

**LEWIS COUNTY C-I SCHOOL DISTRICT
BOARD OF EDUCATION MINUTES
February 19, 2020**

PRESIDENT	RANDY SHARPE
VICE-PRESIDENT	NEIL JENNINGS
MEMBER	JAMIE BRENNAN
MEMBER	SUE ANN GAUS
MEMBER	ROBERT REED MILLER
MEMBER	DONNA REID
MEMBER	NICOLE SIMMONS
SUPERINTENDENT	JOHN M. FRENCH
SECRETARY	PATTY UHLMAYER
TREASURER	KIM KRAMER

OPEN SESSION 5:30 P.M. (in Central Office, Board Room)

1. Call to Order

Having a quorum the meeting was called to order by President, Randy Sharpe. The board secretary took the roll with 6 members being present. Jamie Brennan – Yes, Neil Jennings - Yes, Robert Reed Miller – Yes, Donna Reid – Yes, Randy Sharpe – Yes, Nicole Simmons - Yes.

Sue Ann Gaus – Absent

2. Executive Session

Motion was made by Jamie Brennan, seconded by Robert Reed Miller to go into closed session with a closed record and closed vote pursuant to subsection 610.021 of the Revised Statutes of Missouri to discuss the following items # 1, 3, 6, 13, and 14. Roll call vote was taken: Jamie Brennan – Yes, Neil Jennings – Yes, Robert Reed Miller – Yes, Donna Reid – Yes, Randy Sharpe – Yes, Nicole Simmons - Yes. Motion carried 6-0.

OPEN SESSION 6:06 P.M.

4. Pledge of Allegiance

President, Randy Sharpe asked – Carrie Crist to lead the Board in the pledge.

5. Approve/Amend the Agenda

Motion was made by Nicole Simmons, seconded by Robert Reed Miller to approve the agenda as presented. Motion carried 6-0

6. Public Comment

- a. CTA/NEA – Angie Seals
- b. Public – none

7. Consent Items

- a. Approval of minutes from the **January 8, 2020** open session Regular meeting.
- b. Set next regular meeting date–**March 11, 2020, & April 15, 2020 @ 5:30 p.m.**
- c. **Approve payment of Bills.**
 - 1. **Credit Card Statement & Overall Invoice**
- d. **Approval of the substitute lists** (Derek Bracey – Sub Teacher)

Motion was made by Donna Reid, seconded by Robert Reed Miller to approve the consent agenda items as presented. Motion carried 5-0-1 abstained (Randy Sharpe).

8. Superintendent's Report**a. Monthly MSBA Board Report**

The Board viewed the February report.

- 1. MSBA Annual Conference is Sept 24-27 in KC

b. Budget Update – Superintendent, John French reviewed the financial report as of the end of January 2020.**1. Pay D & L Excavating for Hydro seeding**

Motion was made by Jamie Brennan, seconded by Robert Reed Miller to authorize the Superintendent to sign and submit the payment authorizations for payment to be made to the vendors as presented from the lease proceeds. Motion carried 6-0.

2. Food Service**i. HES Refrigerator**

Motion was made by Robert Reed Miller, seconded by Donna Reid to authorize the superintendent to purchase a new refrigerator from Hubert Company as presented and to amend the budget accordingly. Motion carried 6-0.

ii. HES Steamer

Motion was made by Jamie Brennan, seconded by Robert Reed Miller to authorize the superintendent and Scott Miller to get bids on a new machine and proceed with their best judgement to either repair or replace the Steamer in the Elementary kitchen and to amend the budget accordingly. Motion carried 6-0.

iii. HES Warmer

Motion was made by Donna Reid, seconded by Robert Reed Miller to authorize the Superintendent to purchase the elementary kitchen a warmer similar to the one ordered for the HS last year. Motion carried 6-0.

3. FV-4 Grant Money

Motion was made by Neil Jennings, seconded by Jamie Brennan to authorize the Superintendent to submit the 50/50 grant request and, if approved, purchase the items and amend the budget accordingly. Motion carried 6-0.

9. OLD BUSINESS**a. Board of Education Filing dates**

Filing for the April 7, 2020 Election for School Board members Tuesday, January 21, 2020 at 5pm. There were 3 people who signed up to run for the 3 three-year terms that are open: Donna Reid, Jamie Brennan, and Carrie Crist. Typically, this would mean there would be no need for an election and the district would not be out the expense of conducting an election; however, the state legislature passed legislation that requires public schools to still hold an election if there are any other school issues on the ballot. Therefore, there will be an election and the expense associated with it.

