

**MINUTES OF BOARD OF EDUCATION**  
**The Board of Education of the Brentwood School District**

Open Session	Conference Center	7:00 p.m.	November 17, 2020
<b>Kind of Meeting</b>	<b>Location</b>	<b>Time</b>	<b>Date</b>

Members

<u>Present</u> Jamie Allen Melissa Nehrt Chris Perkins Lindsay Spencer Mark Womer  <u>Present via Telephone Conference Call</u> Keith Rabenberg Kerry Trostel	<u>Absent</u>
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- Call to Order                      Board President, Ms. Lindsay Spencer, called the open session meeting to order at 7:00 p.m.
- Pledge of Allegiance            Ms. Spencer led the Pledge of Allegiance.
- Awards and Recognition        Dr. Lane recognized nine Brentwood School District students.
- Xavier Declama for being an outstanding example as a virtual student at Mark Twain Elementary.
- Caroline Arnett for taking care of the chickens at McGrath Elementary.
- Eileen McKeown for taking care of the chickens at McGrath Elementary.
- Kyra Williams for excellence in student leadership at BMS.
- Sariah Bailey for excellence in student leadership at BMS.
- Kellie McGee for excellence in student leadership at BMS.
- Maya Sabeh for outstanding student leadership at BHS.
- Amelia Ayotte for outstanding student leadership at BHS.
- Nirmita Vijayalingam for outstanding student leadership at BHS.

Communications

Ms. Spencer asked if there were any citizens' comments.

An email from Ms. Lois Truman was read. Ms. Truman inquired about the decision-making process for making changes to the BHS/BMS construction plans. She asked when and how project cuts or changes are determined. She also asked how taxpayers can be kept informed of changes in plans prior to final decisions being made.

Ms. Spencer thanked Ms. Truman for her questions.

Roll Call

Brentwood School District Board members were present or absent as stated above.

Attendance

Also in attendance was Superintendent, Dr. Brian Lane.

ACTION 76  
Approval of Consent  
Agenda

The motion was made by Mr. Jamie Allen and seconded by Ms. Melissa Nehrt to approve the consent agenda. The motion passed by a 7-0 voice vote.

Presentation  
Auditor's Report

Mr. Derek Gorkin of Daniel Jones & Associates said that after review of records as of June 30, 2020, Brentwood School District received an "unmodified" or "clean" report, which is the highest rating. The district was in compliance, with no internal deficiencies. Revenues = \$27,557,506. Expenses = \$33,359,677. Premium on Bond Sales = \$607,328. Decrease = (\$5,194,843).

Mr. Allen asked how long the audit took. Mr. Gorkin said the process took three to four weeks, working off and on.

Mr. Allen asked that the results be posted on the website. Dr. Lane said they would be added.

Update  
BHS/BMS Campus  
Additions and  
Renovations

Mr. Cory Bextermueller, Project Manager at Navigate Building Solutions, said Building A is occupied and classes are in session. Work on the lights, carpet, and stage curtains is underway in the Auditorium. "Pop-up" area demolition is underway.

Building B decking and detailing is in progress. Crew will pour concrete on the main level before Thanksgiving. Mechanical equipment is scheduled to arrive on 11/30/20. Lobby is scheduled for completion on 3/1/21. Main addition is scheduled for completion on 1/15/21. The job trailers have been removed and a temporary office has been set up in the building. Chimney steel has been set.

Building C is occupied and classes are in session. Concrete work, grading, and laying sod is underway at the site. The canopy is gone.

Mr. Allen asked how BMS/BHS students are fairing with construction. Mr. Andrew Hartnett, Director of Facilities, said no issues have been reported.

Dr. Lane said that a five-year facilities plan is scheduled to be presented at the December Board business meeting.

Presentation  
McGrath Elementary  
Goals and Initiatives

Dr. Cindy Neu, Principal of McGrath Elementary, presented two major goals.

The first goal is to increase student academic growth in ELA and math. Kindergarten students come to McGrath with many different reading skill levels, which presents a challenge. Dr. Neu would like a robust readiness program at the ECC. At McGrath reading specialists will focus on vocabulary. McGrath team will focus on math interventions. Available Teacher Assistants will work with students in small group interventions.

