



MILAN C-2 SCHOOL DISTRICT

SUPERINTENDENT'S REPORT – AGENDA ITEMS

JUNE 21ST, 2023

BOARD OF EDUCATION MEETING

1. Call to Order
2. Pledge of Allegiance
3. Welcome Visitors
4. Roll Call
5. Approve Agenda
6. Student Recognition – **There will be no Student Recognition this month;**
7. Reports

a. Perpetual Calendar Reports –

- **Finance** – Dr. Pauley will complete the written report and provide a verbal explanation of the district's procedures related to the "School Finance". This includes, but will not be limited to – strengths, weaknesses, future thoughts, recommendations, etc. This item will require **board action.**
- **Culture/Climate** – The principals/directors will complete the written portion of the report and will be present at the meeting to provide additional information related to the Culture and Climate within the school – specifically to the 22-23 School Year. This will cover strengths, weaknesses, recommendations, etc. This item will require **board action.**
- **Athletics/Activities** – Mr. Hurley, the district's Activities' Director, will complete the written report and be present to provide additional information related to the program. This includes, but is not limited to – sports, organizations and other student activities. This item will require **board action.**

b. Principal/Director Reports –

- ELL/Summer School/Enrollment – M. Sawyer
- Technology/Curriculum – A. Hoerrmann
- Special Education – A. Gardner
- Activities/Athletics – C. Hurley
- Elementary – A. Hoerrmann
- High School – B. Dodson and Jason Melnick

c. Superintendent's Report – the superintendent's report will include the following information:

- Dr. Pauley – Superintendent –
 - Construction Update;
 - Roof is on and will be enclosed next week.
 - Change Order: Deduct for going from 1 door to 2; the dewatering system the board voted on previously.
 - The builder has requested 4 Window units be purchased for the cooling of the 4 classrooms while we wait for the new unit to come in around Oct. The window units will keep the

"THIS IS US!"

mold and moisture out while they work inside. I am hoping this will be at the builders expense.

- o Summer Maintenance Plans;
 - Internal - First floor in the HS painting and drop ceiling; 3rd floor bathroom; 3rd floor lift, normal maintenance waxing and cleaning
 - External - Track and Field Refurbishment
- o District Staff Back to school celebration plans;
 - Aug. 10th event at EXPO for all staff and families. BBQ, Games, prizes and bounce houses.
- o New District Mission/Vision
 - Mission: Learning Today, Leading Tomorrow
 - Vision: At MilanC2 we will be dedicated to the education of all students and empowering them to be leaders.
 - Campaign: This is us!



*****No action is requested, for Principal/Director and Superintendent's Report*****

8. **Citizen's Communication** – As of today (June 15th, 2023), there are no requested Citizen's Communication. Typically, individuals that choose to present to the board are allowed to speak for five (5) minutes and the board is encouraged to not engage in dialogue with the specific group or citizen and the board directs the superintendent to follow up with the citizen or group from the board's response.
9. **Approval of Minutes** – the following monthly minutes need to be approved:
 - a. **May 17th, 2023** – Open Session Minutes – **will need board action.**
 - b. **May 17th, 2023** – Executive Session Minutes – **will need board action.**
 - c. **May 30th, 2023** Open Session Minutes - **will need board action.**
 - d. **May 30th, 2023** Executive Session Minutes - **Will need board action.**

10. Approval of Financial Statement –

June (May) 2023 Financial Report – 22-23 School Year

"THIS IS US!"

	2023 Balance	2022 Balance	Difference
F1	\$4,211,808.08	\$4,051,151.56	+\$160,656.52
F2	\$388,308.85	\$558,089.46	-\$169,780.61
F4	\$588,512.25	\$365,368.99	+\$223,143.26
F6	\$141,653.65	\$145,050.40	-\$3,396.75
	\$5,330,282.83	\$5,119,660.41	+\$210,622.42

This item will need board action.

11. Budget Amendments – Typically, there are two (2) amendments recommended in June each year. This year will follow the same type of recommendation – the following items are presented for approval/adoption:

- a. Approve to amend the 2023-2024 BUDGET to reflect ACTUAL expenditures as of JUNE 30th, 2023 – this is standard procedure for the district and allows the district to have authentic statistical information for each account (in revenue and expenditures);
- b. Approve the following resolution: “The Milan C-2 School District will transfer the remaining maximum funds that is allowable by law from the INCIDENTAL FUND (FUND ONE) to the CAPITAL PROJECTS FUND (FUND FOUR) to be used for the following CAPITAL EXPENSES: New bus purchases, renovations of existing buildings, 4 additional classrooms, general enhancement of the building and grounds, or computer technology. All of the aforementioned project(s) are to be completed by July 1st, 2024;

These items will **need board action** and can be approved in one (1) motion.

