

**THE GIST  
BROOKFIELD R-III SCHOOL DISTRICT  
OPEN SESSION - REGULAR BOARD MEETING  
APRIL 21, 2020**

The Brookfield R-III Board of Education, Brookfield, Missouri met in open session on Tuesday, April 21, 2020, beginning at 5:30 p.m. by Google Meet due to the statewide school closure. All board members were present: Jim McIntyre, Toni Fay, Jered Wallace, Blake DeVoy, Burnie Hicks, Galen Hicks, and Mandy Wiedeman.

President McIntyre called the meeting to order. The board approved the agenda and the consent agenda items. There were no public comments.

Under calendar announcements, Dr. Collins stated that the students' last day of remote learning for the 2019-20 regular school year would be May 19, 2020.

Under communications, Dr. Collins reported he had received a letter of retirement from Brenda Asher, LCACTC building secretary, effective at the end of the 2019-20 school year.

Finance reports for March 2020 were reviewed by the board.

Dr. Collins reported that the Hurlbut Award would still be awarded this year to two teachers. However, due to the school closure, the committee has not met to choose the two recipients. They will meet in the future and, although there most likely will not be a banquet this year, the award will still be given out. He will keep the board updated on this matter.

Dr. Collins reviewed the foundation repair bids with the board. They came in as follows:

<u>Firm</u>	<u>Base Bid</u>	<u>Alternate Bid</u>
C&M Restoration, Inc.	\$73,034	N/A
Chamberlin Contracting	\$55,835	\$73,474

The board voted unanimously to approve the base bid of \$55,835 from Chamberlin Contracting for the district's foundation repair work that is currently needed.

Dr. Collins reviewed the following two bank depository bids the district received:

Preferred Bank	.21% above the most current 91-day T-Bill "discount rate"
Citizens Bank & Trust	.40% above the most current 91-day T-Bill "discount rate"

Preferred Bank stated in its bid that it would cover all service fees and customer costs as requested by the district, while Citizens Bank & Trust had a list of items covered and not covered. The board voted unanimously to approve the bank bid from Preferred Bank renewable up to five years.

Dr. Collins reviewed the two auditor bids the district received:

John W. Gillum, CPA	\$10,400 for 2020
	\$10,550 for 2021
	\$10,700 for 2022

Gerding, Korte & Chitwood, P.C. \$10,100 for 2020  
\$10,300 for 2021  
\$10,500 for 2022  
("hourly charges for additional work \$85-\$175)

The board voted unanimously to approve the auditor bid for the next three years from John W. Gillum, CPA for \$10,400 for 2020, \$10,550 for 2021, and \$10,700 for 2022.

The board discussed grading proposals at each building level for the 2019-20 second semester. The board voted unanimously to approve the HS & LCACTC/MS/Elementary grading proposals for the 2019-20 second semester as presented by the building administrators (see attached).

The board tabled specific graduation plans until a future board meeting to give the administrators more time to develop specific plans for graduation and senior recognition for the class of 2020.

The board voted unanimously to continue paying all certified and non-certified staff through the end of the current school year.

The board voted unanimously to continue serving student meals through June 30, 2020, if the district's application for the SSO program is approved.

Dr. Collins presented information on the 2020-21 budget to the board. A budget must be approved by 06/30/20 for the new school year. Very little financial information is known at this time regarding 20-21 finances. The coronavirus will definitely have an affect on finances for the foreseeable future. Dr. Collins plans to budget very conservatively and will have a budget to present at a later date.

Dr. Collins discussed the 2020-21 health insurance renewal rates with the board. The rates came in with a 20% increase in premiums, with no change to the current plan, and still keeping with Anthem Blue Cross/Blue Shield. Other plans were shopped, but there were no plans which provided an apples to apples comparison to the district's current plan, or provided a significant savings in rates, so Dr. Collins recommended continuing with Anthem Blue Cross/Blue Shield. Director Wallace moved to keep our health insurance plan with Anthem Blue Cross/Blue Shield for the 2020-21 school year, with an estimated 20% increase in premiums due, with the board working out specific plan details and benefits at a future board meeting. Director DeVoy seconded the motion. The motion passed 6-0 with one Director Fay abstaining.

The board voted unanimously to approve the 2020-21 MSBA Full Maintenance Service Agreement.

