, Kenny Estes, Dennis Sturguess, Joseph Pope, Anne Jeschke, Terria Cox, Ellen Gott, Cynthia Foster, Hillary Beemer, Melissa Englert, Kim Bloss, Pam Swift, Shelley Hayen, Pam Gabel, Debbie Willard, Stacy Surber, Cindy Williams, Cheryl Wood, Erin Dennis, Diane Nibarger, John Knouse, Diana Grouse, Don O'Dell, Tonia Knouse, Billie McGraw, Laura Schuler (C-T), Tom Tingerthal (KCHI), and Kristi Newlin.

CALL TO ORDER

Board President Michael Leamer called the meeting to order at 6:32 p.m.

APPROVAL OF AGENDA

Mrs. McCoy made a motion to approve the agenda as presented. Mr. Williams second. Motion carried 6-0.

WELCOME & PUBLIC COMMENTS

Mr. Leamer welcomed all administrators, staff and community in attendance. Mr. Leamer asked those present to join him in reciting the Pledge of Allegiance. He then opened the floor for public comments. Cindy Williams commended the Board on their recent decision to not outsource the management of the district's custodial and maintenance staff. Hearing no other comments, Mr. Leamer proceeded to the Report to the Board.

REPORT TO BOARD

On-Line Class Development

Dr. Smith discussed with the Board the development of on-line courses at CHS & GRTS for the 2010-2011 school year. eCampus courses will be scheduled for one period of the day and for the first "pilot" year, the students will go to the teacher's classroom. Students who have a laptop can bring them to school to use and others will be provided computers to use at school. Dr. Smith stated that the flexibility of these courses will allow students to work ahead on-line to meet deadlines and master course content. Course content mirrors face-to-face courses but on-line resources and projects will be utilized during the courses. Courses offered include Inorganic Chemistry, Embedded Technical Math, College Algebra, Environmental Science, and Health.

Professional Development Committee

Jenny Hughes and Katherine Gibson presented to the Board the Professional Development Committee's Report. The report includes summaries of the various staff development activities, surveys, assessments, evaluations and logs. Also included was a budget summary of expenditures and a listing of the PDC strengths and areas for improvement.

Program Evaluations

Dr. Smith presented the annual review of five programs as part of the Comprehensive Assessment and Evaluation Plan. The programs under review are the Retention and Attendance Data, At-Risk/Gifted Programs, Follow-Up Studies of Graduates, Suspension and Expulsion Data, and Drop Out and Recovery Program. The Board reviewed the evaluations of each program and the additional comments &/or recommendations. After a brief discussion, Mr. Williams made a motion to approve the evaluations of the programs as presented. Mr. Constant second. Motion carried 6-0.

SMART Goal Review

Dr. Smith presented to the Board a listing of each building's SMART Goals for the 2009-2010 school year. Each building administrator then spoke briefly with the Board and identified their SMART Goals and the steps that were taken to achieve them. Dr. Smith stated that the district has focused on reading as an area of needed improvement. This focus on academic success requires building leadership teams to establish benchmarks of success as well as classroom assessments to gauge improvement.

Communication Plan

Dr. Smith presented to the Board a communication plan for the purpose of communicating accurate information to the public and to staff members with message points to help distribute consistent information. Information will be processed via the district website, text messages and Facebook as well as through the media and parent meetings. Staff members will receive a weekly memo from the superintendent via email and a monthly newsletter.

Parent Review

Dr. Smith updated the Board on the meeting held with the district-wide parent bounce groups. They discussed areas of concern and ways to improve communication.

OLD BUSINESS

2009-2010 Budget Revision

Dr. Smith recommended that the Board amend the 2009-2010 budget to reflect actual expenditures and revenues as of June 30, 2010. Mr. Williams made a motion to amend the 2009-2010 budget to reflect the actual expenditures and revenues as of June 30, 2010 as recommended. Mrs. Westphal second. Motion carried 6-0.

MSBA Policy Updates

Dr. Smith presented to the Board updates to the MSBA Policies. She stated that this was the second reading of the policies and she will seek approval on the revisions in July.

