

CHILLICOTHE R-II SCHOOL DISTRICT

Members:

Jason Bone - President  
Brent Turner -Vice President  
Pat Jones - Treasurer

Michael Leamer - Member  
Paul Thomas - Member  
Robin Quinn - Member  
Robin Westphal - Member

Regular Open Meeting  
July 21, 2015

The Board of Education of the Chillicothe R-II School District held a regular open meeting at the Administrative Offices, 1020 Old Highway 36 West, in the City of Chillicothe, state of Missouri on Tuesday, July 21, 2015 at 6:30 p.m.

Members present: Mr. Bone, Mr. Turner, Mr. Jones, Mr. Thomas and Mrs. Quinn.

Also present: Dr. Roger Barnes, Jim Ruse, Terry Mammen, Tom Tingerthal, KCHI; Brittany Tutt, C-T; and Laura Schuler.

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mr. Bone called the meeting to order at 6:35 p.m. and led those gathered in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mr. Bone asked for a motion regarding the agenda with the addition of Item K – Amend Extra Duty Salary Schedule; and Item L – Transportation Personnel. Mr. Thomas moved to approve the agenda with the addition of Item K – Amend Extra Duty Salary Schedule; and Item L – Transportation Personnel. Mr. Turner second. All were in favor. Motion carries, 4-0.

**PUBLIC COMMENT**

Mr. Bone asked if anyone had any Public Comment. There was no Public Comment.

**REPORTS TO BOARD**

Middle School Library Report

Title I

Title IIA

Transportation Report

Mr. Bone asked the Board if they had any comment or questions regarding the above Reports to the Board. Seeing none, Mr. Bone asked for a motion regarding the reports. Mr. Turner moved to approve the Reports to the Board as presented. Mr. Thomas second. All were in favor. Motion carries, 4-0.

**OLD BUSINESS**

Consider Board Policy – 2<sup>nd</sup> Reading, BBFA – Board Member Conflict of Interest and Financial

Disclosure: Mr. Bone asked if any Board member had questions or comments regarding the Policy BBFA. Seeing none, Mr. Bones advised that the policy will be slated for action at the August regular meeting.

**NEW BUSINESS**

Consent Agenda: Mr. Bone asked for a motion regarding the Consent Agenda. Mr. Turner moved to approve the Consent Agenda as presented. Mr. Thomas second. All were in favor. Motion carries, 4-0. Items on the Consent Agenda were:

- Minutes from the regular June 16, 2015 meeting, the June 30, 2015; and July 13, 2015 special open meetings;
- Payment of Bills totaling: \$450,353.99;
- Fund II Transfer totaling \$1,540,764.89;

Finance Report: Dr. Barnes provided the Board the General Ledger and Monthly Finance Report for the month ending June 30, 2015. Also included for comparison was the Monthly Finance Statement from June 2014. Ending balances for each fund as of June 30, 2015 were as follows:

Fund 1	\$ 5,009,009.71
Fund 2	\$ 0.00
Fund 3	\$ 289,052.75
Fund 4	\$ <u>430,177.23</u>
Total:	\$ 5,728,239.69

The Chillicothe R-II Investments and bank accounts balances as of June 30, 2015, were shown as follows:

- Now Checking Account: \$6,910,824.39 (*Total All General Funds*)
- Total Employee Health Care Funds: \$209,267.85

Dr. Barnes told the Board that the District is now under the new employee health insurance so a report on the monthly employee health care fund balance will be different than in the past as the District is now only paying claims that occurred prior to July 1 with the employee health care fund balance. The account must remain open for 15 months.

