

## CHILLICOTHE R-II SCHOOL DISTRICT

### Members:

Robin Westphal - President  
Shawn Skoglund - Vice President  
Jason Bone - Treasurer

Michael Leamer - Member  
Paul Thomas - Member  
Brent Turner - Member  
Robin Quinn - Member

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### Regular Meeting July 16, 2013

The Board of Education of the Chillicothe R-II School District held a regular open meeting at the Administrative Office, 1020 Old Highway 36, West, in the City of Chillicothe, state of Missouri on Tuesday, July 16, 2013 at 6:30 p.m.

Members present: Mrs. Westphal, Mr. Skoglund, Mr. Bone, Mr. Thomas and Mrs. Quinn.

Also present: Dr. Roger Barnes, Jim Ruse, Karie Black, Jayme Caughron, Adam Wolf, Mickey Criner and Laura Schuler.

### CALL TO ORDER/PLEDGE OF ALLIGIANCE

Mrs. Westphal called the meeting to order at 6:33 p.m. She led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Mrs. Westphal recommended the Board amend the agenda to include the following items:

- Item M: Lease agreement with Woody's for use of a pick up at the Litton Agri-Science Learning Center;
- Item N: A grant application request;

Mr. Skoglund moved to approve the agenda with the addition of Item M and Item N. Mr. Tomas second. All were in favor. Motion carries 4-0.

### WELCOME & PUBLIC COMMENT

Mrs. Westphal welcomed those in attendance and asked if there was anyone wanting to make a public comment. There was no public comment.

### REPORT TO BOARD

Superintendent's Report – Information only

Assistant Superintendent's Report – Information only,

Mrs. Westphal asked if any Board member had questions or comments regarding the Reports. There were no questions or comments. Mr. Skoglund moved to accept the Superintendent's Report to the Board and the Assistant Superintendent's Report to the Board. Mr. Bone second. All were in favor. Motion carries 4-0.

### OLD BUSINESS

Consider Board Policies – 3<sup>rd</sup> Reading: Dr. Barnes noted that the 2012C MSBA suggested policy updates needed to be approved. Mr. Skoglund moved to approve the policy revisions as suggested by MSBA, including the inclusion of the following wordage in policy ECG, in the "Animals Used in Instruction," section, under the *General* heading:

2. An animal will not be allowed on District property without proof of current vaccinations, **and/or current certificate of current state animal health regulations**, to prevent the spread of diseases, such as rabies, to humans unless vaccinations are not required in the opinion of a veterinarian.

The other policies approved for MSBA suggested policy revisions were: BBBB, DLB, EBBA, FEF, GBCC, GCBC, GCBDA, GDBDA, IGBE, IGC, IGCE, IKF, IND, JECC, JG-R, JHCD, JHCF, JHG and JO.

### NEW BUSINESS

Consent Agenda: Mrs. Westphal asked if there was a motion to approve the Consent Agenda. Mr. Skoglund moved to approve the Consent Agenda. Mr. Thomas second. All were in favor. Motion carries, 4-0. Items on the Consent Agenda were:

- **Minutes** from the June 18, 2013 regular meeting and the June 27, 2013 special open meeting;
- **Payment of Bills** for June 2013 totaling: \$441,923.82
- **Fund II Transfer** - \$2,020,951.53

Finance Report: Dr. Barnes presented the Board the General Ledger and Monthly Finance Report for the month ending June 2013. Also included for comparison was the Monthly Finance Statement from June 2012. Ending balances for each fund are as follows:

Fund 1	\$5,302,393.47
Fund 2	\$0.00
Fund 3	\$249,036.07
Fund 4	<u>\$369,712.16</u>
Total:	\$5,921,141.70

The Chillicothe R-II Investments and bank accounts balances as of July 31, 2013, were shown as follows:

- Now Checking Account - \$7,090,652.91 (*Total All General Funds*)
- Employee Health Care and Flex Care Funds \$246,919.79

Consider Board Policies – First Reading: Dr. Barnes presented four policies (GCA; GCBC; GDA; GDBC) that MSBA has suggested be revised to show compliance with the Affordable Health Care Act. There was a discussion.

