

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

Open Session	BHS Lecture Hall	7:00 p.m.	August 20, 2024
<b>Kind of Meeting</b>	<b>Location</b>	<b>Time</b>	<b>Date</b>

**Members**

<b><u>Present</u></b> Mark Cicero Ryan Dodson Ryan Flynn Keith Rabenberg Katherine Spal Lindsay Spencer 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	<p>Ms. Spencer asked if there were any Citizens' Comments.</p> <p>Brady Hansen, BHS student and member of the tennis team, expressed concern about Tilles Park tennis courts being repurposed for other activities, thereby limiting places for the tennis team to practice. Brady would like to have tennis courts on school district property or in the Brentwood community.</p> <p>Mr. Jeff Heinrich, BHS teacher and Tennis Coach, said that 19-23 students participate in the program each year. He would like the team to have courts for practices and home matches. He is concerned about safe transportation for team members. If Junior Varsity and Varsity teams were to practice and play at separate locations, then either two coaches would be needed or one team would have a delayed start time.</p> <p>Mr. Heinrich said Brentwood Forest turned down a request to use their two courts. There is one court at the swim club. The Brentwood parks system has no courts.</p> <p>Mr. Heinrich asked that the Board and district consider options for tennis courts on school property or in the Brentwood community.</p>

Spotlight on Brentwood	Mr. Tony Dobson, Communications Director, previewed the Spotlight on Brentwood. This monthly segment will feature highlights connected to the four priorities of the district's strategic plan: Student Success; School Culture; Diversity, Equity, Inclusion, and Accessibility; and Unified Community Engagement.
Roll Call	Brentwood School District Board members were present or absent as stated above.
Attendance	Also in attendance was Dr. Amy Zielinski, Superintendent.
ACTION 30 Approval of Consent Agenda	The motion was made by Mr. Ryan Flynn and seconded by Mr. Ryan Dodson to approve the consent agenda as outlined. The motion was approved by a 7-0 voice vote.
Presentation Final Construction Update	<p>Mr. Cory Bextermueller of Navigate Building Solutions and Mr. Brett Higgins from HTK Architects presented the final construction update. Substantial completion for Mark Twain was 7/15/24. The McGrath Phase 2 demolition and sitework is underway. Projected completion of demolition is October 2024 and the ECC playground is November 2024.</p> <p>The district's total budget for the elementary projects was \$36,211,824. The total budget of the elementary projects, including contingencies, was \$36,095,584. The current difference is \$116,240.</p> <p>Questions were asked about the possibility of locating a tennis court or courts in field area or on the emergency access road between the fields and building. Mr. Bextermueller and Mr. Higgins said additional work would have to be done on the fields. The emergency access road would not be a suitable location for tennis courts.</p> <p>There will be a sprinkler system to maintain the sod on both fields. Fencing will be installed on the eastern field. The western field will not be fenced. There will be a swing gate at the emergency access road entrance.</p> <p>Mr. Flynn asked about partnering with another entity for shared use of the western field. Mr. Higgins said he has seen some partnerships work. Ms. Kerry Trostel said that in the past the city and the PTO provided funds for the McGrath field. She noted that the YMCA has used the fields for activities and may want to resume use when the fields are ready. Ms. Trostel asked if the western field was large enough to accommodate a tennis court. Mr. Higgins said he would have to review the site.</p>

Mr. Bextermueller said funds are available to address Mark Twain punch list items. The warranty period walk through will take place in July 2025.

The McGrath pavilion was taken down before construction. It will be reinstalled. Ms. Katy Spal would like to have a flat area on the field to accommodate a pavilion in the future. Consider adding another pavilion on the fields to provide shade.

Ms. Trostel asked about the outdoor classroom. Trees and groundcover will be planted. There will be a retaining wall and a walk. Tables and seating will also be installed.

Ms. Spal said the playground area is hot. She asked if it would be possible to affix shade structures from the building to provide playground heat relief. Ms. Trostel said it may be something the PTO could provide. Mr. Bextermueller said that the playground equipment company may be able to provide shade structures for the equipment that would not have to be anchored to the building.

Mr. Flynn asked about potential flooding. Mr. Higgins and Mr. Bextermueller said there are drainage areas along the fields to reduce the likelihood of pooling or flooding.

Ms. Trostel wants to make sure BSD completes the phases of work the district told the community would be done.

Ms. Spencer said the tennis court topic is brand new and would be addressed separately.

Dr. Zielinski said the district is focused on what facilities projects remain to be completed and which projects are in the 5-year plan. The Facilities and Operations Committee will then be able to determine feasibility, priorities, and how to move forward.

Mr. Flynn noted that water is being sprayed at the demolition site to help reduce the amount of dust. He asked if mesh could also be added to the temporary fencing to keep dust away from students using the playground while demolition is under way.

Board members thanked HTK Architects and Navigate for their work on the district's projects.