The administrators presented building level board reports.

The meeting adjourned at 6:50 p.m. and moved into closed session in accordance with RSMo, Sections 610.021 (6 and 3) - closed meeting – closed record – closed vote.

**Brookfield High School  
Grading Proposal  
During the Closure**

**All students will be given the choice as to whether to accept their 3rd quarter grades as their second semester grades, or continue participating in classes to potentially improve their semester grade up to one letter grade. This would be a hold harmless opportunity, so grades could only improve. This means if a student received an F for 3rd quarter, he/she would have the opportunity to participate in classes the remainder of the school year in an attempt to raise his/her grade to a D. (Subsequently...D to C, C to B, B to an A)**

**Dual Credit students (those paying for college courses) will continue to be graded on their work until the final day of classes. Those students in dual credit classes that are not paying for credit were informed 2 weeks ago that they would not be required to continue working in the class. Under this proposal, they would be allowed to resume participation to potentially improve their final semester grade.**

**In order for a student to improve on his/her letter grade, he/she would be required to begin turning in assignments on Monday, April 27th through the final day of instruction.**

**Since the first week of closure, our teachers have continued to provide work for enrichment purposes. Teachers would still be expected to offer these opportunities until the final day of scheduled classes.**

**The final day of instruction for Seniors will be Friday, May 8th.**

**The final day of instruction for underclassmen will be Tuesday, May 19th.**

## Procedural Guidelines for Middle School Promotion/Retention following the COVID-19 Pandemic

In the Middle School, grade level placement decisions are made on a case-by-case basis with consideration of the following indicators:

- current levels of academic achievement and ability levels to reach the age appropriate standards;
- physical, social, and emotional maturity;
- attendance and number of previous retentions;
- other school records; and
- input from staff, parents and/or guardians

Following the school closure as a result of the COVID-19 Pandemic, Middle School teachers and administration will make decisions to promote or retain students while keeping the best interest of each student in mind, with consideration of these unprecedented circumstances. If, in the judgement of the teacher and principal, a student was prepared given the student's demonstration of knowledge and skills prior to the school closure, the student will be promoted to the next grade level.

Although there are students who have demonstrated academic deficiencies in specific areas, as is the case every year, we plan to promote all MS students to the next grade level for the 2020-2021 school year. Prior to the closure in March, concerns regarding these deficiencies had been noted, monitored, and addressed; however, retention had not been discussed, nor had procedures for retention been implemented for any MS students. In the fall, we will make a deliberate and strategic effort to address these identified deficiencies, as well as the inevitable regression, or loss of academic knowledge and skills gained that all students will likely experience.

Parent notification of promotion or retention will occur at a time decided upon by the District. The method of notification will also be decided upon by the District administrative team, most likely in the form of letters mailed to the home, or emailed to the parent or guardian.

**NOTE:** Online learning opportunities have been provided to MS students throughout the closure. However, these opportunities were intended to sustain learning that had already taken place during the first 3 quarters, in addition to providing enrichment activities and projects. They were never intended to replace direct instruction provided face-to-face by our staff. Students and parents were initially informed that the work would not be graded or assessed. Therefore, we will not consider any of this work whether complete, or not, to be a factor in the decision to promote or retain. In the event that another closure is necessary, we would like to revisit our approach to online learning and student accountability. This has been a learning and growing experience, not only for our students, but also for our teachers.

# **Procedural Guidelines for Elementary Promotion/Retention**

During 3rd quarter conferences and through communication during 1st semester, concerns regarding retention students due to deficiencies were noted, monitored, and addressed with staff and parents/guardians. Prior to the school closure as a result of the COVID-19 Pandemic, elementary teachers, staff, parents and administration, while keeping the best interest of each student in mind, made decisions to promote or retain students.

Grade level placement decisions are made on an individual basis with consideration of the following indicators:

- current levels of academic achievement
- ability levels to reach the age appropriate standards
- social, and emotional maturity
- attendance and number of previous retentions
- behavior/discipline data
- input from staff, parents/guardians

Parent notification of promotion will occur as soon as we have authorization from the Board of Education. The method of notification will be in the form of letters emailed to the home, or a textcaster sent out to the parents/guardians. Students that are being retained will be contacted by administration to answer any questions or concerns prior to distributing the promotion information.