Consider Student Bus Handbook: Jim Ruse presented the 2013-14 Student Transportation hand book to the Board for approval. He noted that the major revisions in the new handbook center on the following consequences for student misbehavior on the bus, which be handled on a *yearly* basis:

- The student will be issued a warning by the driver for the first instance of misbehavior.
- Then, if a student receives a second conduct report, the student will be suspended from student transportation from 1 to 3 days.
- Should a student receive a third discipline conduct report, the student will be referred to the Building Principal and the student will receive an automatic 5 day suspension of bus riding privileges.
- Should a student receive a fourth conduct report or if a severe behavior problem occurs, the student will be referred to the Assistant Superintendent and the student will receive a 30-day suspension of bus riding privileges. Should a student receive a fifth conduct slip after a 30-day suspension the student's bus privileges would be suspended indefinitely from bus transportation services for the 2013-14 school year.

Mr. Skoglund moved to approve the 2013-14 Student Transportation hand book as presented. Mr. Bone second. All were in favor. Motion carries 4-0.

Bid Considerations: Jim Ruse presented bids submitted to the District for Bread, Milk and Fuel for the 2013-14 school year. He recommended the Board accept the following bids:

- Prairie Farms Dairy, Inc., of Brookfield, MO., for **milk** for the 2013-14 school year. The other bid submitted for consideration was from Anderson Erickson Dairy, of Des Moines, Ia. (*To view both bids, please see the Custodian of Records*). Mr. Skoglund moved to approve the bid from Prairie Farms Dairy, Inc., for milk for the 2013-14 school year. Mr. Bone second. All were in favor. Motion carries, 4-0.
- MFA Oil Company, of Chillicothe, MO., for **unleaded, diesel and premium grade oil** for the 2013-14 school year. The other bid submitted was from Allied Oil & Tire, Col, of Kansas City, Mo. (*To view both bids, please see the Custodian of Records*). Mr. Thomas moved to approve the bid from MFA Oil Company for unleaded, diesel and premium grade oil for the 2013-14 school year. Mr. Skoglund second. All were in favor. Motion carries, 4-0.

Mr. Ruse did not recommend Board approval for the bread bid for the 2013-14 school year from Hy-Vee Food Store, Chillicothe, Mo. He noted that additional bids for bread will be brought before the Board for consideration at the special meeting to be held on July 23, 2013.

Gutter and Down Spout Bid: Dr. Barnes presented the bid submitted by Dean Peyton Contracting Company, Inc., of Chillicothe, Mo., for Board consideration for gutter and down spout work at Dewey totaling \$23,030. He recommended the Board approve the bid. Mr. Skoglund moved to approve the bid of \$23,030. Mr. Bone second. All were in favor. Motion carries, 4-0.

GRTS Security Camera System Bid: Dr. Barnes presented the bids submitted for installing a security camera system at GRTS. He recommended the Board approve the bid of \$29,517.26, submitted by Loud & Clear Communications. Other bids submitted were: Midwest Digital Systems, \$30,998; Nortech Fire & Life Safety, \$49,296; Federal Protection, Inc., \$45,237; and Security Solutions, \$73,445. The project, he said, will involve purchase and installation of 30 interior and exterior cameras at the school, which will

replace the older, digital cameras. Mr. Skoglund moved to approve the bid of \$29,517.26, submitted by Loud & Clear Communications. Mr. Bone second. All were in favor. Motion carries, 4-0.

Consider CHS Dock Reconstruction Bids: Dr. Barnes told the Board that two bids were submitted for the CHS Dock Reconstruction Bids – one each from Case Contracting, LLC; and another from Irvinbilt Constructors, Inc. (To view these bids, please see the Custodian of Records). Because the bids came in higher than anticipated, he did not recommend approval of either bid and said the District will use the existing dock for the 2013-14 school year.

