

January 26, 2021

The Board of Education of the School District of Marshall met in regular session on Tuesday, January 26, 2021 at Spainhower Primary School at 6:00 p.m.

Present: President Erin Meyer, and members Ed Harper, Bryon Jacques, Harry Carrell, Ellen Lance, Matt Smith, and Christy Varner. Also Carol Maher, Superintendent of Schools; Linda Perkins, Board Secretary; Terry Lorenz, Assistant Superintendent; Diane Gillaspie, Director of Curriculum and Instruction; Grace Durham, Director of Special Services; Callie Dobbins, Director of SCCC; Janine Machholz, Rendy Maupin, and Amy Heuman, Elementary Principals; and certified staff.

Absent: None

On a motion by Mr. Carrell, seconded by Mr. Jacques, the board unanimously approved the minutes of the December 15 regular board meeting and the January 12 special board meeting.

On a motion by Mr. Harper, seconded by Mrs. Varner, the January bills totaling \$1,455,724.17 were approved on the following vote:

Ayes: Carrell, Harper, Lance, Meyer, Smith, Varner

Nays: None

Abstain: Jacques

On a motion by Mr. Smith, seconded by Mr. Harper, the monthly finance reports were unanimously approved.

On a motion by Mr. Jacques, seconded by Mrs. Lance the board unanimously approved the Federal Programs Review.

On a motion by Mrs. Lance, seconded by Mr. Smith, the board unanimously approved the Health Services Program Review.

On a motion by Mr. Jacques, seconded by Mr. Carrell, the board unanimously held the first reading of MSBA Policy GBH.

On a motion by Mr. Smith, seconded by Mr. Jacques, the board unanimously adopted the agenda for the remainder of the meeting.

Terry Lorenz, Assistant Superintendent, reported the sod for the football field has been received and the fiber project will begin in a few weeks. There are a few items to complete at Spainhower Primary before the final payment is made. He reviewed two options to work on the track which included a track rebuild or an alternative solution of a mill and overlay. The board instructed Dr. Lorenz to receive bids for these options.

Carol Maher, Superintendent, reported the Returning to Learning Plan is an administrative procedure and was never voted into policy. The question of continuing in-seat learning was not a voting issue. She recommends to keep in place the COVID Dashboard; building by building decisions, based on 15% of students absent from COVID issues or 10% of faculty absent for COVID issues; and parents have the choice

of virtual education, whether it be from MPS Acellus program or ones from Launch, MOVA, etc. Central Office Plans are as follows:

1. Purchase KN95 masks for all employees and for students who request them.
2. Require instruction (or a repeat) of proper mask usage for all students.
3. Employees agree and sign document assuring Board of Education they will practice proper mask wearing, as directed by MPS administration.
4. Work with the SCHD to facilitate COVID vaccinations for MPS employees.
5. Review lunch procedures and expectations in all buildings.

When MPS employees use all their sick days, and are docked for absences, this is calculated at their daily rate. This is how we arrived at the \$41,000 figure for COVID Leave cost the first semester of this year. If we consider actual costs up to this point, and do not use our accounting system, it is much less than the original figure. If we hired substitutes for all the days missed, these would be the numbers:

104 teacher COVID absences @ \$85 per day =	\$ 8,840
138 para COVID absences @ \$85 per day =	<u>\$11,730</u>
	\$20,570

When adjusting the budget for COVID absences, at this point, there is not a negative effect on the budget because we are still within what we planned for substitute teachers this year. This is because there were not as many absences taken as budgeted from last year; most of the absences were not filled with subs since teachers covered for other teachers often; and there are no teacher PD days where subs are needed.

Dr. Maher reviewed budget amendments which are attached to these minutes.

Written reports were submitted by Mindi Coslet, CTA; Jeana Wise, PDC; Jim Papreck, Data Analysis; Grace Durham, Special Education; and Diane Gillaspie, Director of Curriculum.

