

CHILLICOTHE R-II SCHOOL DISTRICT

Members:

Paul Thomas-President
David Meneely-Vice President
Robin Westphal-Treasurer
Brent Turner-Member

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

Tax Rate Hearing August 20, 2012

The Board of Education of the Chillicothe R-II School District held a tax rate hearing at the Administrative Office, 1020 Old Hwy 36 West, in the City of Chillicothe, state of Missouri, on Monday, August 20, 2012 at 6:15 p.m.

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

Also Present: Superintendent Dr. Roger Barnes, Assistant Superintendent Jim Ruse, Jayme Caughron, Ron Wolf, Roger Wolf, Brian Sherrow, Kristi Christy, Caleb Hearon, Steve Haley, Karie Black, Susan Mayers, Philip Pohren, Melanie Rucker, Terry Mammen, Dan Nagel, Abby Smith, Laura Schuler, Randy Dean, KCHI, Drew VanDyke, C-T.

Dr. Barnes stated that the total assessed valuation increased \$1,977,128 (or 1.5 percent) for a total of \$134,074,808. Dr. Barnes recommended that the new tax rate ceiling for operating purposes will be \$3.63 – the same as the previous year; the debt service levy of \$0.54; and the capital projects levy of \$0.12 for a total adjusted tax rate of \$4.29 – the same as the previous year. He recommended the tax rate for the 2012-2013 school year to be set at \$4.29 per \$100 assessed valuation as follows:

Fund 1 – Incidental	\$3.63
Fund 2 – Teachers	\$0.00
Fund 3 – Debt Service	\$0.54
Fund 4 – Capital Projects	<u>\$0.12</u>
Total-	\$4.29

Mr. Meneely then opened the floor for public comments concerning the proposed tax rate for 2012-2013. Hearing none, Mr. Turner made a motion to set the 2012-2013 tax levy at \$3.63 in Fund 1, \$0.54 in Fund 3, \$0.12 in Fund 4 for a total of \$4.29. Mr. Leamer second. Motion carried 6-0.

Regular Meeting August 20, 2012

The Board of Education of the Chillicothe R-II School District held a regular open meeting at the Chillicothe R-II Administrative Offices, in the City of Chillicothe, State of Missouri, on Monday, August 20, 2012 at 6:30 p.m.

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

Also Present: Superintendent Dr. Roger Barnes, Assistant Superintendent Jim Ruse, Jayme Caughron, Ron Wolf, Roger Wolf, Brian Sherrow, Kristi Christy, Caleb Hearon, Steve Haley, Karie Black, Susan Mayers, Philip Pohren, Melanie Rucker, Terry Mammen, Dan Nagel, Abby Smith, Laura Schuler, Randy Dean, KCHI, Drew VanDyke, C-T.

CALL TO ORDER

Mr. Meneely called the public meeting to order at 6:30 p.m.

APPROVAL OF AGENDA

Mrs. Skoglund moved to approve the agenda. Mr. Bone second. All were in favor. Motion carried 6-0.

WELCOME, PUBLIC COMMENT & RECOGNITION

Mr. Meneely welcomed those in attendance and asked those gathered if they would like to make a public comment. There was no public comment.

REPORTS TO BOARD

Eddison Summer School Report – Dr. Barnes told the Board that the participation in the 2012 Summer School Program was substantially higher than the year previous, which once calculated, will result in a higher ADA for the District. Mrs. Westphal moved to approve the 2012 Edison Summer School Report. Mr. Skoglund second. All were in favor. Motion carried.

FCCLA National Officer Recognition: Brian Sherrow introduced Caleb Hearon, a CHS student who ran and was elected as a National FCCLA Officer. Caleb then spoke to the Board about his duties as a National FCCLA Vice President of Membership for the 2012-13 school year.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Consent Agenda: Mr. Thomas moved to approve the Consent Agenda. Mr. Skoglund second. All were in favor. Motion passed 6-0. Items included in the Consent Agenda were:

- **Minutes** from the July 17, July 23, August 6, August 13, 2012 open meetings.
- **Payment of Bills** for July 2012 totaling: \$484,200.85.
- **Fund II and IV Transfer** in July 2012 in the amount of \$330,075.68

Finance Report:

Dr. Barnes presented to the Board the General Ledger and Monthly Finance Report for the month ending July 2012. Also included for comparison was the Monthly Finance Statement from July 2011. Ending balances for each fund are as follows:

Fund 1	\$4,611,353.13
Fund 2	\$275,042.83
Fund 3	\$198,414.53
Fund 4	\$412,581.67
Total	\$5,497,402.17

The Chillicothe R-II Investments and bank accounts balances as of July 31, 2012, were shown as follows:

Now Checking Account	\$5,939,279.66 (<i>Total All General Funds</i>)
Employee Health Care and Flex Care Funds	\$312,355

Review APR Results

Dr. Barnes informed the Board that in 2012, the Chillicothe R-II School District met all 14 state standards, which is based both on spring test scores and end of course testing. He noted that in determining student achievement, the state measures five consecutive years of data. Therefore, a few high scores achieved in 2008 will not be used to measure achievement in 2013. Dr. Barnes said that the District will work toward continuing the trend of showing improvement in all areas. He urged the Board members to congratulate staff, administrators and students for their hard work.

Consider Bus Routes

Dr. Barnes presented the 2012-13 bus routes for Board approval. He noted that the District's 15 buses run 660.2 miles per day on 20 routes. He recommended the Board approve the routes as presented. Mr. Turner moved to approve the 2012-13 bus routes as presented. Mr. Skoglund second. All were in favor. Motion carries 6-0.

