

Ralls County R-II School District  
Regular Board Meeting  
January 16, 2020  
Library  
Mark Twain Junior-Senior High School

**PUBLIC SESSION**

No one signed up to speak during public session. Prior to tonight's meeting, the Mark Twain band and the jazz band were present to perform for the board, under the direction of their teacher, Mr. Doug Schaffer

**CALL TO ORDER**

The regular meeting of Ralls County R-II Board of Education was called to order on Thursday, January 16, 2020, by President Pete Hilgenbrinck at 6:00 p.m. Board members Danny Clark, Ritchie Palmer, Lori Robinson, Michael Boling, and Ron Evans, and Superintendent Tara Lewis were present. Board candidates Jonathan Conrad and Mark Northcutt were also in attendance.

**COMMUNICATIONS TO THE BOARD**

1. Student Recognition: The following students and staff were recognized by the board and administration.
  - a. Elementary Habit Heroes: Chloe Hodges, Gage Fessessden, Jacob Hammontree, Hope Blackwell, Adyson Hathaway, Cooper Bland, Elle Westhoff, JR Henderson, Traetyn Tate, Bridget Wooten, CeCe Quinlin, Airion Gauch, Zoey Clarkson
  - b. Junior High November Students of the Month: 6th Grade-Domanick Lehenbauer; 7th Grade-Almieke Wiid; 8th Grade-Moneisha Lehenbauer.
  - c. Tri-Area All Area Cross Country: Zoe Miller, Matera Ellis, Will Owen, Brandon Fullenwider. Will Owen was in attendance
2. Doug Schaffer, MT Band Director (CSIP 1.10, 2.2): Band instructor, Doug Schaffer, spoke with the board to follow up on a letter he wrote to them recently about an opportunity he would like for the band to participate in during the 2020-2021 school year, Band of America Grand National Championship in Indianapolis, Indiana. The date for the 2020 Grand Nationals is November 12-14, 2020. Mr. Schaffer shared details about costs, plans for fundraising, and plans to supervise the students on the overnight trip. The board supports the band's efforts to participate in the Grand Nationals.
3. Administrative Reports: (CSIP 1.1, 2.2, 1.10, 1.11)
  - a. Clark Howell: Winterfest 2020, Staff appreciation breakfast, Science experiments, Missouri National Archery in the Schools Program.
  - b. Natalie Gibson: Data was shared for current office referrals and Parents as Teachers connections. Feedback has been received from DESE regarding the October Federal Programs review. Additional information is due on January 31, 2020, with the February Cycle being due on February 15, 2020. Our school family has been hit hard with challenges and difficult times in the past month, and it is wonderful to see the students and staff stepping up to show support to others.
  - c. Joni Crossgrove: Transportation update was given. Buses are being prepared for the upcoming bus inspection. A PBS update was given. We have 45 students that have been able to take part in Tier 2 interventions. Our PBS coaches will be presenting at the Summer Institute in June to share the great things we have going on at RCE.
  - d. Delores Woodhurst: 102 students qualified for the second quarter Bengal Bash, an all-time high for our school. I'm very proud of the students. Thanks, too, to the entire board and administration for the support they showed to me and my family during my mom's declining health and recent passing. It means a lot to me. Thank you!
  - e. Ellen Britt: Special Education data was shared with the board concerning the need for additional special education teacher. The Special Education self monitoring assessments have been submitted to DESE.

**CONSENT ITEMS**

1. Adoption of Agenda/Additions to Agenda
2. Minutes, Bills & Treasurer's Report

Danny Clark made a motion to approve the consent items as presented. Ritchie Palmer seconded. Motion passed, 5-0-1.

## **SPECIAL REPORTS**

1. MSBA Delegate Report – The monthly video report was viewed. Danny shared an overview of possible legislation that may be considered this session.

## **ITEMS FOR DECISION**

1. Facilities and Long Range Planning (CSIP 1.1, 4.3, 4.4, 4.5) April 7th ballot information has been developed in draft form and was reviewed and discussed. A pamphlet draft has also been developed to begin sharing the bond/lease project information with the Ralls County voters, and it was shared and reviewed.

