

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

|                        |                   |             |               |
|------------------------|-------------------|-------------|---------------|
| Open Session           | Conference Center | 7:00 p.m.   | June 20, 2023 |
| <b>Kind of Meeting</b> | <b>Location</b>   | <b>Time</b> | <b>Date</b>   |

**Members**

|   |                      |
|---|----------------------|
| <b><u>Present</u></b><br>Jamie Allen<br>Ryan Dodson<br>Ryan Flynn<br>Keith Rabenberg<br>Keith Slusser<br>Lindsay Spencer<br>Kerry Trostel | <b><u>Absent</u></b> |
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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.   |
| 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 207<br>Approval of Consent<br>Agenda | The motion was made by Mr. Jamie Allen and seconded by Mr. Keith Slusser to approve the consent agenda. The motion passed by a 7-0 voice vote.  |
| Update<br>Strategic Plan and<br>DPDC        | <p>Dr. Alex Tripamer, Assistant Superintendent, said the DPDC strategic plan academic achievement goal is to be more specific, focusing on DESE priority standards and creating student goals and success plans for academics and social and emotional learning. The action plan has key dates.</p> <p>Ms. Kerry Trostel asked if students will set the goals or if it will be a collaborative effort with teachers. She said the Board would like to see the form that will be used for goal setting.</p> <p>Dr. Tripamer said the Leader in Me program is expanding to K-8.</p> |

Ms. Trostel asked if BHS will also participate in Leader in Me. Dr. Tripamer said that this ties into the last meeting. Work with students starts in 6<sup>th</sup> grade

Ms. Trostel asked if parents would be involved with the process, reviewing their student's goals and approving their student's plan. Dr. Tripamer said he will speak with Emily Diaz, BHS College and Career Counselor, about the review process.

Ms. Kristin Clemons, ECC Director, and Mr. Tony Dobson, Communications Director, said the goal of the district community engagement is to increase the voice and input of all stakeholders. The group identified barriers and worked to create an action plan to get building levels more involved. Community engagement increased during FY2022-2023 with events such as the ribbon-cutting for the New McGrath/BECC; the return of the Senior Citizens' Brunch; and the Grandfriends program at BECC. Ideas for FY2023-2024 include sending the "Brentwood Pulse" home to families participating in the voluntary transfer program and hosting a back to school barbeque. Ms. Clemons said the committee will also be asking the Administrative team for ideas and participation in the community engagement program. BSD also wants to be present at meetings and events in the Brentwood community.

Ms. Trostel expressed interest in reviving student visits to senior citizens facilities to share music, reading, and other interests.

Dr. Katy Chambers, Executive Director of Human Resources, and Dr. Travena Hostetler, SSD Director, said the goal of diversity, equity, and inclusion is to improve the sense of belonging for all students, through a holistic approach. The committee developed monitoring tools, created a system of recognizing and celebrating individuals, and developed a training partnership with SSD DEIA Department.

Dr. Hostetler said plans for FY2023-2024 include creation of school equity teams, responding to equity concern reports, and implementing a "new to Brentwood" program that includes an intentional follow-up period. Plans also include district-wide multicultural and Black History celebrations, and review of materials to identify bias in programs.

Ms. Trostel asked if the program would get all of the elementary students together to meet and work with each other since they are on the same campus for the coming year. Dr. Hostetler said that is not on the committee plan but it has been discussed. The principals are already having conversations.

Dr. Tripamer said the social emotional learning committee's goal is to reduce high risk situations. Parents will have the opportunity to opt out.

Ms. Trostel ask if the Board will see the information. Dr. Tripamer said it will be presented in the fall.

Mr. Ryan Dodson asked if BHS parents can get growth feedback. Dr. Tripamer said family reports will be available.

Ms. Lor Rejent, Elementary Music Teacher, said the DPDC goal is to provide needed training for district initiatives and staff needs. BSD is continuing with the two-year plans for student achievement; social and emotional learning; and diversity, equity, and inclusion.

Mr. Dodson aside why the Leader in Me training varies from school to school. Mr. Rejent and Dr. Tripamer said the program began at Mark Twain Elementary. The other schools enrolled in subsequent years.

Ms. Trostel asked how professional development would also help parents. Ms. Rejent and Dr. Tripamer said BSD shares with parents what will be happening on professional development days. Professional development will be added to the list of subjects for curriculum night.

Dr. Lane said parents can be participate in a Leader in Me book study.

Mr. Ryan Flynn asked if Leader in Me is new at McGrath. Ms. Rejent said McGrath teachers are getting 5<sup>th</sup> grades students up to speed by the time they enter BMS. She said both elementary schools should be on the same schedule by FY2024-2025.

Dr. Lane thanked the committees and presenters for all of the work they have done to date.