Consider Bus Drivers Handbooks

Dr. Barnes presented the 2012-13 Bus Drivers Handbooks and 2012-13 Bus Riders Handbooks for Board approval. He told the Board members that both handbooks were nearly identical to the handbooks in 2011-12 and recommended the Board approve them as presented. Mrs. Westphal moved to approve the Bus Drivers Handbook and Bus Riders Safety Handbook as presented. Mr. Thomas second. All were in favor. Motion carries 6-0.

Declare Surplus Property

Dr. Barnes presented a list of items formerly of CHS that he recommended be declared surplus. The list included the following items:

- Broken Hot Dog Machine – Super Dogger,
- Broken Popcorn Machine
- Cheerleading Surplus – 61 skirts, 8 short sweater vests, 72 shells, 14 raincoats, 21 pair of gloves, 17 earmuffs, 12 hats, 9 garment bags, 12 poms and 7 coats.

Mr. Skoglund moved to approve all the items listed as surplus property. Mr. Thomas second. All were in favor. Motion carries 6-0.

Revise Board Policies

Dr. Barnes told the Board that in 2009, the Board stopped paying for and utilizing the full policy maintenance offered by the Missouri School Boards Association. Since that time, Dr. Barnes said, the MSBA recommended policy updates provided to the District have been generic and have not reflected policies specifically designed for the Chillicothe School District. He recommended the Board move back to a full maintenance policy service with MSBA, which will not cause the Board to overlook its local exceptions to the general policies that MSBA crafts. The cost of full policy maintenance is \$1,710 annually with a one-time conversion cost of \$1,000. He also recommended the Board reinstate the following policies to reflect the Board's original intent:

- **GCBDA – PROFESSIONAL STAFF SHORT-TERM LEAVES AND ABSENCES:**
 1. *Sick Leave:* Professional staff employees who are employed for **12** months and are entitled to **10** days of sick leave; professional staff employees whose assignments call for full-time employment only during the regular school term will be entitled to **10** days of sick leave. Unused sick leave will be cumulative to **110** sick leave days.
 2. *Personal Leave:* When a faculty member accumulates 0-50 days of sick leave, he/she will have **two (2)** personal days per school year to be used from his/her accumulated

sick leave; and when a faculty member accumulates over **50** days of sick leave, he/she will have **three (3)** days per school year to be used from his/her accumulated sick leave.

3. *Personal Leave* - Leave will **not** be granted for an employee due to adverse weather conditions. Leave will not be granted for an extension of a holiday.
4. *Vacation*: All professional staff employed on a 12-month basis will receive **two (ten days) weeks** of vacation a year.
5. *Bereavement Leave*: When a death occurs in an employee's immediate family, the employee may take up to **three** days off with pay to attend the funeral or make funeral arrangements.
6. *Bereavement Leave*: After the exhaustion of the **three days** of bereavement leave, the employee may use personal leave.

- **GDBDA – SUPPORT STAFF LEAVES AND ABSENCES:**

1. *Sick Leave*: Any support staff employee whose assignment calls for 12 months of full-time employment will be entitled to **ten (10) days** of sick leave. Support staff employees whose assignments call for full-time employment only during the regular school term will be entitled to **seven (7) days** of sick leave. Unused sick leave for 12-month employees will be cumulative to **110** sick leave days. Unused sick leave for 9-month employees will be cumulative to **seventy (70)** sick leave days.
2. *Sick Leave*: **Upon retirement, an employee would be paid \$10/day per unused sick leave up to 70 days for 9-month employees and 110 days for 12-month employees.**
3. *Personal Leave*: **Employees with accumulated sick leave of at least 14 days would be allowed to use one (1) day of personal leave per school year for personal reasons with the same stipulations as the certified staff.**
4. *Personal Leave*: **Leave will not be granted for an extension of a holiday.**
5. *Vacation*: **Support staff employed on a 12-month basis with years of service of one (1) will receive two (2) weeks – ten (10) days of vacation per year. Employees with 15 years or more of continuous service will receive three (3) weeks – 15 days. NOTE: 12-month employees working less than one (1) year prior to July 1 of the next fiscal year may receive a prorated share of vacation days. Vacation days must be approved by the administrator in charge and used each year no later than the Friday in August prior to the opening of the school year. Vacation not used by that time is forfeited.**
6. *Bereavement Leave*: When a death occurs in an employee's immediate family, the employee may take up to **three (3) days** off with pay to attend the funeral or make funeral arrangements.
7. *Bereavement Leave*: after the exhaustion of the **three (3) days** of bereavement leave, the employee may use personal leave.

Mr. Skoglund moved to reinstate the policies GCBDA and GDBDA to what has been established previously by the Chillicothe R-II School Board. Mr. Thomas second. All were in favor. Motion carries 6-0.

Mrs. Westphal moved to utilize the full service policy maintenance offered by MSBA. Mr. Bone second. All were in favor. Motion carries 6-0.

Administrative/BOE Committee Reports

GRTS: Ron Wolf told the Board that the Chillicothe FFA Chapter has been recognized as one of 10 FFA Chapters among approximately 8,000 across the nation as deserving of the Chapter Innovation in Agriculture Award.

Correspondence

The Board received a letter of thanks from Maggie McCoy to the Board and Dr. Roger Barnes for selecting her as the recipient of the John T. Belcher Scholarship in 2012.

PUBLIC COMMENT

Mr. Meneely asked those gathered if they had any public comment to make. There was no public comment.

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. Mrs. Westphal second. A roll call vote was held. Mr. Meneely – yea. Mrs. Westphal – yea. Mr. Skoglund – yea. Mr. Leamer – yea. Mr. Thomas – yea. Mr. Bone – yea. Mr. Turner –

yea. Motion carries 7-0.

David Meneely, President

Laura Schuler, Secretary