1. **Missouri Ethics Commission (Personal Financial Disclosures) –**

Reminders that **ALL** Board members need to complete your PFD's and return them or do it online and submit them. If you submit online, please add Patty and Superintendent, John French to receive the confirmation.

b. State & Federal Food Service Audits – will need to be rescheduled

c. Bus, Concrete/Parking Lot, and HS Gym AC Bids –

Also add Mowing, Tire repair and Snow removal bids to the March agenda, if they are due.

d. DERA Grant and Missouri Volkswagen Trust Team Request -

The request to the Volkswagen Trust team would be allow us to get 1 or 2 electric buses at the same cost of a traditional diesel bus.

e. Wade Stables Audit Agreement for Fiscal Year 2020

Motion was made by Robert Reed Miller, seconded by Nicole Simmons to approve the audit agreement and authorize the Superintendent and Board President to sign the document as presented. Motion carried 6-0.

2. FY 2019 Audit Revisions

3. IRS Penalty

f. One-to-one Initiative/T-Mobile Hotspots – may still be attainable.

g. CSIP Meetings Update – had 2 meetings, and the 3rd was cancelled and will be rescheduled.

h. MSBA Spring Meeting – Region 3 MSBA Spring Meeting – Monday, April 20 in Kirksville at 5:45 p.m. (Those that have said they wanted to go is Superintendent, John French, Nicole Simmons, Donna Reid, Robert Reed Miller, and Patty Uhlmeier, others are to confirm later).

i. MSBA Legislative Day – Randy Sharpe and Donna Reid went to the Capital on February 10.

j. Staff Appreciation Banquet – Thursday, May 14 at 6:00 p.m. in the High School Commons. Please mark your calendars, and we will do a confirmation count in April.

10. NEW BUSINESS

- a. **Board Policy Updates** – overview of changes – below will be considered for approval at the March meeting.

POLICIES – Board will need to adopt or revise at the March meeting.

1. **BBE** – School Board Vacancies
2. **BHA** – Board Training and Development
3. **DEA** – Revenues from Tax Sources
4. **DJF** - Purchasing
5. **DJFA** – Federal Programs and Projects
6. **FED** – Selection of a Construction Manager at Risk
7. **FEF** – Construction Contracts Bidding and Awards
8. **GBEBC** – Criminal Background Checks
9. **GBLB** – References
10. **GCD** – Professional Staff Recruiting and Hiring
11. **GCI** – Professional Staff Reassignments and Transfers
12. **GCPB** – Resignation of Professional Staff Members
13. **GCPE** – Termination of Professional Staff Members
14. **GCPF** – Renewal of Professional Staff Members
15. **GCD** – Support Staff Recruiting and Hiring
16. **GDI** – Support Staff Reassignments and Transfers
17. **GDPB** – Resignation of Support Staff Members
18. **GDPE** – Nonrenewal & Termination of Support Staff
19. **IC** - Academic Calendar
20. **IGAEB** – Sexual Health Instruction
21. **IICC** – School Volunteers
22. **IKF** – Graduation Requirements
23. **JEC** – School Admissions (K-12 Districts)
24. **JFCL** – A+ Schools Program
25. **JHG** – Reporting & Investigating Child Abuse & Neglect
26. **JO** – Student Records (K-12 Districts)

PROCEDURES-The following are directly tied to above policies.

1. **DJF-AP1** – Purchasing
2. **FEF-AP1** – Construction Contracts Bidding and Awards
3. **IICC-AP1** – School Volunteers
4. **JFCL-AP1** – A+ Schools Program
5. **JO-AP1** – Student Records (K-12 Districts)
6. **JO-AP2** – Student Records (Disclosure of Photos, ...)

- b. **M.U.S.I.C. 2020 Renewal Invoice** –

Motion was made by Jamie Brennan, seconded by Neil Jennings to approve the payment of the M.U.S.I.C. renewal with the same umbrella coverage amounts as we were enrolled in last year. Motion carried 6-0.

1. **Gary VanMeter Award for Risk Management Excellence** – Lewis County C-1 was awarded – Medium sized school district proactive in training and health of employees.

c. **Band Booster Uniform Request** –

Motion was made by Neil Jennings, seconded by Jamie Brennan for Mr. French to put out bids for Band Uniforms. Motion carried 6-0.

d. **Overnight Trip Request**

1. **Band Trip Request**

Motion was made by Jamie Brennan, seconded by Robert Reed Miller for the Band to do another trip during next winter's break, between Christmas and New Year's, and to start fundraising for that trip, but announce the destination at a later date. Motion carried 6-0.

2. **FBLA STUCO Leadership Conference** – March 19-21, 2020 (no cost to the district).

Motion was made by Robert Reed Miller, seconded by Nicole Simmons to approve the HS STUCO overnight trip request as presented. Motion carried 6-0.

3. **FFA State Convention** –

Motion was made by Robert Reed Miller, seconded by Nicole Simmons to approve the FFA overnight trip request as presented. Motion carried 6-0.

e. **Football Mom's Club Locker Room Request**

Motion was made by Donna Reid, seconded by Robert Reed Miller to assign the Superintendent, John French, and Scott Miller to consider the requests and make a recommendation at the March meeting. Motion carried 6-0.

f. School Calendars**1. 2019-20****A. Move 3rd quarter end date to March 20 (2 weeks)**

Motion was made by Jamie Brennan, seconded by Robert Reed Miller to amend the 2019-20 School Calendar to add May 22nd as a make-up day and move the third quarter end date to March 20th to keep the last day of school and graduation on May 22nd. Motion carried 6-0.

