

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

Open Session	Conference Center	7:00 p.m.	May 17, 2022
<b>Kind of Meeting</b>	<b>Location</b>	<b>Time</b>	<b>Date</b>

Members

<u>Present</u> Jamie Allen Ryan Flynn Chris Perkins Keith Rabenberg Keith Slusser Lindsay Spencer	<u>Absent</u> Kerry Trostel
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- Call to Order                      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.
- Acknowledgements            Dr. Lane said BSD has transitioned to Frontline Central, a fully automated system for creating, processing, storing and retrieving HR documents. He thanked Dr. Katy Chambers, Executive Director of Human Resources, and Mr. Matt Norrid, Chief Financial Officer, for setting up the new system. The district has received several positive comments from staff members as they begin using the program.
- Communications                Ms. Spencer asked if there were any citizens' comments. There was no reply.
- Roll Call                            Brentwood School District Board members were present or absent as stated above.
- Attendance                        Also in attendance was Superintendent, Dr. Brian Lane.
- ACTION 209**  
 Approval of Consent  
 Agenda                            The motion was made by Mr. Jamie Allen and seconded by Mr. Keith Slusser to approve the consent agenda as outlined. The motion passed by a 6-0 voice vote.

Update  
Construction

Mr. Matt Nigh from Navigate said the new McGrath is on schedule with substantial completion anticipated on 10/25/22 and final completion anticipated on 11/25/22. The original budget was \$18,451,870 and is projected to be \$17,813,608. Funds not used on the McGrath project will be put towards the Mark Twain project.

Mr. Mark Franzen and Mr. Brent Higgins of HTK Architects thanked Board members for taking a tour of McGrath and provided an update on the Mark Twain project. Schematic design is complete. HTK team is meeting with Mark Twain staff to get input on plans. Design development is scheduled for early June and construction documents are scheduled for early September. Construction is scheduled to start in Summer 2023 and be completed in Summer 2024. Mr. Franzen said being flexible with the design and schedule may lead to better bids. Going out for bid in September-October may yield more interest and a higher response rate from contractors.

Ms. Spencer asked about the timing of the fall bidding. Mr. Franzen said having early bidding may allow BSD to lock in pricing and allow the contractors to schedule the work, staff, materials, etc. There is concern that waiting until early spring would result in fewer construction teams being available and prices being higher. Mr. Nigh said Navigate is in touch with contractors on a regular basis to keep them informed of upcoming projects and to get a better understanding of contractor workloads.

Mr. Allen asked about design decisions compared to availability of materials. Mr. Franzen said the design team is flexible, looking for materials that are economical and easy to maintain. Dr. Lane said the team is designing the facilities to meet the budget.

Mr. Franzen and Mr. Nigh said we should anticipate an annual construction cost increase of 15-20%. Costs usually rise 3-4% annually. However, costs increased 16% in 2021.

Mr. Slusser asked if the \$4.7 million budget for Mark Twain should be broken down into pre-construction costs and construction costs. Mr. Franzen said HTK can give BSD a draw schedule to plan for budget and payments.

Mr. Slusser asked if McGrath is completed late this fall, could it be ready for classes in January. There is interest in utilizing the new building as soon as it is complete. Mr. Franzen said Mr. Andrew Hartnett would need to be involved in the planning, which would involve cleaning, moving, set-up, etc. Dr. Lane said BSD may implement a hybrid use model for Spring 2023. Mr. Nigh expressed concern about getting power to the building. Mr. Franzen said HTK would know more by the end of the summer.

Mr. Allen asked if the budget was on the dashboard. Dr. Lane said the information is on the website.

Mr. Ryan Flynn asked that in the event the supply chain smooths out, should the bidding be held off until later? Mr. Franzen said they can wait if needed. Dr. Lane said the project could be rebid. Mr. Franzen said another consideration is the lack of available construction staff.

**ACTION 210**  
Approval of  
Mitigation Plan

Dr. Lane recommended no changes and asked for Board approval to continue with the current COVID19 mitigation plan. Graduation was held on May 14. McGrath had a field day last week. Mark Twain and BMS have scheduled their field days for this week and next week, respectively. Dr. Lane said four students have currently tested positive and all are asymptomatic. No staff are currently positive.

The motion was made by Mr. Slusser and seconded by Mr. Keith Rabenberg to approve the mitigation plan with no changes. The motion passed by a 6-0 voice vote.

**ACTION 211**  
Approval of  
Purchasing Card

Mr. Matt Norrid, CFO, requested approval of a purchasing card for Mr. Andrea Cozart in Facilities. The limit would be \$1,500.00 per month. Purchases would be approved by Mr. Andrew Hartnett, Facilities Manager, Dr. Lane, and Mr. Norrid. The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the purchasing card for Mr. Cozart. The motion passed by a 6-0 voice vote.

Presentation  
Preliminary Budget for  
FY2022-2023

Mr. Norrid presented the preliminary budget for FY2022-2023. Budget is based on two Consumer Price Index categories: The Missouri assessed valuation and tax rate of 5 percent and the food sales rate of 7.2 percent. District assumes a 95% collection rate.

