

## 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 Open Meeting November 19, 2013

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, November 19, 2013 at 6:30 p.m.

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

Also present: Dr. Roger Barnes, Jim Ruse, Brian Thompson, Jana Shira, Dave Sheler, Jayme Caughron, Adam Wolf, Philip Pohren, Brian Sherrow, Abby Smith, Karie Black, Julie Chastain, Linda Hauck, Terry Mammen, Melanie Rucker, Stacie Pauls, Jamie Pauls, Penny Kennebeck, the Mumper family, Terria Cox, Ruger Cox, Buffy Tipton, Tristan Tipton, Billie Tipton and Tristan Tipton, Billie McGraw, Terri May, Richard and Delores Carpenter, Cassy Carpenter, Spencer and Melissa Ficken, Mary Turner, Keri Rodenberg, Marla Harrington, Pam Swift, Pablo Jones and Family, Steve Haley, dean Tolle, Stephanie Baldwin, Pam Constant, Lance Harvey, Austin Buckner, C-T; Tom Tingerthal, KCHI; and Laura Schuler.

### **WELCOME/PLEDGE OF ALLIEGENCE**

Mrs. Westphal welcomed those in attendance and led those gathered in the Pledge of Allegiance.

### **APPROVAL OF AGENDA**

Mrs. Westphal asked for a motion to approve the agenda Mr. Skoglund moved to approve the agenda as presented. Mr. Turner second. All were in favor. Motion carries 5-0.

### **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.

### **STUDENT RECOGNITION**

Dr. Barnes presented Philip Pohren, who introduced teachers Terria Cox and Mary Turner as well as the following students to be recognized as members of the Field Fleet Feet Running Club: Porter Ficken, Shelby Tolle, Trista Tipton, Kirsten Scott, Ruger Cox, Juliann Gabrielson, Briana Ritchie, Cami Carpenter, Griff Bonderer and Caleb Mumper. Pablo Jones was also recognized for academic achievement. All students received a certificate from Mr. Skoglund.

### **STAFF RECOGNITION**

Dr. Barnes informed the Board that the candidates for Teacher of the Year and Beacon Award have been chosen. He asked each building administrator to introduce their respective candidates. Abby Smith introduced Linda Hauck as Dewey School's Teacher of the Year candidate and Julie Chastain as the Beacon Award candidate; Philip Pohren introduced Billie McGraw as Field School's Teacher of the Year candidate and Terry May as the Beacon Award nominee; Melanie Rucker introduced Jana Shira as the Teacher of the Year candidate and Dave Sheler as the Beacon Award nominee for Central; Steve Haley introduced Keri Rodenberg as the CMS Teacher of the Year candidate and Stacie Pauls as the Beacon Award nominee; Brian Sherrow introduced Pam Constant as the CHS Teacher of the Year candidate and Johnny McClean as the Beacon Award nominee; Jayme Caughron introduced Nancy Burtch as the GRTS Teacher of the Year nominee and Marla Harrington as the Beacon Award nominee.

### **REPORT TO THE BOARD**

Community & Adult Education Report: The Board reviewed the report. Mr. Thomas moved to approve the Community & Adult Education Report. Mr. Skoglund second. All were in favor. Motion carried, 5-0.

### **OLD BUSINESS**

Second Reading of New Board Policies: Second Reading. The Board reviewed the policies that MSBA has recommended for updates. The following policies are being considered:

- AH – Tobacco-Free Buildings
- DCA – Tax Rate Hearings and Reviews
- DK – Payment Process
- BBA – Board Member Qualifications

- GBM – Staff Grievances
- GCBDA – Professional Staff Sick Leave Pool
- IGBA – Programs for Students with Disabilities
- IKFB – Graduation Exercises
- JFCA – Student Dress Code
- JFCJ – Weapons in School
- JGD – Student Suspension and Expulsion
- JHG – Reporting and Investigating Child Abuse/Neglect
- KG – Community Use of District Facilities
- KK – Visitors to District Property/Events

There was a discussion. Dr. Barnes explained that the policies will be read in December and action regarding those policies could be taken at that time.

**NEW BUSINESS**

Consent Agenda: Mrs. Westphal asked for a motion regarding the Consent Agenda, which included correcting the minutes of the October 15, 2013 to reflect that Mrs. Westphal, whom was not present during the meeting, did not participate in the roll call vote to enter into executive session. Mr. Skoglund moved to approve the Consent Agenda as amended. Mr. Leamer second. All were in favor. Motion carried, 5-0. Items listed on the Consent Agenda were:

- Minutes from the October 15, 2013 regular meeting.
- Payment of bills totaling \$474,176.37.
- Fund II Transfer. There was no Fund II Transfer.