Declaration of Surplus: Dr. Barnes presented the Board with a list of items from the high school and recommended the items on the list be declared as surplus property. (*To view the list, please see the Custodian of Records*). Mr. Turner moved to approve the items as surplus property. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Consider Salary & Welfare Committee Requests: Dr. Barnes advised that the Salary & Welfare Committee has requested **that one day for Professional Development** be allowed for certified staff from the annually granted 10 day sick leave benefit. Dr. Barnes said the PD day will be exempted from the Holiday rule and the day may be initiated by the teacher and not necessarily by an administrator. He recommended approval of the request. Mr. Turner moved to approve one day for Professional Development for certified staff from the annually granted 10 day sick leave benefit, as outlined by Dr. Barnes. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Dr. Barnes told the Board that the second request from the Salary & Welfare Committee is that employees receive a **third personal day within the overall 10 days after 12 years of service, regardless of the number of accrued sick days an employee has**. There was a discussion.

The third request by the Salary & Welfare Committee, Dr. Barnes said, asks that **coaches, teachers and organization sponsors who drive the bus for various events/club activities to which they coach or sponsor be paid from the time they leave school until the time they return**. Dr. Barnes recommended continuing the current practice of paying the coaches/sponsors for drive time pay that happens after their daily contracted period, and not for the layover time. There was a discussion.

Transportation Personnel changes: Mr. Ruse told the Board that the District is currently experiencing a shortage of bus drivers. He presented the Board with a proposal to help recruit more candidates. Specifically, he recommended **dropping the 10-day of service rule for reimbursement** to the bus driver candidate as he/she works toward the process of becoming a licensed bus driver. Reimbursed costs are as follows:

- \$75 towards the cost of a physical (this reimbursement would be an increase of \$25);
- \$7.50 for a permit;
- \$97.50 for a bus license.

Mr. Ruse said the district pays the cost of fingerprinting (\$44.80) for bus driver candidates when an appointment is scheduled.

Mr. Ruse's proposal also called **for providing transportation for candidates to the license testing and background check facilities using District vehicles**.

Mr. Ruse also advised **an increase in the base pay for bus drivers (from \$31.48 to \$32.50 per trip/route)**, would help recruit and retain bus drivers. There was a discussion. Mr. Turner moved to approve the recommendation of dropping the 10-day of service rule for reimbursement to bus drivers and to table the pay increase to the bus drivers' base salary. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Consider Board Policies, first reading: Dr. Barnes presented the Board with the following four policies suggested by MSBA for revision:

- Policy CBG – Evaluation of the Superintendent
- Policy CFB – Evaluation of Principals
- Policy GBBDA – Family and Medical Leave
- Policy GCN – Evaluation of Professional Staff

Dr. Barnes said the Administrative Procedures (which do not require Board Action) that are proposed for revision are:

- CFB-AP1 – Evaluation of Principals
- GCN-AP1 – Evaluation of Professional Staff

Mr. Bone advised that the second reading of the policies suggested for revision will be held during the regular August Board meeting.

Consider Student Bus Handbooks: Dr. Barnes and Mr. Ruse recommended the approval of the 2015-16 Student Bus Rider Safety Handbook and the Preschool Bus Rider Handbook. There was a discussion. Mr. Turner moved to approve the 2015-16 Student Bus Rider Safety Handbook and the 2015-16 Preschool Bus Rider Handbook as presented. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Bid Considerations: Mr. Ruse spoke to the Board regarding bids for Milk, Bread, Fuel and Copy Paper for the 2015-16 school year. *(To view copies of the bids, please see the Custodian of Records)*. Mr. Ruse recommended:

- **For Bread: Chillicothe Hy-Vee.** The other bid submitted to supply Chillicothe R-II Schools with bread for the 2015-16 school year was from Bimbo Bakeries USA, Kansas City, KS.

Mr. Turner moved to approve the bid submitted by Chillicothe Hy-Vee for bread for the 2015-16 school year. Mr. Thomas second. All were in favor. Motion carries, 4-0.

- **For Anderson Erickson Dairy, Des Moines, IA (Firm Bid).** The other bid submitted to supply Chillicothe R-II Schools with milk for the 2014-15 school year was from Prairie Farms, Brookfield, MO;

Mr. Turner moved to approve the firm bid submitted by Anderson Erickson Dairy for milk for the 2015-16 school year. Mr. Thomas second. All were in favor. Motion carries, 4-0.