Expenditures include debt service, capital projects, salaries, benefits, and materials and supplies. Mr. Norris said there is an increase in Proposition C funding tax income and a slight decrease in title funding. District is expecting one more large payment as St. Louis County will be releasing protested taxes. Salaries; benefits; three-to-five-year construction plans; the McGrath and Mark Twain projects are included in the budget. VICC program will conclude in FY2023-2024. BSD has approximately 59 students participating in the program.

Ms. Spencer asked about food service. Mr. Norris said the Federal free meals program is expiring. Ms. Spencer would like the program changes and meal costs communicated to parents.

Mr. Norrid said the FRAM applications may also help BSD with title programs and state aid foundation funding. Dr. Lane said a reminder has been sent to parents to complete and return the FRAM form. Mr. Allen wants BSD to be clear with families on what will not happen.

Mr. Slusser would like families to apply regardless of income, because it may help BSD qualify for and be able to provide other programs or services to students.

Mr. Norrid said BSD will provide snacks for students enrolled in summer school.

Dr. Lane invited Board members to contact him or Mr. Norrid with questions they may have regarding the budget.

**ACTION 212**  
Approval Acceptance of  
Gift to the BHS  
Journalism Program

Dr. Lane said that STLhighschoolsports.com presented a gift of \$1,000.00 to the BHS Journalism Program. The gift will go to the journalism activity fund, possibly for the purchase of photography equipment. The motion was made by Mr. Allen and seconded by Mr. Slusser to approve acceptance of the gift. The motion passed by a 6-0 voice vote.

**ACTION 213**  
Approval of District  
Professional  
Development Plan for  
2022-2024

Ms. Lori Rejent, Dr. Katy Chambers, and Dr. Alex Tripamer presented the district professional development plan for 2022-2024.

Dr. Tripamer said the district professional development committee consists of representatives from each school. The committee met several times this academic year and developed a handbook to guide the work the committee performs. Research included a review of DESE regulations and looking at handbooks other districts have prepared.

The committee will look at the mission, members evaluation, communications, training, PD plan requirements, needs assessment, evaluation, and member stipends. Ms. Rejent said one goal is to have quality mentoring to retain the excellent BSD staff.

Dr. Chambers highlighted opportunities for staff professional development. The handbook and applicable links will be on the BSD website.

Dr. Tripamer said the staff goals align with BSD strategic goals of engagement, student achievement, social and emotional learning, and equity. As a result, the professional development will be integrated instead of running parallel.

Ms. Rejent recognized the committee for development of the handbook and plan.

Mr. Allen asked if funding for professional development is in the proposed budget. Dr. Tripamer said yes. Ms. Rejent said the committee wants to build and use in-house expertise.

Mr. Flynn asked how BSD would measure goals as related to students. Dr. Lane said every teacher is on one committee. Information will be tracked on a dashboard.

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the two-year District Professional Development Plan as outlined. The motion passed by a 6-0 voice vote.

Mr. Allen and Ms. Spencer thanked the committee for their work on the plan.

**ACTION 214**  
Approval of Staff  
Calendars for  
FY2022-2023

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the following staff calendars for FY2022-2023 as outlined:

10M Clerical	Certified-TA
11M Clerical	Maintenance
12M Admin Tech	Non-Certified-TA
Certified	Nurse

The motion passed by a 6-0 voice vote.

Update  
MSBA Delegate Report

Mr. Rabenberg is scheduled to attend the MSBA Igniting Great Ideas Summit next month.

Update  
Board Committee  
Reorganization

Board members reorganized the committees as follows:  
Communications: Ryan Flynn and Chris Perkins  
Curriculum: Keith Rabenberg and Kerry Trostel  
Finance and Facilities: Jamie Allen, Keith Slusser, and Lindsay Spencer

Update  
Board Committees

There were no Board Committee reports.

Update  
Board Retreat

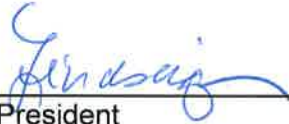
Board members will finalize the retreat plans at the Board business meeting in June. Mr. Allen will poll Board members in advance of the meeting to identify possible dates for the retreat.

Upcoming Events

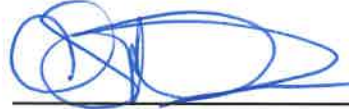
- SLSB Professional Learning Community, Saturday, June 4 at 9:00 a.m. at University City
- Board Policy Meeting, Tuesday, June 7 at 7:00 p.m.
- MSBA Igniting Great Ideas Summit, June 11-12 in St. Charles
- Board Business Meeting, Tuesday, June 21 at 7:00 p.m.
- MSBA Annual Conference, November 3-6 in Kansas City

ACTION 215  
Adjournment 8:15 p.m.

The motion was made by Mr. Allen and seconded by Mr. Slusser to adjourn and reconvene in closed session. The motion passed by a 6-0 roll call vote.



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President



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Secretary