

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

Open Session	Conference Center	7:00 p.m.	December 15, 2020
Kind of Meeting	Location	Time	Date

Members

<u>Present</u> Jamie Allen Melissa Nehrt Chris Perkins Keith Rabenberg Lindsay Spencer Kerry Trostel Mark Womer	<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 Brentwood Early Childhood Center. He encouraged the Board to watch the “snake project” video, citing it as a great example of constructivist learning and the wonderful work being done at the ECC.
- Communications Ms. Spencer asked if there were any citizens’ comments. No comments were presented.
- Roll Call Brentwood School District Board members were present or absent as stated above.
- Attendance Also in attendance was Superintendent, Dr. Brian Lane.
- ACTION 87
 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.

ACTION 88
Approval of Liability
Insurance Coverage and
Umbrella Insurance
Coverage

Dr. Lane said the liability insurance rate is \$215,691, which is a less than 1% increase over last year's rate. Coverage period is December 31, 2020-December 31, 2021.

MUSIC has been unable to find \$10 million umbrella policy coverage at a reasonable rate. The previous policy for \$10 million was \$3,566.00. An \$8 million umbrella policy is being offered at a rate of \$3,322.00. Coverage period is December 31, 2020 – December 31, 2021.

Mr. Mark Womer asked if there were changes or differences in the terms and conditions of the \$8 million policy as compared to the \$10 million policy. Dr. Lane said there were no changes.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the liability insurance coverage policy and the umbrella insurance coverage policy for December 31, 2020 – December 31, 2021. The motion passed by a 7-0 voice vote.

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. Auditorium is expected to be completed over winter break. The temporary roof is on the pop-up. Team will complete punch list items over winter break.

Structural steel is up and concrete floors have been poured on Building B. Roofing is scheduled to arrive this week, weather permitting. Building will be temporarily enclosed after break. Second and third floors have been turned over. First floor will be turned over on January 8. Chimney structural steel has been completed.

All students are in Building C. Team will complete punch list items over winter break. Faucets and sink bowls will also be replaced.

Work continues on Elevators 2 and 3. Elevator 3 excavation continues at 5-foot intervals.

Irrigation is in place at the site corner. Sod and a new sidewalk are on the way. Work continues on the Building B site and elevator. Mason is finishing up. The ADA ramp will be removed.

Ms. Kerry Trostel asked if sod can survive the weather. Mr. Bextermueller said yes, it will go dormant. It should not be walked on.

Ms. Trostel asked about plans to remove the windows to accommodate one of the elevators. Mr. Harnett said the windows are old ones, not newly installed.

Ms. Trostel has heard that students do not want to use some of the restrooms due to lack of privacy. She also asked if there were plans to provide frosted glass in the women's restroom on the first floor to provide privacy. Mr. Bextermueller said the team would check the restrooms for doors, partitions, and other privacy measures. Frosted glass will be provided for the window in the first-floor women's restroom.

Mr. Allen asked if Ittner Architects was still involved. Mr. Bextermueller said an Ittner rep walks the project with the team.

Mr. Allen said the Facilities and Finance committee would meet this week to review the Proposition B budget. The Proposition B team will meet in January.

Presentation
Five-Year Facilities
Plan

Mr. Andrew Hartnett, Facilities Director, presented the five-year plan for improvements at BMS/BHS and Mark Twain. BMS/BHS projects include rooftop HVAC; two roofs at Building C; fascia, and gutters at the auditorium/gym/middle school; new energy efficient windows; athletic field crowning; and fence upgrades and retaining wall. BSD will be closely watching the costs. The exterior should be functional and look good. Budget for repairs for 2021-2025 is \$1,927,000.

There are no drawings for the Mark Twain addition and renovations yet. Mr. Hartnett said the roof will need repair and budget is \$90,000. Once the drawings are complete, a more comprehensive list of exterior repairs will be presented.

Mr. Womer asked if there will be a budget placeholder. Dr. Lane said no, but the information will be easy to add.

Mr. Allen asked about reviewing the plan annually. Dr. Lane said the budget could be reviewed in the timeframe of May – July.

Ms. Trostel would like the BMS portion of the site to look nice. She asked about new signage and other landscaping options. Mr. Hartnett said exterior directional signage would be clear. He said that portion of the site could be inexpensively landscaped.

Mr. Keith Rabenberg asked about the process of crowning the athletic field. Mr. Hartnett said the field would be dug up; regraded;

and re-sodded or re-seeded to improve drainage. The slope of the crown would need to accommodate soccer and football. Field hockey needs a flat field so it will remain at Mark Twain.