Brad Smith has been checking in to equipment options to replace the John Deere tractor and provide options for mowing, snow removal and pallet removal during large deliveries.

Softball/baseball field pre-planning and soil sampling is necessary in anticipation of having the field ready for August 2020 for practice and games.

Elementary parking lot pre-planning and soil sampling is also necessary in anticipation of potential development for summer 2020. MoDOT is considering modifying HWY 19 in front of Ralls County R-II property with a turn lane. This change will require the reconfiguration of traffic entrances and exits for safety. Tara shared several updates from a January 8, 2020, meeting she had with the district's MoDOT director.

- Adding a turn lane to Hwy 19 in front of Ralls County R-II School District is listed as a Phase II need on their list of safety projects for the future.
  - It would cost \$200,000-\$300,000 to add a turn lane.
  - The ideal time would be during the 2022 summer resurfacing of HWY 19.
  - For this to occur, a statewide gas tax needs to be passed to further fund projects.
  - 60" is the maximum width for a driveway off a highway
  - Would Ralls County R-II consider donating right of way land for this project? The north side of the highway is owned by railroad and this can be difficult to gain access for the right of way.
  - The Mark Twain Council of Governments (Perry) has listed this as a priority.
  - School zone flashers can be added for \$8-\$13 thousand at any time. This would reduce the speed by 10 mph, so 50 miles per hour. Ralls County R-II would purchase the units, with the district either installing the solar powered flashers or having them installed. The difference between the district installing the units or having someone else install them is the reason for the price difference listed above. The flashers are then programmed for 30 minutes prior to school in the morning and for a range of time in the afternoon and will only flash on days when school is in session.
  - There are cost share competitive grants available to fund projects. If the board feels this is a priority, dollars could be allocated toward the cost and a grant could be submitted.
  - Jacques Reynolds met me at the MoDOT meeting and provided an insight for planning that could take place in expectation of a future turn lane being added in 2022 with the resurfacing:
    - Reducing to one entrance, ideally the elementary entrance with widening of the entrance
    - Creation of a system similar to a "roundabout" on our front property for traffic once off Hwy 19 to pull into the elementary, the new planned for elementary parking lot, the bus loop, Mark Twain.
    - The Mark Twain main entrance could be altered to be for right hand turns only and all other traffic would be forced to the far east drive off of Mark Twain gravel road for either right or left turns onto HWY 19.
- These are all just ideas but deserve discussion and planning

Tara recommends that the board approve the soil sampling and pre-design work so these results and documents can be discussed and approved in February and March. Additional discussion for future planning includes whether the district should keep Fort Knox as a storage building for paper products and supplies. While this option saves construction costs, the main drawback is location.

Ron Evans made a motion to approve the soil sampling and predesign work as presented. Danny Clark seconded. Motion passed, 6-0.

2. Facility Financing Ballot Language (CSIP 4.3, 4.4): Gilmore Bell associates have prepared a correction to Question 2. The correction involves including a Full Proposition C rollback. At this time Ralls County R-II has a partial rollback. The update is necessary to ensure that if the measure is passed the school district will be able to collect the full \$0.20 regardless of the tax rollback each year. The board reviewed the corrected ballot language

**Operating Tax Levy Increase Question**

**Shall the Board of Education of the Ralls County R-II School District be authorized to (1) fully eliminate the reduction in the District's operating tax levy for school purposes resulting from sales tax revenues allocated to the District as provided in Section 164.013 RSMo, and (2) increase the District's operating tax levy ceiling by \$0.20 per one hundred dollars of assessed valuation to provide funds for constructing, improving, renovating, repairing, operating and maintaining school facilities, including constructing additional parking at Ralls County Elementary, renovating the outdoor track and football field, and renovating the band/choir building and the FFA/agricultural shop building?**

**If this question is approved, the operating tax levy ceiling of the District is estimated to increase from \$2.75 to \$2.95 per one hundred dollars of assessed valuation of real and personal property.**

Ron Evans made a motion to approve the amended ballot language as presented. Danny Clark seconded the motion. Roll call was taken and the motion passed, 6-0.