Principals' reports were given by Janine Machholz, Rendy Maupin, and Amy Heuman. Each building had different activities but some of the activities done in Benton, Southeast and Eastwood included making a Christmas item to be delivered, students kept an attendance chart and received a special token from a treasure chest, and virtual activities which included a library, music activities, and teachers acting out a story being read to students. They thanked their teachers and classified staff for helping putting these activities together and making deliveries. The transportation department was thanked for helping with deliveries and the social workers were also thanked for their assistance with projects.

On a motion by Mr. Jacques, seconded by Mr. Harper the board unanimously approved the COVID-19 Resolution removing item 9. Budget Ceiling for COVID Leave Pay. A copy is attached to these minutes.

The Director of Curriculum and Instruction Program was discussed. Erin Meyer thanked the CTA with their assistance with a survey regarding this position. Dr. Meyer reviewed some of the comments and would like to review the comments one more time before making any decision.

Bryon Jacques read the following regarding the R2L Plan:

It has been requested that an explanation for not following the R2L Plan be given so everyone understands the rationale behind these pivotal decisions. This was requested by a few from inside and outside the district. After speaking with many of the stakeholders questioning, the only part of the plan that was not being followed, of the entire document, was actually the table citing the numbers to move between the phases. Remember, Jim Papreck and Travis Reid just proposed this calculation in December and when it was given, the mitigation strategies and phase numbers were given with a notation that they could be adjusted to suit our district more, but this was a starting place.

By the time for return to in seat instruction on January 4, 2021, and in the first week, community spread was higher due to holiday travel and interactions based on the curve upward and school had not even been in seat very long. By checking with the health department there was communication that we should not abandon in seat learning just yet and let the rise subside from the increased exposures that citizens in the community had shown positive test results, not in relation to school attendance. In response, we waited and saw the numbers fall over the next two weeks, but still staying above the cited thresholds in the R2L Plan. The communication that came from the district last week was that we were sticking with in seat instruction at this time due to a majority consensus of the BOE, which has the obligation and right to decide operations of the district. This was done with information from the superintendent also. With that being said, there are many factors that went into that decision and some, but not all of those are on the following list that the BOE considered:

1. Covid rates in district
2. Successful use of mitigation strategies
3. Community input through survey 61% for 39% opposed to in seat instruction
4. Ability to successfully support students daily in school and personnel
5. Mental and physical health of students in district that are more stable in seat then distanced
6. Grades of distance learners being significantly lower overall than that of in seat learners which means we are not being totally successful with distance learners for a variety of reasons again: ability to learn remotely, having access to all needed technology and WiFi, consistency of instructional delivery, students logging on daily and completing work, educational equity, etc.
7. Communication with the R2L committee about changing the thresholds: 50% distance preference; 31% decisions made by building; 13% for doubling and raising the threshold; 6% for raising the threshold by 50%. Basically 50% to remain with the current thresholds and the other 50% for a variance that would leave decisions by building and taking out the table or raising the thresholds which would leave us in-seat.
8. The fact that we have a strong and thorough plan to account for daily procedures, that we use CDC guidelines of quarantine versus DESE's recommended timelines and other safety procedures and cleaning schedules.

9. Realization that the table hampers us in decision making as most all other districts have abandoned a number to denote phases, but they use daily ability for the district to function and deliver education as safely as possible.

This issue is complex and does not just boil down to one number sadly, as that would be so simple. I ask and am truly willing to beg us to have some grace with each other and cooperation while working to focus on the safety and education of the students while supporting the staff to do their jobs. I would further ask our community to react and wear a mask while out to slow community transmission and better control our community numbers that have a direct effect on the feelings for in seat attendance.

After the meeting I met with CTA yesterday, there were also some requests that CO has been made aware of (via email that day also) and measures are on the way to meet some of these needs. These were requested by CTA to support them while delivering in seat instruction. These will be accomplished ASAP.

Request submitted by CTA to superintendent via email on January 25, 2021 and myself at meeting on January 25, 2021 with Mindi Coslet, Amy Carney and Jim Paperck:

1. Purchase KN95 masks for all employees and for students who request them. (100 on hand, CO ordering 300 and I want to encourage more to be ordered to be on hand)
2. Require instruction (or repeat) of proper mask usage for all students.
3. Employees agree and sign document assuring Board of Education they will practice proper mask wearing.
4. Work with SCHD to facilitate COVID vaccinations for MPS employees.
5. Review lunch procedures and expectations in all buildings.

