

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

Open Session	Google Meet	7:00 p.m.	May 20, 2020
Kind of Meeting	Location	Time	Date

*Due to health and safety concerns related to COVID19
the board meeting was conducted electronically via Google Meet
and live streamed on YouTube.*

Members

<u>Present via Google Meet</u> Jamie Allen Dan Brouillet (joined meeting at 7:12 p.m.) Melissa Nehrt 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 7:01 p.m. |
| Pledge of Allegiance | Ms. Spencer led the Pledge of Allegiance. |
| Communications | Members of the public were invited to submit to the BSD administrative office in advance a public comment to be read during the public comment portion of the meeting.

Ms. Spencer asked if there were any citizens' comments to be read. Dr. Lane reported that no comments had been received. |
| Roll Call | Brentwood School District Board members were present or absent as stated above. Mr. Dan Brouillet joined the meeting at 7:12 p.m. |
| Attendance | Also in attendance was Superintendent, Dr. Brian Lane. |
| ACTION 168
Approval of Consent
Agenda | The motion was made by Mr. Jamie Allen and seconded by Ms. Melissa Nehrt to approve the consent agenda which included: Minutes of the Meeting of May 5, 2020; Expenditures for April 2020 in the amount of \$876,798.67; Transfer \$0.00 for April from General to Teachers Fund; |

Financial Reports from CFO: 2004 Balance Report, 2004 Revenue & Expenditure Statement, 2004 Bank & Cash Reconciliation, 2004 Activity Report, 2004 Budget Report, and 200520 Invoice Report. The motion passed by a 6-0 voice vote.

Update
COVID19

Dr. Brian Lane, Superintendent, said he is meeting with the BSD Administrative and Custodial staff on a regular basis. The superintendents' work groups also continue with participants districts in St. Louis, St. Charles, and Jefferson counties. Departments of Public Health, CDC, and DESE are also sharing resources.

Districts are in the process of closing out year end and making plans for re-entry in the Fall. Superintendents participated in a call with Governor Parson today regarding the state's proposed budget and how it will impact districts. BSD will review the budget line by line at the next meeting. Areas requiring adjustment will include maintenance, substitutes; and furnishings.

All superintendents agreed that details will be held until mid-July at which time general information will be shared with all.

Dr. Lane will do building walk-throughs with staff and the Ittner team to address needs and procedures for re-entry. BSD will create a manual detailing procedures and protocols.

Mr. Allen asked if all 800 students will be back in the buildings. Dr. Lane said it is difficult to say. There may be rotating or split schedules. BSD may be able to have classes more frequently than larger districts.

Ms. Nehrt asked for clarification on the mid-July announcements.

Ms. Trostel asked if revised calendars will be emailed. Dr. Lane is not recommending changes yet.

Update
Communications

Mr. Sam Rayburn, Director of Communications, said 86 viewers watched the Proposition E Town Hall virtual meeting live on 5/19/20. The town hall has received 313 views so far. Year end celebrations on YouTube have received over 2,500 views. ParentSquare communications counts are 1,300 outbound posts and 3,700 direct messages, which included check-ins. Tuesday, 6/2/20 is election day. Community members are reminded to vote.

BSD is making changes to the website. COVID 19 information will be archived as new content is added. Archived material will still be available for viewing.

Ms. Kerry Trostel asked if summer food service information had been sent to families. Mr. Rayburn said there is a page on the website and some information has been sent via ParentSquare. Additional information will be sent.

Mr. Allen asked about communications regarding the FY2020-2021 school year that will be announced in mid-July. Mr. Rayburn said BSD is in the process of drafting communications.

Ms. Spencer asked if BSD will continue to use ParentSquare. Mr. Rayburn said the program is still operational. BSD will also be sending instructions regarding activation and use of ParentSquare.

Update
BHS/BMS Campus
Additions and
Renovations

Mr. David Gill, BSD Owner's Representative, presented the monthly construction progress report. He noted that a brief description of each change order had been added to the monthly reports.