12. Authorization for Payment of Bills – An itemized list of the bills/expenses will be emailed to the board on the preceding Tuesday, June 13th, 2023 of the Wednesday Board Meeting; if not sooner. This item will **need board action**.

13. Old Business –

MCE Policy/Regulation/Form Updates – Missouri Consultants for Education (MCE) submitted the following updates – these are typically presented in one (1) month, then acted upon on the following month:

- a. i. Regulation 0320 – School Board Elections The revisions made to Regulation 0320 comply with the August 2021 update of Policy 0320 shortening the time a candidate may file for the Board. Board Action is Mandatory.
- b. ii. Policy 2673 – Reporting Violent Behavior We have also added a new subsection to Policy 2673. The new subsection is headed “Behavioral Risk Assessment Team.” This subsection provides a means of identifying threat assessments. I caution against adopting this new subsection unless you are seriously planning to implement. **No Board Action is Recommended at this time.**
- c. iii. Policy 3155 – Payments from Federal Awards/Cash Management Our prior policy required Federal funds received early to be placed in an interest-bearing account. Initially, DESE believed that Federal funds were never received early. Later, they agreed that such funds may be received early. At DESE’s request, we changed the sentence to read, “If a Federal award allows for advance payment, those Federal funds

“THIS IS US!”

will be deposited and maintained in insured interest-bearing accounts.” No Board Action is Required.

- d. iv. Policy 3230 – Expenditures for Certificate This replacement policy brings this area current with DESE regulations. We are also dropping the previous Regulation and Form and replacing them with this policy. Board Action is Recommended.
- e. v. Policy 4130 – Staff Contract The update changes PSRS requirement for participation from 4 hours per day to 17 hours per week. Board Action is Mandatory
- f. vi. Policy 4412 – Active Shooter Training – New Policy This new policy suggests staff to participate in in-house training related to responding to active shooters training with districts. However, active shooter simulations led by law enforcement are required. Board Action is Mandatory.
- g. vii. Regulation 6190 – Virtual Education – Less than Full-Time Equivalent While we introduced in our cover letter the correct information on due process, the language did not make it into the attached policy. The part-time virtual removes the due process requirements and removes the restrictive language that defines “for good cause” reasons.

This item can be approved in one (1) motion and this item will need board action.

23.24 HANDBOOKS - Each year, the respective building administration submits recommendations for the *upcoming year’s Student Handbooks*. This year, the following handbooks are being presented – the list of changes are listed below (a complete copy will be emailed on Friday, 6/10/22). The handbooks will be available digitally and ALL *Parents-Guardians* must sign (in-person or electronically) that they acknowledge receipt of the respective handbooks.

- a. High School Handbook
 - i. Updates and Changes Presented by Mrs. Dodson
- b. Elementary Handbook
 - i. Updates and Changes Presented by Mrs. Hoerrmann
- c. Athletics/Activities Handbook
 - i. Updates and Changes are as follows and presented by Mr. Hurley

This item can be approved in one (1) motion and this item will need board action.

14. **New Business** –

- a. **4 Addition to Elementary Change Order #6 and #7**
 - \$1,180.00 for Doas Curb installation which will cover the roof curbs while we wait for the Doas unit to come in.

“THIS IS US!”

- \$3,679.50 which is adding a parapet wall framing. The parapet wall is an addition that will improve the look from the new addition to the old. The new addition is more square and the old roof is more slanted.
- All figures will go towards the \$25,000.00 We will be at 22,882.85 after these two changes.

This item will ***need board action.***

b. Travel reimbursement

- Increase Travel Reimbursement for mileage for all from 45 cents to 50 cents.
- Here are other mileage reimbursements for reference. IRS 2023: 65.5 cents; MO 2023: 55 cents; Fleet 2023: 34 cents. We would still be below most averages with us going from 45 cents to 50 cents.