NEW BUSINESS

Consent Agenda

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

Items on the consent agenda included:

- 1) Minutes of the May 18th Board Meeting and Executive Session
- 2) Payment of bills totaling \$653,406.89
- 4) Administrative Reports

Financial Report

Dr. Smith reviewed with the Board the Monthly Finance Statement that showed ending balances for each fund for the month of May 2010. Also included for comparison was the Monthly Finance Statement from May 2009. Ending fund balances for May 2010 were:

Fund 1	\$3,805,917.78
Fund 2	0.00
Fund 3	205,376.69
Fund 4	<u>(769,428.75)</u>
Total	\$3,241,865.72

Fund II Transfer

Dr. Smith recommended that the Board approve a transfer from Fund I to Fund II to cover certificated contractual obligations for the 2009-2010 school year. She stated that the exact amount would not be available until June 30th. After a brief discussion, Mrs. McCoy made a motion to approve a transfer from Fund I to Fund II to cover the certificated contractual obligations for the 2009-2010 school year. Mrs. Westphal second. Motion carried 6-0.

Fund IV Transfer

Dr. Smith recommended that the Board approve a transfer of \$848,525 from Fund I to Fund IV to allow for the upkeep and repairs of existing facilities, including roof, guttering and door replacement projects, as well as for covering the costs associated with the installation of security cameras. She stated that the state calculated the amount that may be transferred based on 7% of the weighted average daily attendance. After a brief discussion, Mrs. McCoy made a motion to approve a transfer not to exceed \$848,525 from Fund I to Fund IV to allow for upkeep and repairs to existing facilities. Mr. Williams second. Motion carried 6-0.

2010-2011 Budget

Dr. Smith presented to the Board a preliminary budget for the 2010-2011 fiscal year. She highlighted a \$2.1 million reduction in revenue and a \$2.4 million cut in expenditures, which included state cuts in transportation and Parents as Teachers. All supply budgets reflect a 10% reduction and lowered expenditures for facilities and maintenance. Dr. Smith is projecting a balanced budget, but cautioned that the Governor could withhold funding right up to the end of the 2010-2011 fiscal year. She reminded the Board that the 2010-2011 budget will continue to be amended until the final approval in September. Mr. Williams made a motion to approve the preliminary budget for 2010-2011 as presented. Mr. Thomas second. Motion carried 6-0.

Personnel – Salary Schedule

Dr. Smith recommended that the Board approve vertical movement on the certified salary schedule for the 2010-2011 school year. According to the Salary & Welfare Committee, vertical movement was at the top of the priority list; the total cost to the district would be \$136,294. Mr. Meneely pointed out that not all teachers would receive a pay increase because they have either reached the limit on the pay scale or they must pursue more education to move over to the next column on the salary schedule. After a brief discussion, Mr. Constant made a motion to accept the recommendation of Dr. Smith and the Salary & Welfare Committee to approve vertical movement on the certified salary schedule for the 2010-2011 school year. Mrs. McCoy second. Motion carried 6-0.

Personnel – Non-certificated Pay Increase

Dr. Smith recommended that the Board approve an increase of 1.42% for administrators and non-certificated personnel for the 2010-2011 school year. After a brief discussion, Mrs. Westphal made a motion to approve an increase of 1.42% for administrators and non-certificated personnel for the 2010-2011 school year as recommended. Mr. Constant second. Motion carried 6-0.

Maintenance and Custodial Management

Dr. Smith presented to the Board three proposals from contract maintenance and custodial management companies. She presented a spreadsheet summarizing the bid proposals received from ABBCO, PCI, and Varsity which ranged in cost from \$747,080 to \$1,086,756. Currently, the district is spending a total of \$713,208 on labor and supplies. Dr. Smith then recommended that the district maintain its current staff and replace through attrition with differentiated job responsibilities and pay, as well as hire a part-time supervisor to manage personnel as well as supplies and resources. The projected cost of this proposal would be \$692,152, a savings of \$21,056. After a brief discussion, Mr. Meneely made a motion to reject all bids received for the management of the custodial and maintenance staff and to keep the management in-house. Mr. Thomas second. Motion carried 6-0.

