

CHILlicothe R-II SCHOOL DISTRICT

Members:

Paul Thomas-President
David Meneely-Vice President
Robin Westphal-Treasurer
Julie McCoy-Member

Michael Leamer-Member
Shawn Skoglund-Member
Jason Bone-Member

Regular Open Board Meeting July 19, 2011

A regular open 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 Tuesday July 19, 2011 at 6:30 p.m.

Members Present: Mr. Meneely, Mrs. Westphal, Mrs. McCoy, Mr. Leamer, Mr. Skoglund and Mr. Bone.

Also Present: Dr. Roger Barnes, Pam Fetter, Steve Haley, Brian Sherrow, Karie Black, Pam Brobst, Kenny Estes, Mindy Batye, Melanie Rucker, Penny Kennebeck, Mary Pauley, Phillip Pohren, Ed Douglas, Mike Turner, Laura Schuler, Tom Tingerthal, KCHI; Drew VanDyke, C-T; and Jillian Malloy, KMZU.

CALL TO ORDER

In the absence of the Board president, Mr. Meneely called the meeting to order at 6:32 p.m.

APPROVAL OF AGENDA

Dr. Barnes recommended the agenda be approved, with the addition of Item H, under New Business, CHS Handbook Revision. Mr. Skoglund made a motion to approve the agenda with the recommended revision. Mr. Bone second. All were in favor. Motion passes 5-0.

WELCOME

Mr. Meneely welcomed those in attendance and recognized Dr. Roger Barnes, who began his position as superintendent on July 1, 2011. Mr. Meneely also thanked Mr. Ruse and the administrative team for their efforts prior to the start of Dr. Barnes' arrival.

PUBLIC COMMENT

Mr. Meneely opened the floor for public comment. There was no public comment.

REPORTS TO THE BOARD

The Board reviewed the following reports to the board:

Summer School

Mrs. Brobst told the board that she was pleased with the number of students attending the 2011 Summer School program. She said 82 percent of students (or 261 kids) in grades kindergarten through third grade qualified for a gift card due to good attendance. In grades 4 through 9, 144 students qualified for gift cards. The students, she said, logged 78,000 attendance hours during the program's 21 days. She said that number was slightly lower than last year – possibly due to smaller class sizes in the upper grades, the lack of vocational classes at the GRTS for middle school students and the lack of certainty surrounding the availability of the program because of state funding questions. Mrs. Rucker told board members she was pleased with the summer school program in grades 4-9. Mrs. Westphal moved to accept the summer school report. Mr. Bone second. All were in favor. Motion carried 5-0.

2010-11 Assessment Program Evaluation

2010-11 Title I Targeted Assistant Program

2010-11 Title IIA Program

Mrs. Fetter spoke briefly about all three program evaluations.

Even Start Program

Mrs. Fetter told the Board that Even Start served 29 families during 2010-11. However, she said the funding is gone, but the program has enough money (\$45,000) to carry over to September 30. Several local foundations have been asked for monies to continue the program. Mrs. Fetter said the Browning Foundation would like solid evidence that the Board would support the program. Mrs. Fetter said the program can survive on \$70,000 to \$75,000 this year. The board decided to wait until the regular August meeting to take action on this issue.

Consent Agenda

Mr. Meneely asked for a motion to approve the Consent Agenda with the removal of Administrative Reports. Mr. Skoglund moved to approve the Consent Agenda with the removal of item A.3., Administrative Reports. Mrs. McCoy second. All were in favor. Motion carried 5-0. Other items listed on the Consent Agenda were:

Minutes of the Previous Meeting

Payment of Bills: For the month of June totaling \$370,830.05

Fund II Transfer: The board noted a Fund II Transfer and a Fund IV Transfer in June 2011 totaling \$2,106,173.58

Administrative Reports

Dr. Barnes told the Board that there was a break-in at Field School on July 5 with an estimated damage total of \$4,500 to \$5,000. Most of the damage, he said, was glass breakage. One camera was also missing. A police report has been filed.

Fire Inspection Report: After reviewing the submitted report (*See Custodian of Records*), Mr. Meneely advised he would like to view a checklist at the next meeting to confirm the recommended changes were made.

Committee Reports:

Mrs. McCoy told the Board that the Salary and Welfare Committee recently met and had a good discussion about the District's finances. In the meeting, she said, the importance of improving the District's reserves was noted, as was the importance of improving morale. The committee will meet again to establish their priorities and bring them to the Board. Mrs. McCoy did say that the committee would like to see horizontal movement on the District's salary schedule, which would cost the district approximately \$3,000 and affect two certified staff members.

Mrs. McCoy recommended the board approve horizontal movement on the salary schedule. Mr. Skoglund second. All were in favor. Motion carried 5-0.

Mr. Leamer told the Board the Buildings Committee has met, but there are no recommendations at this time.

Mr. Meneely told the board that the Technology Committee had not yet met.