Audit Report: Dr. Barnes introduced Robert Conrad, of Lockridge, Constant & Conrad, LLC, whom presented the Audit findings for the 2012-13 school year. *(To view a copy of the Audit findings for the 2012-13 school year, please see the Custodian of Records.)* There was a discussion. Mr. Skoglund moved to approve the Audit findings for the 2012-13 school year. Mr. Turner second. All were in favor. Motion carries, 5-0.

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

Fund 1	\$4,607,544.61
Fund 2	\$109,344.11
Fund 3	\$197,049.26
Fund 4	<u>\$93,486.02</u>
Total:	\$5,007,424.00

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

- Now Checking Account - \$5,030,392.78 *(Total All General Funds)*
- Employee Health Care and Flex Care Funds \$182,643.68

Dr. Barnes made comments regarding the state of District finances. There was a discussion.

Consider Job Descriptions: Dr. Barnes noted that job descriptions have been created for the Administrative positions, GRTS Financial Aid and Curriculum Director. He recommended the approval of the job descriptions for the District. Mr. Turner moved to approve the job descriptions. Mr. Skoglund second. All were in favor. Motion carries, 5-0.

Consider Copier Agreement Extension: Dr. Barnes told the Board the District’s current copier agreement is with ProServe of St. Joseph and the current agreement is for 60 months, which will expire in February. ProServe, Dr. Barnes said, would like to extend the service agreement for another 62 months beginning in December for a price of \$68,400 (cost spread over 62 months). He noted this is \$558.86 less than the previous service agreement. The new agreement will also include new machines in all service areas and have a 1 million additional copies allowance. The current agreement allows for the continuation of the agreement. Dr. Barnes recommended the Board approve continuing the copy agreement with ProServe for another 62 months. There was a discussion. Mr. Skoglund moved to approve the continuation of the copy agreement with ProServe for another 62 months. Mr. Turner second. All were in favor. Motion carried, 5-0.

Consider MSBA Buy Board Cooperative Membership: Dr. Barnes recommended the District join the MSBA BuyBoard Cooperative, which is a purchasing cooperative that can save District funds, utilizing their approved vendors. There was a discussion. Mr. Turner moved to approve joining the MSBA BuyBoard Cooperative. Mr. Bone second. All were in favor. Motion carried, 5-0.

Adopt Board of Education Election Filing Dates: Dr. Barnes told the Board that the Official Board of Education candidate filing dates for the April Election is December 17, 2013 to January 21, 2014. Candidates can file in the Central Office beginning at 8 a.m. on December 17. Filing will close at 5 p.m. on January 21, 2014 all as per the Missouri Election Calendar. The terms of Board members Jason Bone, Michael Leamer, and Shawn Skoglund will expire in April 2014. All terms are three years in duration. He recommended the approval of the dates and filing times. Mr. Turner moved to approve the dates and filing times of the Board of Education Election Filing Dates. Mr. Leamer second. All were in favor. Motion carried, 5-0.

Administrative/BOE Committee Reports: The Board reviewed the submitted Administrative Reports, including the Technology Committee Report. There was a discussion. Dr. Barnes also noted that upcoming dates of importance included the Next Regular meeting set for December 17, 2013 at 6:30 p.m. Dr. Barnes also noted that several Christmas programs are scheduled to be held and encouraged Board members to attend.

Correspondence: Dr. Barnes noted that the District received a thank you note from Rosie Smith, president of the Missouri Retired Teachers Association, for paying the first year state M.R.T.A. dues for the 2013 newly retired teachers who joined that organization. Also included in this month's correspondence was a letter from MSBA documenting that a check of \$597.53 has been forwarded to the District from that organization. The funds were the District's rebate for participating in the MSBA P-Card program for the past year. A thank you note was also included from The Tornadoes, thanking the District for its donation of the track and the facilities for use of an event designed to address domestic violence and to further education of those affected by it.

#### **PUBLIC COMMENT**

Mrs. Westphal asked if anyone in attendance had any public comment. There was no public comment.

#### **MOTION TO ENTER INTO EXECUTIVE SESSION**

Mrs. Westphal asked for a motion to enter executive session. Mr. Skoglund moved to enter Executive Session as provided under Missouri Revised Statute, 610.021, for the purpose of employing, discussion and evaluating personnel, discussing real estate, and legal matters. Mr. Turner second. A roll call vote was taken. Mrs. Westphal, yea; Mr. Skoglund, yea; Mr. Bone, yea; Mr. Leamer, yea; Mr. Thomas, yea; Mr. Turner, yea. Motion carries, 6-0.

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Robin Westphal, President

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Laura Schuler, Secretary