In Progress and Completed:

Building addition masonry and structural steel work continues. Charter Communication will be installing fiber optic cable. North Building lower level finishes are being installed with completion expected by the end of May. Abatement is completed at the middle school and room remodeling is under way. Replacement of BHS mechanical equipment is almost complete. Abatement continues.

Contract Amount:

Original contract amount: \$18,496,000.00. Contract amount to date: \$18,823,112.59. Completed to date: \$10,833,667.85.

Schedule: The schedule is dependent upon the asbestos abatement work at BHS. It is anticipated that the project will be complete at the end of August with the exceptions of the small gym, which will be complete at the end of September, and some site work.

Dr. Lane had a productive scheduling meeting today with Ittner and K&S. The construction team has made up time and is monitoring staffing on site. There is concern about some international deliveries. Tile from China is expected to arrive in July. It is on time but must clear customs.

Ms. Trostel asked if alternative locations will be in place in the event the small gym is not ready for activities. Dr. Lane will talk with Dr. Ayotte. Dr. Ayotte should be able to reach out to other sources.

Ms. Trostel said the Brentwood Dance School will be at McGrath this year. She asked how construction delays would be addressed in relation to this program. Dr. Lane said there has not been much of a schedule change.

Mr. Allen asked if construction delays are accounted for in the financials. He is concerned about increasing costs. He would like to start the conversations now. Dr. Lane said there are daily penalties for construction delays. Some additional costs may need to be negotiated. The team is already having conversation about project completion. There may also be legitimate delays that are not the fault of K&S.

Update
Proposition E

Dr. Lane said there had been no additional questions received since the last meeting. He thanked panelists Mr. Allen, Ms. Spencer, and Mr. Rabenberg.

Mr. Womer said the panelists did a wonderful job and offered his thanks.

ACTION 169
Approval of
FY2019-2020
Budget Adjustments

Mr. Steve Chodes, Interim CFO, presented the FY2019-2020 budget adjustments. There are no revisions to revenue. Increases to expenditures were offset elsewhere in the budget. There were changes to salaries, accounting services, technology equipment, and BHS/BMS alterations, as well as some other accounts. BSD received additional invoices for asbestos abatement. There will be one more adjustment.

Ms. Spencer asked if BSD is using money from the capital projects funds. Mr. Chodes said the \$745,000 is a one-time charge.

Mr. Allen asked about available funds for salaries. Mr. Chodes said BSD may need to move money back to the account and watch the account for FY2020-2021.

Mr. Womer asked if the FY2020-2021 budget will be prepared by Mr. Chodes or the new incoming CFO. Mr. Chodes is working with Dr. Lane to prepare budget assumptions before the end of FY2019-2020. Mr. Womer asked if accounts were being padded. Mr. Chodes and Dr. Lane said padding will be limited and the accounts will be watched.

Ms. Trostel asked which funds were decreased to provide additional funding for asbestos abatement. She asked about transfer of funds from the BHS Driver's Ed program. Mr. Chodes did not have the detail. Dr. Lane said the funds were unused. The adjustment is not a reflection of future plans.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the FY2019-2020 budget adjustments as presented. The motion was approved by a 7-0 voice vote.

Update
Board Committees

Ms. Spencer reviewed the three board sub-committees. Ms. Spencer and Mr. Allen will serve on the Finance and Facilities Committee. Ms. Nehrt, Mr. Rabenberg, and Mr. Womer will serve on the Curriculum Committee. Ms. Trostel and presumptive new member, Mr. Chris Perkins, will serve on the Communications Committee. Dr. Lane will be a part of each committee. Board members said that committee work will result in better educated and well-rounded decision making.

Finance and Facilities will be meeting in late June with Dr. Lane and Mr. Andrew Hartnett, Director of Facilities and Maintenance. Mr. Allen said that if Proposition E succeeds, he would like a separate committee to work through the design process. He also wants the committees to revisit the 10-year plan on a regular basis.