Consider City Sign: Dr. Barnes told the Board that the City of Chillicothe has asked the District for permission to place a sign advertising Chilli Bay and the Green Hills Community Golf Course at the northeast corner of the Administration Office lot (next to McDonald's parking lot). He recommended the Board approve the placement of the sign and location. Mr. Bone moved to approve the placement and location of the Chilli Bay and Green Hills Community Golf Course sign at the northeast corner of the Administration Office. Mr. Thomas second. All were in favor. Motion carries, 4-0.

Set Tax Rate Hearing: Dr. Barnes told the Board that a date and time for a tax rate hearing. He recommended the Board meet at 6:15 p.m. on Aug. 20, 2013, just prior to the Regular August Board of Education Meeting. Mr. Skoglund moved to approve a tax rate hearing for 6:15 p.m. on August 20, 2013. Mr. Bone second. All were in favor. Motion carries, 4-0.

Consider Meal Prices: Dr. Barnes told the Board that Federal guidelines have caused the need for the District to increase its meal prices. He recommended an increase of \$0.10 per lunch meal and \$0.05 per breakfast meal to comply with federal guidelines, which state that the federal meal reimbursement program is not designed to subsidize food service programs. Mr. Bone moved to approve the increase of \$0.10 for lunch and \$0.05 for breakfast for the 2013-14 school year. Mr. Thomas second. All were in favor. Motion carries. With this action the prices of student lunches for the 2013-14 school year are as follows:

Student Lunch

Reduced: All \$0.40  
Full Pay, K-5: \$1.65  
Full Pay, 6-12: \$1.85

Student Breakfast

Reduced: \$0.30  
Full Pay, K-5: \$0.90  
Full Pay, 6-12: \$1.15

Adult Lunch and Breakfast

Breakfast: \$1.65  
Lunch: \$2.30

Extra Juice and Milk

\$0.30 (current).

Vehicle Lease Consideration: Dr. Barnes recommended the Board approve a lease agreement totaling \$1 with Woody's for one-year, allowing the use of a pick up at the Litton Agri-Science Learning Center for the 2013-14 school year. Mr. Thomas moved to approve the lease agreement with Woody's for \$1 for the use of a pick up at the Agri-Science Learning Center for the 2013-14 school year. Mr. Skoglund second. All were in favor (including Mrs. Westphal). Mr. Bone abstained from the vote. Motion carries 4-0-1.

Consideration of Grant Application Request: Dr. Barnes recommended the Board approve a grant application request from Kari Snyder, who would like to apply for a Missouri Farm Bureau Mini-Grant in the amount of \$250 with no District match required. The title of the Grant is, "What's that Smell?" Mr. Thomas moved to approve the grant application request. Mr. Skoglund second. All were in favor. Motion carries, 4-0.

Administrative/BOE Committee Reports: Jim Ruse noted that the Chillicothe Fire Department recently conducted an annual fire safety inspection at Field and the Chillicothe Alternative Center for Education with only minor issues cited at both schools. He said the issues have been, or are being addressed.

GRTS Adult and Community Education annual Financial Report to the Board of Education for 2012-13: Dr. Barnes presented the Board with the report showing the class fees, expenditures, net cash, adjustments and operating profit of the Adult and Community Education program for the 2012-13 school year.

**CORRESPONDENCE**

There was no correspondence.

**PUBLIC COMMENT**

Mrs. Westphal asked if any of those gathered had any public comment to make. Laura Schuler thanked the Board and Dr. Barnes for allowing her, Kathy Midgyett and Suzi Boon to attend an Educational Office Professionals workshop at Osage Beach.

**MOTION TO ENTER EXECUTIVE SESSION**

Mr. Skoglund 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, student and legal matters. Mr. Thomas second. A roll call vote was held. Mrs. Westphal – yea. Mr. Skoglund – yea. Mr. Thomas – yea. Mrs. Quinn – yea. Motion carries 5-0. Meeting adjourned.

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Robin Westphal, President

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Laura Schuler, Secretary