#### Discussion Strategic Planning RFQ

Dr. Lane said the district is preparing to issue a request for qualifications for a strategic planning consultant and he requested feedback from the Board. Dr. Lane has a list of consultants who have been recommended by other districts.

Mr. Keith Rabenberg said the July 5 deadline may not provide enough time. Dr. Lane said the deadline can be adjusted. The Board committee will interview the candidates and report.

Mr. Allen said Ms. Spencer will review the project scope with the Board at the retreat on July 7. Board members need to be signed up and ready to take immediate action. Make sure to read the material.

Ms. Spencer said the goal is to have a 5-year plan for community engagement.

Dr. Lane will provide RFQ and interview dates to the Board.

Mr. Rabenberg said the RFQ seems open ended. Consultants can add information.

Update  
FY2023-2024 PEGS  
Intent to Participate

Dr. Tripamer said BSD signed an intent to participate agreement with PEGS, in the event that there are students who will be attending at the Lindbergh location.

Ms. Trostel asked about parochial school students who live in the district. Dr. Tripamer said the students would first have to enroll with BSD.

ACTION 208  
Approval of  
Substitute Rate of Pay

Dr. Chambers presented proposed changes to the substitute teacher pay rates for FY2023-2024. Currently, the daily pay rate is \$115.00 and the long-term rate is \$188.00. Individuals can obtain a substitute teacher certificate in Missouri upon completion of a 20-hour on-line course or with 60 hours of college credit. Some districts offer different rates for substitutes who are certified teachers. Dr. Chambers said 86.9% of BSD's substitute teachers are returning for FY2023-2024.

During FY2022-2023 10,282.50 hours of coverage were needed. Substitute teachers filled 8,187.5 hours. BSD teachers received additional compensation for covering the remaining hours.

Dr. Lane said BSD wants to have substitutes so that current staff can focus on their own assignments.

Proposed day rates would be:

\$120 for Teacher Aide

\$130 for Substitute Certified

\$140 for Teacher Certified Substitutes

\$188 for Teacher Certified Long Term Substitutes

\$175 for Substitute Certified Long Term Substitutes

Permanent substitutes would be paid the day rates depending on certification.

The motion was made by Mr. Slusser and seconded by Mr. Allen to approve the substitute pay rates.

Ms. Trostel asked if the pay rate for union and non-union teachers would be the same. Dr. Chambers said yes.

Mr. Allen asked where BSD wants to be on the pay rate scale.

Dr. Lane said BSD aims for the upper 5-10% rate of pay. He said the district should also consider what is being "cross-shopped."

Dr. Chambers said BSD has substitute teachers who also sub at other districts.

Mr. Dodson asked about the lower rate for substitute certified teachers and if long-term substitutes are often needed.

Dr. Chambers said the substitute certified teacher rate would be competitive. Dr. Chambers and Dr. Lane said long-term substitutes are not often needed. If so, the majority of the time BSD is able to find certified teachers for long-term assignments.

Mr. Slusser asked if other districts use a tiered approach. Dr. Chambers said yes. Dr. Lane said some district also pay their retired teachers a higher daily rate for substituting. Dr. Chambers said the tiered approach can also serve as a recruitment tool for certified teachers looking for work.

Ms. Spencer supports the higher rates for substitute teachers in order to provide coverage where needed and allow the district's teachers to focus on their classes. She said it would also be a way to introduce more teachers to BSD.

Mr. Rabenberg said BSD would not be competitive if the rates do not change. District may have to revisit the rates next year.

Mr. Allen said , plus having smaller class sizes, would be of interest to potential substitute teachers.

Mr. Dodson asked about the pay rate for long-term substitutes. Dr. Lane said the district tries to get certified teachers for long-term assignments. He said the rate of \$188.00 for long-term substitutes is competitive. Dr. Chambers said there is a strong candidate pool.

The motion was made by Mr. Slusser and seconded by Mr. Allen to approve the substitute rate of pay.

The motion passed by a 7-0 voice vote.

ACTION 209  
Approval of  
FY2023-2024 Physician  
Service Agreement

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the FY2023-2024 Physician Service Agreement. The motion passed by a 7-0 voice vote.

ACTION 210  
Approval of  
FY2023-2024 Meal  
Prices

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the FY2023-2024 meal prices.

Mr. Norrid used the USDA meal price equity tool and survey data from other districts. Meal prices will increase by \$0.30. Milk prices will increase by \$0.05.

Ms. Trcstel asked about the ECC. Mr. Norrid said ECC meals were not ever subsidized. Meals were free during COVID.

Ms. Trcstel asked if all families who needed assistance have returned to the program. Dr. Lane said BSD is reaching out to families per district procedures.

The motion was approved by a 7-0 voice vote.

