



MILAN C-2 SCHOOL DISTRICT

BOARD OF EDUCATION MEETING --- Re-Cap

APRIL 20th, 2021

- **Call to Order –**

- **Board of Education** – Mr. Mosley, President – called the meeting to order at 6:00 p.m.; Mr. Richardson, Vice President – plus members – *Mr. Doak, Mr. Weaver, Mr. Glidewell and Mrs. Bupp* were all present. New member – Mr. Gardner was also present. Mr. Schnelle – outgoing Secretary was not present.
- **Faculty/Staff** – Dr. Yocom, Mrs. Fowler, Mr. Hostetter, Mr. Clark, Mrs. Sawyer, Mrs. Gardner and Mr. Buell were all present at the meeting.
- **Student Recognition** – Due to the board reorganizing, there were no *Student Recognitions* this month; the recognition process will resume in the May Board meeting.

- **Pledge of Allegiance**

- **Welcome Visitors**

- **Roll Call**

- **Approve Agenda** – As presented –7-0-0

- **Certification of Election Results** – The board was presented with the County Clerk's results of the General Election on 4/6/21:

- Mr. David Richardson – 141 votes
- Mr. Nick Gardner – 104 votes
- Mrs. Rebecca Bennett – 100 votes
- Mrs. Kristine Good – 71 votes

The board approved/accepted the election results with a **7-0-0 vote**.

- **Adjourn-Sine Die** – To reorganize, the board adjourned – with a **7-0-0 vote**.

- **Oath of Office** – Mrs. Fowler, Executive Assistant – administered the Oath of Office to Mr. Richardson and Mr. Gardner;

- **Reorganize the Board of Education** – Due to the election on 4/6/21 – the board was statutorily required to reorganize within fourteen (14) calendar days of the election. The 21-22 Board of Education officers are as follows:

- Mr. Jeremy Mosley, President;
- Mr. David Richardson, Vice-President;
- Mrs. Crystal Bupp, Secretary;

The Milan C-2 Board has traditionally appointed the district's book keeper as the treasurer to the Board. The treasurer to the board does not have any voting authority; but can serve as a 'signer' if/when needed to complete banking transactions and other needs. The board appointed Mrs. Susan Proffitt as the Treasurer to the Board.

- **Reports** – *All reports will be attached to the email, except the Superintendent's report;*

- **Perpetual Calendar Reports** –

i. **Building/Grounds** – R. Richardson, C. Mendenhall and B. Yocom all provided information to complete the report. Dr. Yocom provided the verbal synopsis of the report. The evaluation was approved with a **7-0-0 vote**.

ii. **Emergency/Safety** – M. Hostetter completed the written report and was present to provide the verbal report. The evaluation was approved with a **7-0-0 vote**.

- **Principal/Director Reports** – All principals/directors submitted written reports and those present provided a verbal summary of their reports.

- English Language Learners-Mrs. Sawyer-PRESENT
- Curriculum / Federal Programs-Mrs. Schoonover
- Technology-Mrs. Dodson
- Activities/Athletics-Mr. Clark-PRESENT
- Special Education-Mrs. Gardner-PRESENT
- Elementary-Mrs. Pauley-PRESENT
- High School-Mr. Hostetter-PRESENT

- **Superintendent's Report – Dr. Yocom shared the following information:**

- 2021 Summer Renovations
- New Construction Better MC2 2020 Updates
- Budget Workshop – 5/27 or 6/3 – 6 p.m.
- Intervention/Curriculum/Instruction/Assessment (ICIA) Process
- Book Studies-each member was given the District Book –
 - *Leading PLCs at Work-Districtwide – from Boardroom to Classroom*
- Milan Leadership Coalition – Milan Chamber of Commerce
- Board Member Training

No action was requested on the Superintendent's Report

- **Citizen's Communication** –

- Dr. Yocom read a card from the family of Mr. Steve Jordan;

- **Approval of Minutes** – the following monthly minutes were approved:

- **March 17th, 2021** – Open Session Minutes – **approved with a 7-0-0 vote**

- **March 17th, 2021** – Executive Session Minutes – **approved with a 7-0-0 vote**

- **Approval of Financial Statement** – Dr. Yocom provided a verbal review of the district's finances

- **Review/Approve Financial Report** – from April (March) 2021
 - April (March) 2021 Statement

FUND	3/2021 BALANCE	3/2020 BALANCE	DIFFERENCE
10 (1)	\$4,316,447.43	\$3,845,665.67	+\$473,781.76
20 (2)	\$420,823.04	\$734,766.00	-\$313,942.99
40 (4)	\$725,117.51	\$640,363.29	+\$640,363.29
60 (6)	\$163,804.88	\$161,603.12	+\$2,201.76
All Funds	\$5,616,192.83	\$5,379,398.08	+\$246,794.75

Due to the Governor releasing the withholding, the F2 balance should increase

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The allocation of CARES II and CARES III will be sought – those funds will be available for use to 2023 for CARES II and 2025 for CARES III respectively

CARES II will amount \$440,000

CARES III will amount to \$1,056,000

The board approved this with a **7-0-0 vote**.