- **For Fuel: MFA Oil Company, Chillicothe.** This was the only bid submitted for fuel for the District during the 2015-16 school year.

Mr. Turner moved to approve the bid submitted by MFA Oil Company for vehicle fuel and fluids for the 2015-16 school year. Mr. Thomas second. All were in favor. Motion carries, 4-0.

- **For Copy Paper: 101Paper, Ankeny, IA, \$19,143.60.** The other bids submitted for providing copy paper for the District for the 2015-16 school year were: Premier Paper and Packaging, Columbia, MO, \$19,731; Clayton Paper & Dist., Inc., St. Joseph, MO, \$19,563.60; Midland Paper, Quincy, Ill., \$20,118; Data Comm, Jefferson City, MO \$23,478; Contract Paper Group, Inc., Uniontown, OH \$19,378.80; and United Paper & Office Supply, Faucett, MO, \$20,991.60.

Mr. Turner moved to approve the bid of \$19,143.60 from 101Paper. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Set Date for Tax Rate Hearing: Dr. Barnes advised that the Board needed to approve a date to set the tax rate. There was a discussion. Mr. Turner moved to set the **tax rate hearing for 6:15 p.m. on Tuesday, Aug. 18, 2015** at the Administrative Offices. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Consider Meal Prices: Dr. Barnes recommended increasing meal prices for the 2015-16 school year by \$0.05. Mr. Turner moved to increase meal prices for Chillicothe R-II Breakfasts and Lunches by \$0.05 for the 2015-16 school year. Mr. Thomas second. All were in favor. Motion carries, 4-0. With this action the prices of student lunches for the 2015-16 school year are as follows:

Student Lunch

Reduced: All \$0.40  
Full Pay, K-5: \$1.70  
Full Pay, 6-12: \$1.90

Student Breakfast

Reduced: \$0.30  
Full Pay, K-5: \$0.95  
Full Pay, 6-12: \$1.20

Adult Lunch and Breakfast

Breakfast: \$1.70  
Lunch: \$2.35

Extra Juice and Milk

\$0.30

Consider Bus Lease Purchase Financing Bids: Dr. Barnes and Mr. Ruse presented the Board with the Bids submitted for the Bus Lease-Purchase Agreement. *(Attachment A)*. Dr. Barnes recommended the bid submitted by Bank Midwest in the amount of \$405,337.35. Mr. Turner moved to approve the bid of

\$405,337.35 submitted by Bank Midwest for the lease purchase financing of the new, \$87,000 handicap bus and the five, 65-passenger buses over a period of five years. Mr. Jones second. All were in favor. Motion carries, 4-0.

Consider Extra Duty Salary Schedule Amendment: Dr. Barnes recommended the Board approve an amended Extra Duty Salary Schedule (*Attachment B*), which reflects the position of CACE Student Council to be paid 2 percent of the base salary. Mr. Turner moved to approve the amended 2015-16 Extra Duty Salary Schedule as presented. Mr. Thomas second. All were in favor. Motion carries, 4-0.

**ADMINISTRATIVE/BOE COMMITTEE REPORTS**

The Board reviewed the Administrative Reports as submitted.

**CORRESPONDENCE**

There was no correspondence.

**PUBLIC COMMENT**

Mr. Bone asked if there was any Public Comment. There was no Public Comment.

**MOTION TO ENTER EXECUTIVE SESSION**

Mrs. Quinn moved to enter Executive Session as provided under Missouri Revised Statute, 610.021, for the purpose of employing, discussing and evaluating personnel, discussing real estate, student and legal matters. Mr. Thomas second. A roll call vote was taken: Mr. Bone, aye; Mr. Turner, aye; Mr. Jones, aye; Mr. Thomas, aye; Mrs. Quinn, aye. Motion carries, 5-0.

The Board entered Executive Session at 7:50 p.m.

---

Jason Bone, President

---

Laura Schuler, Secretary