

**THE GIST
BROOKFIELD R-III SCHOOL DISTRICT
OPEN SESSION BOARD MEETING
MAY 16, 2017**

The Brookfield R-III Board of Education, Brookfield, Missouri met in open session on Tuesday, May 16, 2017, beginning at 5:30 p.m. in the district conference room. All board members were present: Jeff Vogel, Toni Fay, Jim McIntyre, Jered Wallace, Burnie Hicks, Galen Hicks, and Blake DeVoy.

President Vogel called the meeting to order and led everyone in the Pledge of Allegiance. There were no changes made to the agenda. There were no public comments. The board approved the following unanimously: The Agenda, the Consent Agenda Items, a letter of retirement from Brenda Thompson, Special Services secretary,

Dr. Collins presented retirement bells to non-certified staff members retiring at the end of school year: David Moore, bus driver and former Director of Transportation; Kathy Burstert, Special Services paraprofessional; and Brenda Thompson, Special Services secretary.

Beth Black presented the MSIP 5 update to the board.

Future calendar dates were discussed. The regular June board meeting was moved to Tuesday, June 27, 2017.

Finance reports from 04/30/17 were reviewed by the board and Dr. Collins.

Denise Carlson, Special Services Director, presented program reviews on the district's PAT and Early Childhood programs.

Matt Parn, Director of Maintenance, reported on upcoming summer maintenance projects.

Dr. Collins reported that he is still tweaking the budget for the 2017-18 school year, but feels confident in recommending that the board approve a \$150 raise to the base of the 2017-18 certified salary schedule, allow movement on the certified salary schedule for 2017-18, and give a 2% raise to the non-certified staff and administrators for 2017-18. Director B. Hicks moved to add \$150 to the base of the current certified salary schedule for the 2017-18 school year, allow movement on the certified salary schedule for 2017-18, and raise non-certified and administrators' salaries by 2% for the 2017-18 school year. Director Fay seconded the motion. The motion passed unanimously.

Dr. Collins reported that the district received the following two bid proposals from CPA firms for the district's audit needs:

John W. Gillum, CPA, LLC	
Kirksville, MO	
2016-17 Audit	\$ 9,900
2017-18 Audit	\$10,100
2018-19 Audit	\$10,300

Gerding, Korte & Chitwood, P.C.	
Boonville, MO	
2016-17 Audit	\$9,700
2017-18 Audit	\$9,800
2018-19 Audit	\$9,900

Discussion then followed. The board was in agreement they were very happy with John Gillum's services and felt he was very thorough in his audit. Director G. Hicks moved to approve the audit bid from John W. Gillum, CPA, LLC for 2016-17, 2017-18, and 2018-19 school years. Director Wallace seconded the motion. The motion passed unanimously.

The MSBA 2017A Policy Updates were discussed. Director McIntyre moved to take the following action on the following policies:

- Policy BBE-** Adopt as amended
- Policy GBL-** Adopt as amended
- Policy GBLB-** Adopt as amended
- Policy GCPD-** Adopt as amended
- Policy GDPD-** Adopt as amended
- Policy GDPE-** Adopt new policy & delete "employees w/ contracts" section
- Policy IGCE-** Adopt policy as amended
- Policy IKF-** Adopt policy as amended
- Policy JCC-** Adopt new policy
- Policy JCFL-** Adopt policy as amended
- Policy JO-** Adopt policy as amended without the "law enforcement unit exception"

Director G. Hicks seconded the motion. The motion passed unanimously.

Dr. Collins updated the board on the CSIP process. All facets of the process are proceeding as scheduled.

Dr. Collins updated that board on the district's surplus buses and the surplus welding units. Both buses and the welding units are up for bid on purplewave.com. So far one bus has a bid of \$725 and the other bus has a bid of \$675, both of which are higher than the bids we received and rejected last month when we bid out the buses ourselves. The auction ends June 6th and usually most of the activity happens the last day or two of the auction time frame. There are no bids so far on the welding units.

Dr. Collins reported that the district is planning on holding a tech camp June 5-6, 2017. He recommended the board offer certified staff members a \$300 stipend to attend both days, which would be paid out of Title IIA funds. These funds must be spent for professional development purposes. Director B. Hicks moved to approve a stipend of \$300 for certified staff members who attend the June 5-6, 2017 tech camp, to be paid from Title III Funds. Director McIntyre seconded the motion. The motion passed unanimously.

Dr. Collins recommended the district raise its breakfast and lunch prices by \$.05 for the 2017-18 school year. Director moved to raise the district breakfast and lunch prices as follows:

Meal Type	Meal	Current Price	Recommended 2017-18 Price
EL/MS	Breakfast	\$1.10	\$1.15
HS	Breakfast	\$1.10	\$1.15
Adult	Breakfast	\$1.35	\$1.40
EL/MS	Lunch	\$1.40	\$1.45
HS	Lunch	\$1.55	\$1.60
Adult	Lunch	\$1.95	\$2.00

Director McIntyre seconded the motion. The motion passed unanimously.

Dr. Collins proposed that district apply for a district credit card that would be kept in the central office and used for items that are currently being paid for by staff members because they cannot be paid for through the usual PO/check system. This would prove helpful with hotel reservations especially. Also, currently staff members use their personal credit card and pay sales tax on items and then turn in receipts for reimbursement, for example almost \$2000 worth of Worlds of Fun tickets. Any building administrator needing to use the district credit card would still be required to fill out a PO for Dr. Collins' approval before the credit card would be used for any purchases. Director G. Hicks moved to authorize Dr. Collins to apply for a district credit card with a limit of \$10,000.00 and with a cash reward component; further the credit card shall be kept and administered through the Central Office for purchases that require payment through credit card only. Director McIntyre seconded the motion. The motion passed unanimously.

Director McIntyre moved to amend the districts existing cafeteria plan document to allow employee and employer contributions to a Health Savings Account. Director B. Hicks seconded the motion. The motion passed unanimously.

Administrative reports were given.

There being no further business to discuss, the meeting adjourned at 7:07 p.m. and moved into closed session.