ACTION 211  
Approval of  
FY2023-2024 Food  
Service Management  
Renewal

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the FY2023-2024 Chartwells' Food Service Management Renewal.

Mr. Norrid said prices are tied to Consumer Price Index. The administrative fee has increased by \$0.0207 per meal for a new rate of \$0.2612. The management fee has increased by \$0.0059 per meal for a new rate of \$0.0746.

Dr. Lane and Mr. Norrid said this is the last year for the current agreement. BSD will issue an RFP for food service at the end of 2023.

The motion passed by a 7-0 voice vote.

ACTION 212  
Approval of  
FY2023-2024 Crossing  
Guard Agreement

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the FY2023-2024 Crossing Guard agreement.

Ms. Trostel noted that the agreement is for crossing guards at White Avenue and Brentwood Boulevard. She asked about bus transportation for elementary school students during construction.

Dr. Lane and Mr. Norrid said BSD has been trying to procure bus service for 3 months.

Mr. Rabenberg asked if there was a particular reason why bus service is difficult to find. Dr. Lane said bus services have not been responsive to inquiries so BSD is uncertain of the reason.

Ms. Trostel asked if the district still planned to purchase a vehicle. Dr. Lane said that BSD wanted to purchase a 14-person passenger van for sports transportation. There was a two-year wait for vehicles and state regulations limiting the number of students that can be transported in a vehicle, so the BSD decided not to proceed with the purchase. There is no longer a line item in the budget for such a purchase.

Mr. Dodson asked about having additional guards and time extensions to accommodate increased foot traffic. Dr. Lane said BSD can go back to the city of Brentwood as needed to adjust the agreement.

The motion passed by a 7-0 voice vote.

ACTION 213  
Approval of  
FY2022-2023 Budget  
Revision #2

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the FY2022-2023 Budget Revision #2.

Mr. Norrid said the revision is a Missouri state statute compliance matter.

BSD requests the ability to apply a year-end budget adjustment to set the budget to actual expenditures. Also, if Fund 1 balances exceed 50%, the district requests funds be transferred into the Fund 2 reserves for compliance. The final budget adjustment will be presented to the Board.

The motion passed by a 7-0 voice vote.

ACTION 214  
Approval of  
FY2023-2024 Budget

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the FY2023-2024 budget. Mr. Norrid made several adjustments including those related to facility move stipends for eligible ECC and elementary staff; replacing split PD stipends with full PD stipends for eligible teachers; curriculum workbooks that no longer need to be purchased; and administrative team professional development.

The motion passed by a 7-0 voice vote.

ACTION 215  
Approval of Resolution  
for July Bill Payments

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the resolution for July bill payments. Mr. Norrid said that in the event that the Board does not meet in July, the report will be presented at the August business meeting. The motion passed by a 7-0 voice vote.

ACTION 216  
Approval of MSBA  
2023B Policy Updates

The motion was made by Mr. Allen and seconded by Mr. Slusser to approve the following policy updates as outlined:

- Policy IGBAB – Instructional Interventions
- Policy IGC – Extended Instructional Programs
- Policy IKE – Promotion, Acceleration, and Retention of Students
- Policy IL-1 – Assessment Program
- Policy IND – Ceremonies and Observances

Ms. Spencer asked if BSD is observing all of the days outlined in Policy IND with the appropriate exercises. Dr. Tripamer said BSD will be doing so.

Ms. Trostel said the Pledge of Allegiance needs to be said in grades K-12 every day. Ms. Trostel also had a question about the assessment program. She will find her notes and review at the curriculum meeting. Ms. Trostel would then like to talk about implementation at the next Board meeting.

The motion passed by a 7-0 voice vote.

Update  
MSBA Delegate Report

Mr. Rabenberg attended the MSBA Summer Summit and said it is worthwhile for Board members to attend. The annual fall conference will be in Kansas City again this year. Elected officers are: Ruth Johnson, President (Raymore-Peculiar); Jonathan Russell, Vice President (Neosho); and Patty Quessenberry, President-Elect (Ozark R-VI).

Update  
SSD Governing Council

Mr. Flynn had no report.

Update  
Board Committees

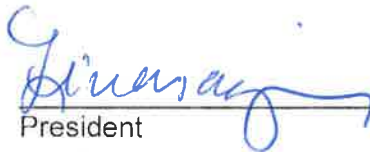
Committee members said that the Finance Committee will be meeting in July and the Curriculum Committee will be meeting in the fall.

Upcoming Events

- Board Retreat, Friday, July 7 at 8:30 a.m.
- Board Policy Meeting, Tuesday, August 1 at 7:00 p.m.
- Board Business Meeting, Tuesday, August 15 at 7:00 p.m.

ACTION 217  
Adjournment 9:02 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 7-0 roll call vote.

  
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President

  
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Secretary