- **Budget Amendments** – No Budget Amendments
- **Authorization for Payment of Bills** – The board received a detailed explanation of each expense recommendation on Monday, 4/19/21 and the bills were approved in one (1) motion – with a **6-0-1 vote (with Mr. Richardson abstaining)**.
- **Old Business** – N/A
- **New Business** –
 - **MO Consultants for Education (MCE) Policy/Regulation Updates** – The board was provided with the most recent updates for *Policies/Regulations*. Typically, the board reviews the recommendations and takes action in the following month. MCE provides the updates with *recommended, mandatory or strongly recommended*. The updates are as follows:
 - **Policy 0311-Statement of Practices** – Board members may attend and participate in Board meetings physically or by electronic means as specified. **Adoption is Recommended**.
 - **Policy/Regulation 3165-Procurement Standards** – MCE's federal procurement policies have previously been reviewed and approved by DESE. After a recent review from DESE, they wanted us to add a new sentence. The added sentence requires districts, prior to purchases exceeding \$25,000, to check the federally maintained "Excluded Parties List" to determine if the prospective vendor is debarred or suspended. This sentence appears in both the Policy and Regulation. **Adoption is Mandatory**.
 - **Policy 4120-Employment Procedures** – One aspect of this policy relates to the use and abuse of the Missouri Highway Patrol's "Missouri Automated Criminal History Site (MACHS)". This policy was reviewed for the first time by the Highway Patrol, who requested an additional provision requiring reporting of any improper use of the MACHS system. **Adoption is Mandatory**.

The board took no action on these items and will likely address in May under the *Old Business* section.

- **Transportation Building/Bus Barn Addition** – The District publicized a *Request for Proposals* (RFP) to construct an addition to the existing Transportation Building/Bus Barn. The RFP was in the Milan Standard for two (2) full weeks. The deadline for the proposals was to be submitted to the Milan C-2 Central Office by **Friday, 4/16/21**. The Concrete Flatwork – contract was awarded to another vendor in December of 2020. The Electrical needs are not included in this scope and will be done internally. The plumbing needs are fairly minimal and

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will also be addressed internally. HVAC needs will be addressed throughout the project and are also not a part of this scope. The two (2) proposals the district has received are from the following:

- Lancaster Lumber –
 - Base building – attaching to existing building – attach to concrete with “Sturdi-Wall Anchors” and three (3) insulated doors as specified in bid request - \$74,500
 - 26 ga./Hi-Rib Ceiling with R38 Insulation - \$15,000
 - 60’ partition wall with door - \$5,550
 - 24’ Back wall covered - \$2,400
 - Wall with overhead finished - \$1,500
 - 2” Closed cell foam - \$7,500
 - 6” seamless gutter - \$1,000
 - SUB-TOTAL - \$107,450
 - (Auto door openers for bay doors X 3 - \$5,000-Not Needed)
 - July, 2021 Time Span for construction
 - Jamesport Builders
 - Base building – attaching to existing building – attach to concrete with anchor brackets - \$60,479
 - 2 Garage Doors 12 X 12 - \$6,996.00
 - 1 Garage Door 20 X 12 - \$7,536
 - 12” side soffit and 24” gable soffit - \$4,185
 - 46” wainscot - \$1,211
 - House wrap – roof/side + gable - \$2,440
 - 3 steel walk doors - \$1,410
 - 1 exhaust fan - \$120
 - 5” guttering with 4-6” down spouts - \$1,400
 - 2” close cell frame insulation for roof and walls/gable - \$15,092
 - White 29 ga. Dinar panel – entire wash bay - \$8,863.00
 - SUB-TOTAL - \$109,732.00
 - October, 2021 Time Span for construction
- Mr. Buell, Transportation Director and Dr. Yocom recommended the proposal from Lancaster Lumber.

The board approved the proposal from Lancaster Lumber with a **7-0-0 vote**.

- **NLS Education LLC** – Each year, the district enters into a contractual agreement with a vendor to provide Visual therapy and/or instruction to the students that are Visually Impaired. NLS has been the districts provider for many years. This is specifically for the students that are in need of vision assistance – as outlined in their Individual Education Plan (IEP). The district recommends the continued use of NLS Education as the provider for these services. Mrs. Gardner, Special

Education Director and Dr. Yocom both recommend the agreement from NLS Education. The board approved the agreement from NLS LLC with a **7-0-0 vote**.

- **2021-2022 Milan C-2 Assessment Plan** – Mrs. Sawyer, the district’s Assessment Coordinator, organized the Plan – with feedback from the principals and other instructional directors. This plan includes an explanation of a comprehensive assessment plan, policies/regulations that drive the assessment plans, addressing student needs with assessments, professional development needs for assessing to increase student achievement, test taking strategies, test security, limited English needs/proficiency and various other items that impact/influence the district’s comprehensive assessment needs. The plan is typically approved/reviewed every three (3) years and it was last done in 2018. The board approved the 21-22 Assessment Plan with a **7-0-0 vote**.
- **Executive Session** –
 - **Personnel 610.021 (3, 12, 13)** –
 - Resignations – The board accepted the resignations from various staff members;
 - New Hires
 - The board approved (New teaching assignments are for the 21-22 School Year):
 - One (1) HS Staff Member – in Math and Character Education;
 - One (1) Elementary Staff Member – in Kindergarten;
 - Two (2) Special Education Paraprofessionals;
 - One Food Service Staff Member;
 - Three (3) Extra Duty assignments for the 21-22 School Year – (Weight Room supervisor, Head HS Softball Coach, Head JH Softball Coach);
 - Rehires
 - The board approved the list of recommended Non-Certified Staff:
 - Special Education
 - English Language Learners
 - Elementary NC Staff
 - Parents as Teachers Staff
 - Building Administrative Assistants
 - Central Office Non-Certified Staff
 - Food Service Staff
 - Custodial-Maintenance Staff
 - Operations Staff

- Transportation Staff
- Property 610.021 (2) – N/A
- Student Issues – N/A
- Next Board of Education Meeting –
 - Monthly Meeting –
 - May 19th, 2021 – Regularly Scheduled Board meeting
- Adjourn – The meeting adjourned at 7:37 p.m.

The board enjoyed a prepared meal from the Food Service team.