On a motion by Mr. Harper, seconded by Mr. Jacques, the board unanimously approved to pay teachers for covering classes at a rate of \$15 per hour, effective January 4, 2021 through the end of the 2020-21 school year.

On a motion by Mr. Jacques, seconded by Mrs. Lance the board unanimously approved budget amendments presented earlier by Dr. Maher.

On a motion by Mrs. Lance, seconded by Mr. Jacques, the board unanimously approved grants from FIPSE, HEERF, and Buckner Foundation for the purpose of helping future distance learning needs and students in Marshall Public Schools higher education institution (SCCC Adult Programs).

Pay for substitute teachers was discussed. Dr. Maher had surveyed area schools to see what they paid their substitutes. The average 2021 daily rate (short term) was \$84.49. Marshall currently pays \$85.00 per day. No action was taken to change the rate of pay for Marshall.

On a motion by Mr. Harper, seconded by Mrs. Varner, the board adjourned at 8:15 p.m. to reconvene in executive session with closed record and closed vote pursuant Section 610.021 (1) legal actions involving the district, attorney communications, (2) leasing, purchase, or sale of real estate, (3) hiring, terminating disciplining or promoting, and (13) personnel records, evaluations, applications. The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Meyer, Smith, Varner  
Nays: None

In executive session, a motion was made by Mr. Jacques, seconded by Mr. Harper, to enter into executive session, approve the previous closed session minutes, and approve the closed session agenda. The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Meyer, Smith, Varner  
Nays: None

On a motion by Mr. Harper, seconded by Mr. Smith, the board accepted the resignations of the following:

- Guadalupe Martinez, Parents As Teachers Educator, retirement as of June 30, 2021
- Deborah Foffel, SCCC Business Teacher, retirement as of June 30, 2021
- Amy Miles, Southeast 4th Grade Teacher, retirement as of June 30, 2021
- Nathan Cato, Benton Focus Room Para, as of January 22, 2021
- James Scharnhorst, Maintenance, retirement as of February 26, 2021
- Alexandria Trelow, Spainhower Primary Secretary, as of January 29, 2021

The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Meyer, Smith, Varner  
Nays: None

On a motion by Mr. Smith, seconded Mrs. Varner, the board approved the employment of the following:

- Hannah Marshall, Kindergarten Paraprofessional at Spainhower Primary
- Kim Adams, Part-time Speech Implementer at MHS, for 2nd Semester
- Monyette Browder, Part-time Custodian at Benton
- Adriana Rodriguez, MHS Vice Principal Secretary
- Jodie Henks, Kindergarten Paraprofessional at Spainhower Primary
- Miranda Atwood, Special Education Para at Benton

The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Meyer, Smith, Varner  
Nays: None

The board was informed of the transfer of Danica Bolser, Spainhower Primary Paraprofessional to Spainhower Primary Secretary.

Dr. Meyer stepped out of the meeting.

On a motion by Mr. Jacques, seconded by Mrs. Lance, the board approved a two year contract for Grace Durham, Director of Special Services, at her current rate of pay. The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Smith, Varner  
Nays: None

A contract for Terry Lorenz, Assistant Superintendent, was discussed. Dr. Lorenz currently is in his first year of a two year contract. A motion was made by Mr. Jacques, seconded by Mr. Harper, to approve a two year contract for Terry Lorenz. The motion was as follows:

Ayes: Carrell, Harper, Jacques  
Nays: Lance, Smith, Varner

Dr. Meyer returned.

On a motion by Mr. Carrell, seconded by Mr. Smith, the board approved to return to regular session. The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Meyer, Smith, Varner  
Nays: None

On a motion by Mr. Jacques, seconded by Mr. Harper, the meeting adjourned at 9:41 p.m. The motion carried on a roll call vote.