The second major goal is to organize the community around equity and justice issues. Dr. Neu would like to activate teachers, parent groups, and community members. She has been involved in book studies with the administrative team, teachers, and community members. The goal is to understand privilege and how to use it to help others. The Equity Committee is looking at BSD policies for bias and will recommend changes. Will focus on ways to provide affordable housing and promote diversity in the community.

Dr. Neu would like to have an 8-10-week summer learning camp to help prepare students for Kindergarten. Goals are to help students thrive and be positive forces for change.

Mr. Allen asked for clarification on the intervention process. Dr. Neu said that NWEA and other assessments will be reviewed throughout the year so that interventions can be adjusted as needed for all students.

Mr. Womer asked what steps could be taken now regarding expansion of the ECC curriculum to help as many students as possible. Dr. Neu said having a June-August summer learning camp would help prepare students. Dr. Lane said Ms. Kristin Clemons, ECC Director, is working on getting funding for tuition assistance.

Presentation  
Equity Strategic Plan

Mr. Womer asked about helping cohorts who may be “stuck.” Dr. Neu said they will look at place value, and gaps to make up. Areas include social and emotional, as well as academic. There are some difficulties with staffing at this time.

Ms. Nehrt said that one of Board’s goals relates to affordable housing. The Board can help Dr. Neu with planning.

Dr. Lane presented the equity strategic plan action steps. Identified areas include:

- Small group conversations to develop better community engagement.
- Review of policies and procedures (bias audit). Include Board, community, and students.
- Staff diversification and outreach for recruiting. Welcome and retain new hires.
- Professional development work. Book studies and research.
- Student learning and achievement. Look at data, share with community. Journey of Black students. Identify existing barriers.
- Challenge tracks for transitions from elementary to middle school and from middle school to high school. Also have support systems.
- Data watch list to accompany data wall. Growth and interventions. Keep district accountable.
- Learning gap. Increase ECC access for minorities. Implement a summer learning camp.

Mr. Allen asked what the impact would be as the VICC program comes to an end. There is a tie in to affordable housing. Dr. Neu sees new families moving in and a growing middle class. Community events would showcase Brentwood and encourage families to move to Brentwood.

Ms. Spencer asked if the district would conduct mandatory anti-bias training for staff. Dr. Neu said training is not mandatory. She has found that the process can be overwhelming for participants. Book study groups offer a good opportunity to dialog in an open and honest way.

Mr. Rayburn said the equity strategic plan is a journey. District needs to keep building, work through the process, and support each other.

Update  
Communications

Mr. Sam Rayburn, Director of Communications, continues to build the communications plan. Last year's initiative was piloting the ParentSquare communications platform, including the mobile app; direct messaging; emergency notices; and analytics. Plan is to move to payments/invoices; attendance; and lunch balances. ParentSquare is the "big picture." Infinite Campus can become the data management program.

Ms. Trostel asked how often parents will have to use Canvas. Mr. Rayburn said Canvas is a learning management system. Parents do need to be able to get the information. Parents will have all options. There may be less need to use Canvas as more work is done in person.

ACTION 77  
Approval of New  
Website Development  
Order

Dr. Lane said that BSD has maxed out the website capabilities. Mr. Rayburn looked at platforms and has come up with a recommendation and a timeline for implementation.

Mr. Rayburn said the district wants streamlined, easy to use communication methods. A new website should be easier to use, accessible, and ADA compliant. He conducted a survey about the website, with a look to the future and a positive introduction.

"FinalSite" focuses on school districts. It is user friendly, visually engaging, and accessible. It can be ready for second semester.

Ms. Trostel asked what FinalSite does. Mr. Rayburn said the company will host and provide design tools and support, similar to what the district has with SchoolMessenger.

Ms. Trostel asked if samples would be available to view. Mr. Rayburn said FinalSite has clients of similar size. He can provide some samples.

Ms. Trostel asked about the terms of the contract. Dr. Lane said it is a 5-year contract, BSD can negotiate down but there would be some additional fees. Initial set up is \$6,000, plus the annual rate of \$4,750. The annual rate is less than what the district is currently paying for SchoolMessenger.