Financial Report

Dr. Barnes told the board that the ending balance, as of June 30, 2011 for the R-II School District shows \$2.4 million in the General Fund with an overall balance of approximately \$3,098,000. While the District made some gains in improving the district's reserves, of that gain, \$855,515 was one-time money received from a federal jobs bill and the stimulus bill. So, Dr. Barnes said, that in reality, the district gained \$450,000. He then commended Mr. Ruse and the administrative team for pulling back on spending to keep the district from deficit spending in the 2010-11 school year. Such a gain, he said, will likely not be seen next year.

The board reviewed the Monthly Finance Statement that showed ending balance of each fund for the month ended June 2011. Also included for comparison was the Monthly Finance Statement from June 2011. Ending fund balances for June 2011 are as follows:

Fund 1: \$2,448,567.14

Fund 2: 0.00
Fund 3: \$774,629.02
Fund 4: \$475,680.44
Investments: \$280,935.62
\$4,098,817.78

The board reviewed the Chillicothe R-II **investments and bank accounts** balances as of June 30, 2011. The balances were shown as follows:

NOW Checking Account: \$4,098,817.78 (Total All General Funds).
Employee Health Care and Flex Care Funds: \$680,185.75.

Bid Considerations

Bread Bid: Hy-Vee Food Stores, IBC and Sarah Lee submitted bids for bread for the R-II School District. Robin Westphal made a motion to accept the bid from Hy-Vee Food Stores, Chillicothe, for the 2011-12 school year. Mrs. McCoy second. All were in favor. Motion carried 5-0.

Milk Bid: Prairie Farms and A&E Dairy submitted bids for milk for the R-II School District. Mr. Leamer moved to accept the recommended "firm" bid offered from A&E Dairy. Mr. Skoglund second. All were in favor. Motion carried.

Paper Bid: The following companies submitted bids to supply the District with paper for the 2011-12 school year: Clayton Paper & Distribution Inc., Contract Paper Group, Inc., Paper 101, Polar Paper Products, Paper Corporation and Educational Cooperative. Mrs. McCoy made a motion to accept the bid from Paper Corporation. Mr. Leamer second. All were in favor. Motion carried 5-0.

Fuel Bid: Dr. Barnes reported that only one company submitted bids to supply the District with fuel for the 2011-12 school year. Mrs. Westphal moved to accept the recommended bid as noted from MFA Oil Company, Chillicothe. Mr. Skoglund second. All were in favor. Motion carried 5-0.

There were no bids submitted for *tires*.

Meal Prices

Dr. Barnes told the board that the District's meal program operated in the black last year possibly due to an improvement in meal quality, more student participation, and an increasing number of students taking part in the Free and Reduced Lunch Program. To comply with federal guidelines, which stipulate that the federal meal reimbursement is not to subsidize food service programs, Dr. Barnes said the District needs to raise meal prices or transfer funds from the General Revenue Funds to food service (\$4,457.92). He recommended transferring funds from the general funds to the food service account and keeping the meal prices as they currently are rather than raising lunch prices. Mrs. McCoy made a motion to transfer \$4,457.92 from the General Revenue Fund to the food service department. Mrs. Westphal second. All were in favor. Motion carried 5-0.

Consider Tax Rate Hearing

Dr. Barnes recommended the Board set the annual R-II Tax Rate Hearing at 6:15 p.m. on August 16, 2011. Mr. Skoglund recommended the hearing be set at that time and on that date. Mrs. Westphal second. All were in favor. Motion carried.

AYBF Donation

Dr. Barnes recommended the Board donate two family activity passes (worth \$125 each) to the upcoming Area Youth Benefit Fund. Mrs. Westphal moved to donate the passes to the charity. Mrs. McCoy second. All were in favor. Motion carried.

MSBA/MASA Fall Conference

Dr. Barnes notified the Board that the annual MSBA fall conference was slated to be held in Tan-Tar-A from September 29 through October 2.

CHS Handbook Revisions

Mr. Sherrow spoke to the board about the proposed change to the CHS Handbook for the 2011-12 school year. The revision clarifies the definition of cell phone usage and how the policy is enforced. (See *Custodian of Records for Revision*). Other changes were also made to the names of the school's administration and the dates listed. Mrs. McCoy made a motion to accept the recommended revisions to the CHS handbook. Mr. Skoglund second. All were in favor. Motion carried.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENT

Mr. Meneely asked those in attendance if they would like to make any public comment. Mrs. Brobst told those gathered that the custodians at Dewey School, Ken Burns and Rick McCully, should be commended for their efforts this summer.

Dr. Barnes and Mr. Haley commended the Ministerial Alliance for their One Project, which was held earlier in the month.

Mrs. Brobst expressed appreciation to those involved with the Dewey School Project and to those that donated to the project which is currently underway at Dewey School.

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 and legal matters. Mr. Leamer second. A roll call vote was held. Mr. Thomas – yea. Mr. Meneely – yea. Mrs. Westphal – yea. Mrs. McCoy – yea. Mr. Leamer – yea.. Mr. Skoglund – yea. Mr. Bone – yea. Motion carries 6-0.

Paul Tomas, President

Laura Schuler, Secretary