Ayes: Carrell, Harper, Jacques, Lance, Meyer, Smith, Varner  
Nays: None

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President, Board of Education

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Secretary, Board of Education

The next regular meeting of the Marshall Board of Education is Tuesday, February 23, 2021 at Spainhower Primary School.

**MARSHALL PUBLIC SCHOOLS**  
**Board of Education Resolution**  
**COVID-19 Leave**  
**Final Adoption January 26, 2021**

**Whereas, the Governor of Missouri has issued Executive Order 20-02 and subsequent orders declaring a state of emergency pursuant to §§ 44.100 et seq. relating to the COVID-19 pandemic; and**

**Whereas, the federal Families First Coronavirus Response Act (FFCRA) mandated additional paid leave for COVID19 related reasons, including the Emergency Paid Sick Leave (EPSL), but that leave expired December 31, 2020; and**

**Whereas, the Centers for Disease Control (CDC) recommends that employers review leave policies to encourage employees who may be ill to remain at home;**

**Now Therefore Be It Resolved:**

- 1. Qualifying Conditions for COVID-19 Leave (COVID Leave):** If an employee did not use all the Emergency Paid Sick Leave (EPSL) provided under the Families First Coronavirus Response Act (FFCRA) by the time it expired on December 31, 2020, beginning January 1, 2021 the Board will provide leave to employees who are unable to work because the employee:
  - a. Is subject to a federal, state, or local quarantine or isolation order related to the COVID -19 virus;
  - b. Has been advised by a healthcare provider to self-quarantine because the employee has or may have COVID-19;
  - c. Is experiencing symptoms of COVID-19 and seeking a diagnosis from a healthcare provider; or
  - d. Is caring for a spouse, child, or parent who is subject to a quarantine or isolation order or has been advised to self-quarantine by a healthcare provider because the individual has or may have the COVID-19 virus. For the purposes of this resolution, the term “spouse, child or parent” has the same meaning as these terms are given under the Family and Medical Leave Act (FMLA).
  
- 2. Amount of Leave:** Full-time employees will receive up to ten (10) days of COVID Leave for the 2020-21 school year. The Board will extend up to the equivalent of two (2) weeks of COVID Leave to any regular, part-time employee based on the number of hours worked, on average, over ten (10) business days (two weeks). If an employee received EPSL, the amount of COVID Leave they are entitled to receive will be reduced by the amount of EPSL the employee has already received. Employees who exhausted the (EPSL) by December 31, 2020, are not eligible for any COVID Leave.
  
- 3. Part-time Employees with Varying Hours:** For part-time employees with varying hours, one of two methods for computing the number of hours used:
  - a. If the employee has worked six months or more, the average number of hours that the employee was scheduled per day over the six-month period ending on the date

on which the employee takes leave, including hours for which the employee took leave of any type.

- b. If the employee has worked less than six months, the expected number of hours to be scheduled per day at the time of hire.

4. **Substitute Employees:** Substitute employees do not qualify for COVID Leave.
5. **Use of Leave:** The newly approved COVID Leave cannot be used intermittently or on a reduced schedule but must be taken in a single block of time during a qualifying condition. Until exhausted, COVID Leave may be used for subsequent qualifying conditions.
6. **Payment:** COVID Leave will be paid at the employee's regular rate of pay for the qualifying reasons listed in 1a. – c., not to exceed \$511 per day or \$5,100 in total. For leave based on 1.d., the employee will be compensated at 2/3 their regular rate of pay, not to exceed \$200 per day or \$2,000 in total. Employees may not use other district-paid leave to supplement COVID Leave.
7. **Interaction with Other Paid Leave:** Employees have the option of using other accumulated paid leave prior to using COVID Leave but must notify the district in writing if that is their choice.
8. **Interaction with FMLA Leave:** When an employee is eligible for FMLA leave and is absent due to a qualifying condition under a condition stated in number 1, the district will apply FMLA concurrently with COVID Leave. The Emergency Family and Medical Leave Act (EFMLA) will not be available in 2021. This resolution does not pertain to leave time taken to care for a child(ren) whose daycare or school is closed for any reason.
9. **Expiration:** COVID Leave will be available on January 1, 2021, will expire on June 30, 2021, or until the determined budget ceiling for COVID Leave pay is met or the Board of Education terminates this resolution. COVID Leave pay will not apply to absences from duties related to summer school. Employees will not be compensated for unused COVID Leave.
10. **Documentation:** Employees taking COVID Leave will be required to provide documentation verifying that the absence is due to a qualifying COVID-19 issue.
11. **Communication:** The district will require an employee who uses COVID Leave to communicate periodically with the district regarding his or her ability to return to work or telework.
12. **Good Faith:** If the district determines by evidence that an employee is not following district rules such as wearing masks, social distancing, sanitizing, or other precautionary measures while at work; the employee is violating quarantine or isolation orders or recommendations; or is violating local, state, or federal health