Ms. Spencer asked who would be responsible for updating the website. Mr. Rayburn said he can do updates. Staff at each building will still be able to update. FinalSite is more user friendly, with more drag and drop capabilities.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to accept the FinalSite order as presented. The motion passed by a 7-0 voice vote.

Update  
Re-Entry

Dr. Lane reviewed the BSD COVID-19 dashboard. Students had non-school exposure.

BSD sent a survey to parents asking for their thoughts on traditional vs. full time distance learning. The survey is still open. To date 284 people have responded. So far 49 people (17% of the responders) favor full time distance learning. The responses are equal across grade levels. There have been inquiries about alternatives to the Launch program. The options will be sent to families by November 30 and responses will be due by December 10.

ACTION 78  
Approval of Kelly  
Services Agreement

Dr. Lane said a primary concern in keeping school open is staffing. All districts are having issues. Substitutes are in high demand. Despite significant recruiting, BSD only has 16 substitute teachers. Many substitutes work for employment services or are on long term contracts with other districts. Kelly Employment Services is one of the few that has substitute teachers. BSD's current substitutes can join Kelly Services. Agreement with Kelly Services can be ended with 30 days written notice. BSD would pay a fee to Kelly to hire particular substitutes. District would not pay a placement fee for hiring back our own substitutes. District has a budget of \$138,000 and has spent \$2,000 to date. Brentwood has 500 substitute uses per semester. Kelly Services fee for second semester would be \$17,000.

Mr. Allen asked if Kelly would offer a broader pool that could be accessed quickly. Dr. Lane said a big pool is needed because district does not have the size to accommodate substitutes like some other districts.

Mr. Allen asked about permanent substitutes. Dr. Lane said this item will be discussed in closed session. A full-time substitute is considered an employee. Kelly Services would take over employment related expenses.

Mr. Womer asked if districts were in danger of shutting down due to short staffing. Dr. Lane said yes.

Ms. Nehrt asked how sick time would be applied to quarantined teachers if they teach remotely by live stream during their quarantine period.

Ms. Spencer asked about background checks. Dr. Lane said Kelly Services would match BSD requirements.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the Kelly Employment Services Agreement. The motion passed by a 7-0 voice vote.

Discussion

Two MSBA Topics:  
School Board Election  
Date in Missouri and  
School Board Members  
Serving as Substitute  
Employees

Mr. Keith Rabenberg said a plan is being discussed in Missouri to move school board elections from April to November. Voter participation is higher in November than it is in April. November elections are more partisan. Mr. Rabenberg would like for BSD to support keeping the school board elections in April. It would allow voters to focus on the candidates and issues and avoid partisanship. Mr. Rabenberg will send a response to MSBA, with a copy to board members.

Mr. Rabenberg also called the Board's attention to the topic of school board members serving as substitute employees. Board members can not be employed by the district, but they can volunteer. Board members who work for labor companies are considered employees of the labor companies and could be paid by the company to work at the district. The Board member would need to file a personal financial disclosure on an annual basis with the Missouri Ethics Commission.

SSD Liaison Report

Ms. Nehrt had no report.

MSBA Delegate Report

Mr. Rabenberg had no report.

Update

Board Committees

There were no Board committee updates.

ACTION 79  
Approval of Policy  
GCBDA

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve changes to the bereavement leave portion of Policy GCBDA as presented. The motion passed by a 7-0 voice vote.

Upcoming Events

- Board Meeting – Architectural Firm Interviews, Thursday, December 3, 2020 at 6:00 p.m.
- Board Meeting – Architectural Firm Selection, Tuesday, December 8, 2020 at 6:00 p.m.
- School Board Candidates First Day to File, Tuesday, December 15, 2020 at 8:00 a.m.

- Board Business Meeting, Tuesday, December 15, 2020 at 7:00 p.m.
- Board Policy Meeting, Tuesday, January 5 2021 at 7:00 p.m.
- School Board Candidates Last Day to File, Tuesday, January 19, 2021 at 5:00 p.m.
- Board Business Meeting, Tuesday, January 19, 2021 at 7:00 p.m.

ACTION 80  
Adjournment 9:04 p.m.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to adjourn and reconvene in closed session. The motion passed by a 5-0 roll call vote of those physically present.

  
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President

  
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Secretary