Evans-yes; Boling-yes; Hilgenbrinck-yes; Robinson-yes; Palmer-yes; Clark-yes.

3. COPS Safety/Security Grant Bids (CSIP 4.3, 4.4): Grant bid advertising began in early December. Multiple companies reached out to Tara regarding the bids and specifications. The bid has been broken down into four categories, and details of the bids were reviewed and discussed.

**Summary of Bids Collected**

Section A: Grant Amount Approved \$119,504	
Alarm Systems, Incorporated	
Alertus Mass Communication System	\$58,592.39
Section B: Grant Amount Approved \$21,234	
Alarm Systems, Incorporated	
Lobby Works Visitor Management System	\$33,882.88
Section C: Grant Amount Approved \$95,242	
Alarm Systems, Incorporated	
Access Electronic Control Access Points	\$83,895.61
Section D: Grant Amount Approved \$18,816	
A.B. Orf Accessories	
Llumar Window Film	\$18,150.50 (Clear Film)

Total Grant Approved:     \$191,097 COPS Grant  
                                      \$ 63,699 Local Match  
                                      \$254,796

Total in Bids Recommended

Section A: ASI	\$ 58,592.39
Section B: ASI	\$ 33,822.88
Section C: ASI	\$ 83,895.61
Section D: A.B. Org Accessories	<u>\$ 18,150.80</u>
	\$194,521.38

The district is responsible for 25% match of the amount spent toward grade approved components. Since bids came in below the grant total (COPS + match), the board considered two options:

Option 1: Go with the collected bids and do not accept all of the offered grant money, while at the same time reducing the district's Match requirement

Option 2: Expand on the components to include additional doors in the electronic access control points

Tara recommended going with option two, which takes advantage of the 25% match rather than the district having to fund 100% of the costs if the expansion occurs in the future.

Danny Clark made a motion to accept the bids as recommended and go with Option 2. Michael Boling seconded. Motion passed, 6-0

4. Photography Bids (CSIP 4.1): Photography bids specifications were posted in early December. Two companies submitted bids. Customer service and quality opinions were collected from the building secretaries, principals, and yearbook sponsors. Bids were reviewed and discussed.

Danny Clark made a motion to accept the bid presented by Wagner Photography. Lori Robinson seconded. Motion passed, 4-2

5. Audit Bids (CSIP 2.3, 4.1): Advertisement was completed in early December to advertise for a three year audit service. One audit firm submitted a bid. This is a different auditor from recent years. A summary of the bid is below.

Wade Stables, P.C of Hannibal, Missouri  
2019-2020 Fiscal Year \$6,125  
2020-2021 Fiscal Year \$6,250  
2021-2022 Fiscal Year \$6,450

Lori Robinson made a motion to aware the audit bid to Wade Stables, P.C. Ron Evans seconded. Motion passed, 6-0.

6. Architecture & Design Service (CSIP 4.4 4.5): Advertising for architecture services was conducted after the ballot questions were approved. One proposal was returned. Architechnics, Inc., of Quincy, Illinois, submitted a bid to provide services to the district at a cost of 5.5% of total construction and design costs. Phase 1, including the softball/baseball field, elementary parking lot and ½ of functional renovations to Mark Twain are estimated to be \$1,900,000 resulting in fees for architectural design and planning at \$104,500.

Ron Evans made a motion to accept the bid proposal to Architechnics, Inc. Michael Boling seconded. Motion passed, 5-0-1.

7. Technology Service Contract Extension (CSIP 4.1, 4.2): Ralls County R-II has contracted for technology service with an on-site technician for the past three and one half years. The district has been advertising for bids since December. Tara is recommending the contract to be extended an additional three years beginning July 1, 2020, to our current provider, FantasTechs. FantasTechs has not been faced with a technical issue they were unable to resolve. They have an online Help Desk that resolves topics outside of regular hours and while the technician is not in attendance. Any concerns we have shared have been promptly attended to through the company with a 100% success.

2020-2021	\$74,033
2021-2022	Previous year + % increase equal to ave. teacher salary increase, not less than 1%
2022-2023	Previous year + % increase equal to ave. teacher salary increase, not less than 1%

Lori Robinson made a motion to award the technology service contract to FantasTechs as presented. Ron Evans seconded. Motion passed, 6-0.