Presentation  
Facilities 5-Year Plan

Mr. Andrew Hartnett, Facilities Manager, reviewed Facilities projects completed during FY2023-2024. Projects include BHS soffit and fascia; cooling tower sound wall; Mark Twain roofing; and the BHS gym HVAC replacement; BHS HVAC sound test; and McGrath HVAC sound test.

Mr. Hartnett presented the 5-Year plan:

2024-2025

BHS Bldg C HVAC replacement; BHS field retaining wall; and BHS Bldg C roof replacement.

2025-2026

BHS Bldg B shingle replacement; BHS gutter restoration; and Mark Twain field grading

2026-2027

BHS RTU Bldg B dehumidification

2027-2028

BHS Bldg B track replacement

2028-2029

BHS Bldg B floor replacement

2029-2030

Mark Twain playground replacement

Projects for Consideration

The Facilities and Operations Committee will look at the request to replace the BHS athletic field scoreboard.

BHS and Mark Twain window replacement (window replacement units are non-operational)

Board members want to make sure the needs and any changes to the Facilities Plan are communicated to the community.

ACTION 31  
Approval of the SSD  
Homebound Students  
Contract

The motion was made by Mr. Flynn and seconded by Mr. Dodson to approve the 2024-2025 SSD General Education Services for Homebound Students contract. The motion was approved by a 7-0 voice vote.

Presentation  
ASBR Report

Mr. Matt Norrid, Chief Financial Officer, presented the annual secretary of the board report (ASBR). Pre-audited financial information was provided to DESE by the 8/15/24 deadline. The audit field work is scheduled to be completed by 8/31/24. The audit will be finished by 12/31/24.

Presentation  
2023-2024 Final Budget  
to Actual Results

Mr. Matt Norrid presented the 2023-2024 final budget to actual results. The final budget transfers budget dollars between the funds. There is no increase or decrease to expenditures.

ACTION 32  
Approval of 2024-2025  
Budget Revision #1

Mr. Norrid said Budget Revision #1 rolls forward the unspent purchase orders to the new fiscal year. The fund balance was brought forward to pay for these purchase orders, which include the completion of the McGrath project. The district also received one grand and insurance claim payments.

The motion was made by Mr. Flynn and seconded by Mr. Dodson to approve budget revision #1. The motion was approved by a 7-0 voice vote.

**ACTION 33**  
**Approval of HYA Letter**  
**of Agreement for**  
**Strategic Dashboard**

The motion was made by Mr. Flynn and seconded by Mr. Dodson to approve the HYA Letter of Agreement for Strategic Dashboard. BSD will receive 18 months of service for the 12-month fee. HYA is piloting some new features, which will be part of this service. The motion was approved by a 7-0 voice vote.

**Discussion**  
**Language Interpretation**  
**Services**

Board members reviewed the draft Memo of Understanding from Monarch to provide spoken language interpretation services for the district. Services would be provided for an hourly rate on an as needed basis. Before making a decision, Board members would like to review service agreements that BSD has with other providers.

**Review**  
**MEC Annual Filing**  
**Status for 2023**

Board members reviewed the Missouri Ethics Commission annual filers status report for calendar year 2023.

**ACTION 34**  
**Approval of the MEC**  
**Conflict of Interest**  
**Resolution**

The motion was made by Mr. Flynn and seconded by Mr. Dodson to approve the Missouri Ethics Commission Conflict of Interest Resolution. The motion was approved by a 7-0 voice vote.

**ACTION 35**  
**Approval of Nine Board**  
**Policies**

The motion was made by Mr. Flynn and seconded by Mr. Dodson to approve the renewal of

- BBFA – Board Member Conflict of Interest and Financial Disclosure

and the following policies from MSBA 2024B:

- BDC - Closed Meetings, Records, and Votes
- DFI - Setting Tuition for District Programs
- GBEC - Criminal Background Checks
- IND - Ceremonies and Observances
- JEC - School Admissions
- JECA - Eligibility to Enroll
- JO - Student Records
- KH - Public Gifts to the Schools

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

**Review**  
**MSBA Refresher**  
**Training**

Board members reviewed the MSBA refresher training status report for 2024-2025.

**Update**  
**Brentwood Economic**  
**Development Sales Tax**  
**Board Representative**

Mr. Flynn said he would serve as the BSD representative on the Brentwood Economic Development Sales Tax Board for FY2024-2025.

**Update**  
**MSBA Delegate Report**

Mr. Keith Rabenberg, Ms. Spencer, and Dr. Zelinski will attend the MSBA Region 7 meeting on September 4. Mr. Rabenberg said the annual conference will be held October 18-19 in Kansas City.

Update  
Board Goals

Ms. Spencer said Board members will be working through the goals with Dr. Zielinski.

Update  
Board Committees

Community members will be invited to stay on their committee or to reapply. An announcement will be in the September edition of The Pulse.

Community members who participated last year will be invited to complete a short application form if they plan to return this year. Committee meetings will be two or three times a year.

ACTION 36  
Adjournment 9:05 p.m.

The motion was made by Mr. Flynn and seconded by Mr. Dodson to adjourn. The motion was approved by a 7-0 roll call vote.

  
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President

  
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Secretary