Mr. Womer asked who else would be part of the Curriculum. Dr. Lane said Dr. Alex Tripamer, Director of Instruction and Student Support, and Ms. Vicki Rees, Instructional Improvement Coordinator, would participate. The principals could be invited as guests, as needed. Ms. Trostel suggested that curriculum writing team members could also be invited as guests, as needed. Mr. Womer would like for the Curriculum Committee to revisit the 10-year plan as it related to navigating COVID19. He would like to meet after the 6/2/20 election.

Dr. Lane will email each committee to set up meeting dates.

Ms. Trostel asked about parent and staff participation on the committees. PTO presidents may be able to identify interested parents. Dr. Lane and Mr. Rayburn will talk about this.

ACTION 170
Approval of Work
Calendars for FY2020-
2021

Dr. Lane presented the FY2020-2021 staff work calendars. The motion was made by Mr. Allen and seconded by Ms. Nehrt to approve the calendars as detailed. The motion passed by a 7-0 voice vote.

ACTION 171
Ratification of NTB
Memo of Agreement

Ms. Vicki Rees, Instructional Improvement Coordinator, presented the NTB Memorandum of Agreement. Educational Climate and Policy resolutions addressed diversity in hiring, healthy and safe working conditions for students and staff, compensation for extra work required during construction displacement, and bereavement leave policy. Finance resolutions addressed EPED, and equitable, competitive, transparent future salary schedules. Ms. Rees thanked the Board for their commitment. Ms. Kelly Javier, BHS teacher, presented the agreement to NEA for approval. Ms. Christa Jones, BHS teacher, presented the agreement to MSTA for approval. Ms. Rees, Ms. Javier, and Ms. Jones will continue working with the Finance committee in the coming year.

Mr. Allen asked about posting the salary schedule. The benefits and salary schedules for FY2019-2020 and FY2020-2021 are posted on the BSD website.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to ratify the NTB Agreement as detailed. The motion passed by a 7-0 voice vote.

ACTION 172
Approval of MSBA
COVID-19 Resolution

Dr. Lane presented the MSBA COVID19 resolution that implements the Emergency Family and Medical Leave Expansion Act (EFMLA) and the Emergency Paid Sick Leave Act (EPSL) as enacted in the Families First Coronavirus Response Act, for all eligible employees.

Mr. Womer asked if the Board should include an end date for the resolution. Dr. Lane said BSD could pick a date to review and decide about re-adopting. He suggested December 2020.

Mr. Allen asked if there was an option to not adopt the resolution. Dr. Lane said adoption is recommended but not mandatory. Board policies that are not in line with new state of Federal laws related to COVID19 are suspended.

Mr. Allen would like for the Board to review the resolution again in December. He asked if BSD is aware of what is in FMLA, EMFLA, and EPSL. Dr. Lane said yes. Some of the items have changed, effective 4/1/20.

The motion was made by Mr. Allen and seconded by Ms. Nehrt to adopt the resolution with a review date in December 2020. The motion passed by a 7-0 voice vote.

SSD Liaison Report Ms. Nehrt said the next meeting is June 1, 2020.

MSBA Delegate Report Mr. Rabenberg said the Virtual Igniting Great Ideas Summit scheduled for June is a smaller version of the annual fall conference, which will be held September 24-27 in Kansas City. Mr. Allen will attend the virtual meeting and Mr. Rabenberg will serve as the MSBA delegate.

Upcoming Events

- MSBA 2020 Annual Conference registration opens, Monday, June 1, 2020
- Rescheduled Election Day, Tuesday, June 2, 2020
- Board Meeting, Tuesday, June 2, 2020 at 7:00 p.m.
- Board Business Meeting, Tuesday, June 16, 2020 at 7:00 p.m.
- MSBA Virtual Igniting Great Ideas Summit and Delegate Assembly, Friday, June 19, 2020 at 8:30 a.m. and 2:30 p.m.

ACTION 173
Adjournment 8:09 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