## ITEMS FOR DISCUSSION

1. Policy Updates (CSIPP 2.3): MSBA has developed the next round of policy updates. Pete and Danny will continue to serve on a review committee. The policies will return for adoption/revision in February.
2. Board Election Filing (CSIP 2.2): Board filing for three open seats is active at this time. Filing closes at 5:00 p.m. on Tuesday, January 21, 2020. As of tonight's meeting, the following individuals have filed for the three open seats: Mark Northcutt, Ron Evans, Jonathan Conrad, and Daniel Clark.
3. Administration Salary Schedule (CSIP 1.12): In addition to the development of a long range facility plan, a salary schedule for administration was a "wishlist" to be developed this year for possible implementation in the future. Several area schools have a salary schedule for administration that is indexed from the base certified teacher salary schedule. A first draft of a possible administrative salary schedule was shared and reviewed. Current administrator's salaries were used to establish the baseline numbers. Formulas are set up throughout the spreadsheet so that it will filter adjustments once the base teacher salary is updated. This is a document that will be reviewed as needed, but not adopted at this time.
4. TAB Calendar Committee (CSIP 1.5, 1.6): Teachers, parents, and students were surveyed regarding the 2020-2021 school calendar. The results were used to guide the development of a draft calendar, which will be discussed at the TAB Calendar Committee meeting on Tuesday, January 21st at 4:00 p.m. in the Superintendent's Office. Ritchie Palmer and Dan Clark volunteered to serve on the committee, which is also comprised of two principals and two teachers. The calendar draft will then appear at the February meeting for approval. State law has established the earliest possible start date, a calendar hearing is no longer required.
5. Summer School 2020 Dates (CSIP 1.5, 1.6): Summer School dates of May 26-June 19 are recommended for the 2020 session. This will provide 19 full days of summer school for grade K-8 students. High School students eligible for credit recovery will have an opportunity for two weeks from June 1-June 12 in the morning hours to make up failed credit.
6. Bidding Process (Bus/Fuel) (CSIP 4.1 4.2): Advertising is taking place to collect bids to purchase two buses and diesel fuel. This information will be brought to the February meeting for approval.

## COMPREHENSIVE SCHOOL IMPROVEMENT PLAN

Information related to the following components of the CSIP were shared and reviewed:

- Academic Achievement (CSIP Goal 1)
- Community & Communication (CSIP Goal 2)
- Graduation & Beyond (CSIP Goal 3)
- Facilities & Finances (CSIP Goal 4)

## ITEMS FOR INFORMATION

The following items were reviewed.

1. Academic Achievement Report (CSIP 1.5, 1.6)
2. Attendance Report (CSIP 1.3)
3. Food Service Report (CSIP 4.1)
4. Transportation Report (CSIP 4.1)

On a motion by Ron Evans and seconded by Ritchie Palmer, the regular meeting on February 13, 2020, will include an open session beginning at 6:00 p.m. and closed session was approved for the January Board meeting and any meetings held in the interim. Motion passed (7-0).

At 7:43 p.m., Danny Clark made a motion, seconded by Ritchie Palmer, to move into closed session to discuss personnel issues in accordance with Section 610.021 (3) RSMo.

Vote: Hilgenbrinck- Yes; Evans- Yes; Boling- Yes; Palmer- Yes; Robinson- Yes; Clark- Yes.

Lori Robinson motioned to extend the contract for Superintendent Tara Lewis an additional year to two years, seconded by Danny Clark. Vote: Hilgenbrinck- Yes; Evans- Yes; Boling- Yes; Palmer- Yes; Robinson-Yes; Clark- Yes.

Motion by Danny Clark to adjourn closed session at 8:55 p.m. Seconded by Ritchie Palmer Motion passed (6-0). Vote: Robinson- Yes; Hilgenbrinck- Yes; Evans- Yes; Boling- Yes; Palmer- Yes; Clark- Yes..

Motion by Michael Boling to adjourn meeting at 8:56 p.m. Seconded by Danny Clark Motion passed (6-0).

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*President*

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*Secretary*