Food Service Incentive Plan

Dr. Smith recommended that the Board approve an incentive plan to improve participation in the school lunch program. She proposed that each cafeteria personnel would receive \$250 for each quarter where the average daily participation is 90% or higher; 85% at the high school. Cafeteria personnel would each receive \$100 for each quarter where the average daily participation has increased by 10% over the previous quarter until 90% is reached. Funds raised through more student participation in the food service program will cover the costs of the incentive program as well as raise additional funds for the district. Pay will be made the quarter following the report to DESE. Mr. Constant made a motion to approve the food service incentive plan as outlined by Dr. Smith. Mr. Williams second. Motion carried 6-0.

Facility – Middle School Fire Alarm System

Dr. Smith presented to the Board one bid proposal from Gastineau Electric Company for the installation of a fire alarm system at the Middle school. The total cost of the project will be \$116,996.49. After a brief discussion, Mr. Thomas made a motion to table the bid for the middle school fire alarm system until further information can be obtained. Mr. Constant second. Motion carried 6-0.

Facility – Central Office Air Conditioning

Dr. Smith presented to the Board one bid proposal from Foster Heating & Air Conditioning for the installation of an air-conditioning unit at the Central Office. The total cost of the project is \$41,369 to install a 40-ton water chiller with a one-year warranty on chiller barrel and control kit and a five-year parts and labor on the condensing units. After a brief discussion, Mr. Williams made a motion to approve the bid from Foster Heating & Air Conditioning for the installation of an air-conditioning unit at Central Office at a total cost of \$41,369. Mr. Constant second. Motion carried 6-0.

Summer School Enrollment History

Dr. Smith presented to the Board a summer school first/firth day attendance comparison. The comparison showed a decrease in attendance from prior years with a total summer school enrollment of 712 students. Dr. Smith informed the Board that the free breakfast and lunch program will be provided.

IDEA Assurance

Dr. Smith presented to the Board an Annual Assurance Statement for approval. She explained that any public agency in the state that provides services to students with disabilities must submit an Assurance Statement regarding its compliance for implementing provisions of the Individuals with Disabilities Education Act. Mr. Williams made a motion to approve the IDEA Annual Assurance Statement as presented. Mrs. Westphal second. Motion carried 6-0.

Student Handbooks

Dr. Smith presented to the Board copies of the 2010-2011 Student Handbooks for approval. There were minor changes to the handbooks for GRTS & CACE. After a brief discussion, Mrs. Westphal made a motion to approve the 2010-2011 Student Handbooks as well as changes to the GRTS & CACE handbooks as recommended. Mr. Williams second. Motion carried 6-0.

2009-2010 Bus Routes

Dr. Smith presented to the Board the final count for the 2009-2010 transportation routes. The form showed that the district transported students a total of 209,860 eligible miles and 20,460 pre-k miles. It also stated that 10.22% of students transported are ineligible, which is acceptable according to DESE standards. Mrs. McCoy made a motion to approve the 2009-2010 Pupil Transportation Route Form as presented. Mr. Thomas second. Motion carried 6-0.

Grant Applications

There were no new grant applications for approval.

CORRESPONDENCE

Mr. Leamer highlighted several items of correspondence received during the month.

PUBLIC COMMENT

Mr. Leamer opened the floor for public comments. Norman Gregg thanked the Board for not out-sourcing the management of the custodial and maintenance staff. He also stated that he would like to see information regarding graduates and placements.

Johnnie McLean asked the Board the process of hiring a part-time maintenance supervisor.

Jeff Foli addressed the Board concerning the spirit and trust of the school and community.

Dr. Smith stated that this would be the last board meeting attended by Wade Schroeder and Paula Grozinger as they are retiring and also of Kristi Newlin as she is resigning her position as Board Secretary.

MOTION TO ENTER EXECUTIVE SESSION

Mrs. Westphal made a motion to enter into executive session as provided under Missouri Revised Statute, 610.021.03, for the purpose of employing, discussing and evaluating personnel, discussing real estate, and legal matters. Mr. Williams second. A roll call vote was taken. Mrs. McCoy – yea. Mr. Williams – yea. Mr. Constant – yea. Mrs. Westphal – yea. Mr. Meneely – yea. Mr. Thomas – yea. Mr. Leamer – yea. Motion carried 7-0 on voice vote. Meeting adjourned at 8:32 p.m.

Michael Leamer, President

Kristi Newlin, Secretary