Presentation
Ten-Year Financial
Projections

Mr. Matt Norrid, Chief Financial Officer, reviewed ten-year financial assumptions and projected fund balances for operations and capital projects. He worked with Dr. Lane and Mr. Hartnett to identify anticipated facility, salary, and technology costs and replacement schedules.

Projections assume assessed valuation will be stable for the next couple of years. TIF projects at Hanley Station and Meridian are included as they expire. State revenues are funded at 94%. Capital projects funds will gradually move to operations. Voter approved debt service levy will start in FY2021-2022. Assumptions include the total cost of salary schedule for step increases; benefits growth of 1% for year one and 5% per year after that; capital projects costs in accordance with the facilities plan; and debt service costs in accordance with amortization schedules. Capital projects funds will gradually move to operations.

Ms. Trostel asked if anything will retire early. Mr. Norrid said not at this time.

Mr. Norrid said the operating fund target is 28% in year seven. Dr. Lane said at that time there would be a real conversation about having a small levy. If needed, BSD may have to take out a small, short term, Tax Anticipation Note in year eight to cover expenses until tax funds are received, however, the goal is to avoid doing so.

Mr. Womer wants the district to be accurate on actions to take when the operating fund target reached 28%. Must communicate with the community ahead of time.

Mr. Allen wants to make sure the annual facilities maintenance and upgrades are included in the annual budget.

Mr. Womer asked what would be the lowest capital funds balance. Dr Lane said \$500,000.

ACTION 88
Approval of BECC
FY2021-2022 Tuition

Dr. Lane said that Brentwood rates are in the middle of competitive rates. He recommended no rate changes for FY2021-2022.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the BECC tuition rates for FY2021-2022 as outlined. The motion passed by a 7-0 voice vote.

Discussion
BECC FY2021-2022
Reduced Tuition
Application

Dr. Lane said that Ms. Kristin Clemons, ECC Director, has been working on equity goals. The state's foundation formula will fund 4% for students receiving free and reduced lunches. That amount of funding will provide 2-4 openings for the 5-day a week ECC program. In addition, BSD will have 4-6 reduced tuition openings for 3-4 days per week. Reduced tuition rates will be based on a sliding scale. The focus for enrollment will be families eligible for free and reduced lunches.

Mr. Womer said he likes the plan and asked how it would be advertised. Mr. Rayburn said he is working with the ECC and PAT staff on a comprehensive promotional plan. Dr. Lane said Ms. Danielle Bowen, BSD social worker, is also serving as a resource.

Ms. Trostel asked if the reduced tuition program would be offered to VICC families. Dr. Lane said that under the current terms, siblings of students currently participating in the VICC program have first priority for enrollment at BSD. He will check to see how it would work with Pre-K students.

ACTION 89
Approval of Course
Proposal

Dr. Lane presented the BHS course proposal for Rapid Prototyping and Innovative Design in CAD. The course will be a part of PLTW, focusing on CAD and 3-D manufacturing. It will be a ½ credit, semester class, taught by Mr. Jeff Heinrich. The course has practical applications in automotive, biomedical, and computer fields.

Ms. Trostel asked if this course would be replacing an existing class. Dr. Lane said no, it will alternate annually with the Introduction to Engineering.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the course proposal. The motion passed by a 7-0 voice vote.

Update
Communications

Mr. Sam Rayburn, Director of Communications, said the new website should launch around 1/11/21. FinalSite has a quality control process to test the materials and make needed adjustments prior to going live. Mr. Rayburn will work with teams to provide training.

Mr. Rayburn is working with Dr. Lane and Dr. Ed Johnson, BHS Principal, surveying the district's Black families to get information

for the Race and Equity strategic plan. BSD has received good data and feedback. BSD wants to get the community involved as well.

Ms. Trostel asked how sports will be presented on the new website. Mr. Rayburn said the sports calendar will be integrated. Families can subscribe to calendars and receive reminders. Sports information can be integrated onto the school websites, FaceBook, Twitter, etc.

Ms. Trostel asked who will livestream sports. Mr. Rayburn said the athletic department will work with teams. IT provided a dedicated laptop. Ms. Trostel said this may be a good option for student participation. Dr. Lane said student athletic managers would be involved.

Mr. Allen asked about livestreaming away games. Mr. Rayburn said there may be technical issues, depending on the home team's resources. He suggested wrapping the sports livestreaming or documentation into a course or student internship. Dr. Lane will speak with Dr. Ayotte about away games. He also noted that there may be technical issues at other locations.

Ms. Nehrt asked if it would be possible to pick up the home team's livestreaming for away games.

Mr. Womer asked if BSD has broadcast equipment. Mr. Rayburn said not. The district has some older equipment. May want to consider dedicating studio space for long term use.