B. We need 1 more day (May 22nd) trying to keep this the last day.

Motion was made by Neil Jennings, seconded by Nicole Simmons to authorize Mr. French to make the adjustments needed to the current 2019-20 school calendar if we have anymore inclement weather days. Motion carried 5-0.

Donna Reid - stepped out of the meeting (7:54-7:57 pm)

2. 2020-21 - Calendar committee has not met yet, but will try to have one at the March meeting.**g. Prom Dress Exchange -**

Motion was made by Robert Reed Miller, seconded by Donna Reid to authorize Kim Kramer and John French to sign/stamp the checks for consignee's who are owed money after the fundraiser event. Motion carried 6-0.

h. M.U.S.I.C. – duplicate from earlier**i. Highland Trademarked Logo Use Requests****1. Fancloth Request**

Motion was made by Jamie Brennan, seconded by Robert Reed Miller to approve the license agreement as presented and authorize the board president to sign the agreement. Motion carried 6-0.

2. Sister's on Six Logo Request

Motion was made by Neil Jennings, seconded by Robert Reed Miller to approve the license agreement as presented and authorize the board president to sign the agreement. Motion carried 6-0.

11. ADMINISTRATIVE REPORTS

- a. **HES** - Larry Post
- b. **HHS** – Susan Rossmiller
 - 1. **DISCIPLINE** – Ben Buening
- g. **ATHLETICS** – Ben Buening –
- d. **SPECIAL EDUCATION** – Julie Flanagan
- e. **TRANSPORTATION**
- f. **FOOD SERVICE**

12. Executive Session – back into closed - 8:20 p.m.

Motion was made by Jamie Brennan, seconded by Donna Ried to go back into closed session with a closed record and closed vote pursuant to subsection 610.021 of the Revised Statutes of Missouri to discuss the following: Items #s 1, 3, 6, 13 and 14. Roll call vote was taken: Jamie Brennan – Yes, Neil Jennings – Yes, Robert Reed Miller – Yes, Donna Reid – Yes, Randy Sharpe – Yes, Nicole Simmons - Yes. Motion carried 6-0.

14. ADJOURNMENT – 8:30 P.M.

Motion was made by Jamie Brennan, seconded by Donna Reid to adjourn. Motion carried 6-0.

ITEMS DISCUSSED:

PLEDGE OF ALLEGIANCE

AGENDA

PUBLIC COMMENT

CTA

PUBLIC

CONSENT

Approved – Minutes from Open Meetings January 8, 2020

Set next meeting dates – March 11, 2020 and April 15, 2020 at 5:30 pm

Approved payment of bills and credit card

Approval – Substitute List

MSBA BOARD REPORT

BUDGET UPDATE

D & L Excavating – Hydroseeding

REFRIGERATOR, STEAMER, WARMER – HES

FV-4 GRANT MONEY

BOE CANDIDATES - MEC – Personal Financial Disclosures

STATE & FEDERAL FOOD SERVICE AUDITS

CONCRETE BIDS (also BUS, HS GYM AC, MOWING, TIRE, SNOW REMOVAL)

DERA Grant – MO Volkswagen Trust Team (electric buses)

FISCAL YEAR 2019 AUDIT REPORT REVISIONS & IRS Penalty

2020 WADE STABLES AUDIT

T-MOBILE HOTSPOTS

CSIP Meetings

MSBA Spring Regional meeting – 4-20-2020 Kirksville 5:45 pm

LEGISLATIVE DAY AT THE CAPITAL

STAFF APPRECIATION BANQUET 5/14/20 6:00 pm

2019C MSBA POLICY UPDATES

M.U.S.I.C. 2020 Renewal

BAND BOOSTER UNIFORM REQUEST

TRIP REQUEST – Band, FBLA FFA

FOOTBALL Mom’s Club – Locker room request

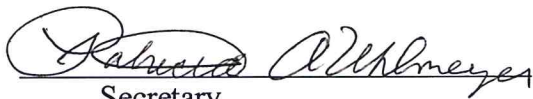
2019-20 Calendar (add 1 more day)(Move 3rd quarter date 3-20-20)

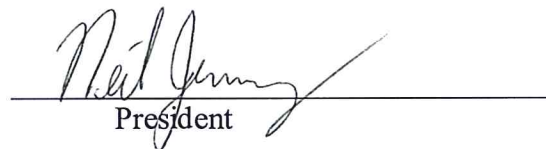
2020-2021 Calendar (March Agenda)

PROM DRESS EXCHANGE

HIGHLAND TRADEMARKED LOGO USE REQUESTS – Fancloth, Sister’s on Six

ADMINISTRATIVE REPORTS


Secretary


President

3-11-20
Date