This item will ***need board action.***

c. Amended 23.24 School Calendar

- After reviewing the 23.24 school calendar I have several concerns and I would like for you to view the link below for an amended calendar option. Some of the changes and things to consider from the old calendar would be as follows:
 - It will push graduation to the weekend of the 19th of May.
 - It will put us out of school on the Friday of Memorial weekend with no break in between regular school and summer school.
 - The new draft will not change the number of minutes but put them in a better place and remove the week of spring break to end the school year a week earlier.
 - This calendar resembles more of this past school year's academic calendar. I have removed three PD days so that there is only 1 per month. With this change the trading out of PD days is unnecessary. You will still be paid for your time spent working on curriculum and can trade out the PD day on August 28th only.
 - 45 votes at %100 agree to the amended calendar.
 - <https://docs.google.com/document/d/1qBM6W0QnmamVW0hEM61lQb0tssEF2iiX/edit?usp=sharing&ouid=107069857705482196241&rtpof=true&sd=true>

This item will ***need board action.***

d. District Literacy Plan

The Milan C-2 School District is committed to ensuring that each student reach or exceed grade level standards and benchmarks. These benchmarks are crucial in reading; research strongly points to the fact that students who are not reading at or above grade level by Third Grade have difficulty catching up later in school. As part of this literacy milestone, the Missouri Department of Education adopted a Reading Bill to frame the work that ensures that all students are at grade level by Third Grade.

"THIS IS US!"

- Missouri Senate Bill 681 requires that all school districts:
- assess students' level of reading proficiency and identify students not yet reading at grade level
- notify and involve parents/guardians of students who are not yet reading at grade level.
- intervene and accelerate learning growth for students who are not yet reading at grade level.
- ensure that elementary teachers have appropriate training and support to provide comprehensive, scientifically-based and culturally sensitive instruction.
-
- Have a plan in place by January 2023 that will be incorporated with your district CSIP. This plan will help guide the district to ensure students are reading at grade level by the end of third grade.

The goal for all students to be on grade level by Third Grade requires sustained engagement and commitment from our community of stakeholders. The Milan C-2 Schools curriculum is designed to provide a solid base for instructional planning. Teachers use research-based instructional strategies and engage in professional development on scientifically-based reading instruction.

Parents/guardians can talk to and read with their children at home, thereby building strong foundational literacy skills. Students can engage in literacy play and study. With ongoing support and engagement from all of our stakeholders in the literacy needs of our children, we believe that we can prepare each student to achieve success.

This item will **need board action.**

e. Bus Closed Bids

- Discussion of Bids Received
- Accept a bid but payment will be processed in July.

This item will **need board action.**

f. Bus lease Purchase

- 2 NEW 2024 IC/CE 71 Passenger - ISB 6.7 Cummins, Hydraulic Brake 30' Body 250 HP/660 FT LB Torque 5.73 Gear Ratio, Allison 2500 - 6 speed transmission
 - \$123,702 per unit
- 5 year lease
 - Schedule 5 (June 28,2023; First Payment Jne 28, 2024) Total Financed \$247,404.00; Proposed Interest Rate 4.10%
 - Projected total principal and interest \$278,649.30
 - Approximate Annual Payment \$55,729.86

This item will **need board action.**

- c. 23-24 Perpetual Calendar Report Schedule** – Each year, the board adopts a calendar for the following year – regarding the schedule to review the various programs within the school. The schedule is as follows:

“THIS IS US!”

MONTH	PROGRAM	PERSON RESPONSIBLE
July	N/A	N/A
August	Summer School At-Risk Program	SS Director/Principals Principals/Directors
September	Professional Development Committee Library-Media Center Technology	PDC Chair LMC Director Inst. Tech Director
October	Career-Technical Education Curriculum Transportation	CTE Staff/Principal Principal/Directors Transportation Director
November	Special Education English Language Learners Health Services	SPED Director ELL Director Nurse
December	Title Programs	Federal Programs Director
January	Annual Performance Report	Superintendent/Principals
February	Continuous School Improvement Plan (CSIP)	Superintendent/Principals
March	A+ Program Advanced Course/Dual Credit	A+ Director AC-DC Director
April	Buildings/Grounds Emergency/Safety	Supt./Operations Director Emergency/Safety Director
May	Food Service Parents-As-Teachers Preschool	Food Service Director PAT Director Preschool Director
June	Finance Culture/Climate Athletics/Activities	Superintendent Principals/Directors AD/Principals

Upon approval, the schedule will be followed beginning in August – with the first round of reports.

This item will ***need board action.***

15. Executive Session –

a. Personnel 610.021 (3, 12, 13) –

■ Resignation/Transfer/Other –

- Resignations
 - a. None
- Transfers
 - a. None

■ New Hires –

- Ed Assist
- ISS Teacher
- HS Math
- HS History
 - a. Extra Duty Assignments
 - i. Ed Rising

“THIS IS US!”

- ii. Chromebook Specialist
- iii. Assistant HS/JV Cheer
- iv. Jr High Cheer
- v. Assistant JH Track

- b. Property 610.021 (2) – N/A
- c. Student Issues – N/A
- d. Other Issues – N/A

16. Next Board of Education Meeting –

- Regular Board Meeting-July 19th, 2023