orders, the superintendent or designee will deny the use of COVID Leave and the employee will be required to use his or her applicable accumulated leave or take unpaid leave. The district reserves the right to take additional disciplinary action, including termination, for these violations.

- 13. Additional Procedures:** The Board delegates to the superintendent the responsibility for creating appropriate administrative procedures to assist employees in using COVID Leave and to protect the district. The superintendent or designee is directed to collect data on the use of COVID Leave, as well as the cost associated with this leave and to seek reimbursement from appropriate local, state or federal funds if available.
- 14. Amendment or Termination:** The Board reserves the right to amend or terminate COVID Leave or any part of this resolution at any time. The administrative staff will provide regular information to the Board regarding the use of COVID Leave. The Board may reconsider or terminate COVID Leave if Congress extends the federal EPSL or otherwise requires employers to provide additional paid leave to employees, or the state requires districts to extend additional leave to employees.

**ADOPTED AS FINAL ON THIS THE 26<sup>th</sup> DAY OF JANUARY, 2021**

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**MPS BOARD PRESIDENT**

**ATTEST:**

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**MPS SECRETARY OF THE BOARD OF EDUCATION**

# MARSHALL PUBLIC SCHOOLS

## 2020 – 2021 School Year Budget Amendments

### REVENUES

BUDGET LINE	BUDGETED	AMENDMENT
County/Fed CARES	\$27,767	\$662,286
Tuition		
• K – 2 grade	• \$ 4,000	• \$ 14,200
• 3 – 4 grade	• \$ 1,500	• \$ 3,200
• Middle School	• \$65,000	• \$120,000

# MARSHALL PUBLIC SCHOOLS

## 2020 – 2021 School Year Budget Amendments

### EXPENDITURES

BUDGET LINE	BUDGETED	AMENDMENT
Tech Supplies (CARES) (Various Elem. Lines)	\$0	\$87,257 (each building)
Tech Supplies (CARES) (Middle School)	\$0	\$87,541
Tech Supplies (CARES) (High School)	\$0	\$87,541
Tech Student Use (CARES)	\$0	\$5,500

# MARSHALL PUBLIC SCHOOLS

## 2020 – 2021 School Year Budget Amendments

### EXPENDITURES

BUDGET LINE	BUDGETED	AMENDMENT
TLC Textbooks	\$0 (Math not budgeted)	\$40,000
Tuition for MOCAPS	\$13,140	\$30,000
Medical Supplies and Equipment (Various Lines)	\$0	\$40,000

# MARSHALL PUBLIC SCHOOLS

## 2020 – 2021 School Year Budget Amendments

### EXPENDITURES

BUDGET LINE	BUDGETED	AMENDMENT
Nurse Supplies (Various Lines, CARES)	\$7,962	\$25,000
Tech Dept. Supplies (CARES, Various Lines)	\$0	\$46,315

\$601,606 of the \$662,286 CARES Funding has been spent. More expenses are expected to be paid for Maintenance and Transportation.

**MARSHALL PUBLIC SCHOOLS**  
**2020 – 2021 School Year Budget Amendments**

**TOTAL AMENDMENTS**

<b>REVENUES</b>	<b>EXPENDITURES</b>	<b>DIFFERENCE</b>
\$799,686	\$709,925	+ \$89,761