Update
Re-Entry

Dr. Lane said COVID19 impact at the schools has been minimal. District received 600 responses to the second semester survey. 114 families are interested in full-time distance learning. Twenty secondary students chose to participate in the Launch program. BSD will offer distance learning taught by district staff using newly purchased equipment. BSD anticipates that this change will save \$60,000 during the second semester. Dr. Lane said 16% of the overall population would like a virtual program and 84% would like an in-person program.

Ms. Trostel asked what percentage of students are currently enrolled in the virtual learning program and if additional desks and partitions would be needed to accommodate those returning to in-person classes. Dr. Lane said the district currently has 25% of students in virtual programs. Principals and staff are already working to adjust the classroom furnishings and configurations.

Mr. Perkins asked if any virtual classes would be eliminated. Dr. Lane said no, BSD will continue with an even split in the number of students per class. Students out on quarantine will stay with their assigned teacher and continue classes virtually.

Mr. Allen asked if problems have been encountered with livestreaming. Dr. Lane said 8-10 classrooms at each building have already piloted the program and there have not been problems. Staff training will be available during the 1/4/21 professional development day.

Ms. Spencer asked if teachers are consistently using Canvas. Dr. Lane said everyone is utilizing the program. Mr. Rayburn said the teacher comfort levels have grown. Live streaming is another layer to the process.

Ms. Trostel asked about the website and Canvas. Mr. Rayburn said the website will serve as a quick link to Canvas. Students would not need to access the website too often.

Ms. Trostel asked if BSD will stop using Infinite Campus. Dr. Lane said Infinite Campus is a database that BSD uses for state reporting. Canvas is a learning management system used by students and parents. ParentSquare is used by parents. The website is a public facing source, a starting point.

ACTION 90
Approval of Resolution
Regarding COVID19
Leave of Absence
Extension

Dr. Lane said the CARES Act for COVID19 leaves of absence will expire on 12/31/2020. MSBA said a policy change would not be needed, but a resolution would help guide districts through the spring semester. Districts can prepare their own resolutions.

Ms. Nehrt asked for clarification on the EFMLA and the resolution. Dr. Lane said the proposed resolution would be secondary to future changes. The district's proposed resolution contains provisions for the Superintendent to enforce the terms.

Ms. Trostel asked how the resolution related to terms of the sick leave bank. Dr. Lane said the sick leave bank is separate. The Board reviews and approvals sick leave bank requests.

Ms. Nehrt asked if the resolution can be amended if the Federal order is extended. Dr. Lane said yes.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the Resolution on Brentwood School District COVID-19

Additional Pandemic Leave, which will expire on 6/20/2021. The motion passed by a 7-0 voice vote.

ACTION 91
Approval of SSD
Educational Partnership
Agreement

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the SSD Educational Partnership Agreement. Mr. Allen asked if there were any changes to the agreement. Dr. Lane said no. Ms. Nehrt asked if BSD could opt out of the agreement. Dr. Lane said BSD could provide its own services but tax funds would still support SSD. The motion passed by a 7-0 voice vote.

ACTION 92
Approval of Policy
GDBDA

Dr. Lane said the Board approved changes to the bereavement leave portion of policy GCBDA – Professional Staff Short Term Leaves at the business meeting on 11/17/2020. The same changes are proposed for Policy GDBDA – Support Staff Leaves. The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve changes to policy GDBDA. The motion passed by a 7-0 voice vote.

SSD Liaison Report

Ms. Nehrt said the board reviewed the budget at the December meeting. She said Brentwood is well represented at the parent advocacy group.

MSBA Delegate Report

Mr. Rabenberg had no report. Ms. Spencer thanked Mr. Rabenberg for preparing and submitting the Board's response to the proposal to change school board elections from April to November.

Update
Board Committees

Ms. Trostel said the Communications Committee would like to have an additional meeting to pursue the sports planning. Dr. Lane will plan to schedule it during the first part of January. Mr. Womer said there was no Curriculum committee meeting. Dr. Lane said he would set it up. Ms. Spencer said the Finance and Facilities Committee will meet in January. Ms. Trostel would like to schedule committee meetings for the remainder of the semester. Ms. Nehrt would like to schedule a retreat follow-up meeting in February.

Upcoming Events

- Board Policy Meeting, Tuesday, January 5, 2021 at 7:00 p.m. *(cancelled)*
- 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.
- Board Retreat Follow-up Meeting, Tuesday, February 2, 2021 at 7:00 p.m.
- Board Business Meeting, Tuesday, February, 16, 2021 at 7:00 p.m.
- NTB Communication Lab/Reporting, Monday, April 5, 2021 at 6:00 p.m.

ACTION 93
Adjournment 9:03 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 7-0 roll call vote.



President



Secretary

