

Strafford R-VI Board of Education
Regular Meeting
August 22, 2017

President Graves called the tax rate hearing to order at 5:45 PM. Those present were Bryan Campbell, Mike Goodin, Travis Lathrop, Jack Graves, Doug Foley, Phil Collier, Tommy Austin, Brett Soden, Marci Chadwell, Michelle Gardner, Marcy Easterly, Michelle LaFollette, John Collins, Vicki Tate, Larry Lay, Justhan Webster, Kennedy Austin, and Taylor Chrisman.

Superintendent Collins reviewed the proposed tax rates. No one was present to comment.

President Graves declared the hearing adjourned at 6:00 PM and called the regular meeting to order.

The Board and attendees observed a moment of silence and stated the Pledge of Allegiance.

It was a consensus of the Board to add 17A. Technology Requests to the agenda.

Justhan Webster, School Resource Officer, reviewed the district's safety program with the Board. Justhan left the meeting at 6:06 PM.

Larry Lay, Transportation Supervisor, reviewed the district's transportation program with the Board.

The motion was made by Travis Lathrop to accept the bid from MFA Oil Company to supply unleaded gasoline and diesel to the district for the 2017-18 school year. Doug Foley seconded. Carried 7-0.

Larry Lay left the meeting at 6:18 PM.

The motion was made by Tommy Austin to enter into a 7 year contract with Ozarks Coca Cola to supply Coke products to the district. Phil Collier seconded. Carried 7-0.

The motion was made by Bryan Campbell to approve the following items on the consent agenda:

- Approval of the August 1, 2017 minutes as amended – adjourn motion carried 7-0;
- Approval of bills and payroll;
- \$0 transfer;
- Treasurer's report;
- Approval of the Annual Secretary of the Board Report;
- Set the 2017 tax levy as follows:

| | |
|-------------------------|---------------|
| Unadjusted General | \$2.75 |
| Unadjusted Debt Service | <u>\$1.00</u> |
| Total | \$3.75 |

| | |
|-----------------------|---------------|
| Adjusted General | \$2.75 |
| Adjusted Debt Service | <u>\$.70</u> |
| Total | \$3.45 |

- Accept the resignation of Jason Duncan (8th grade math) teacher;
- Approval of the August employment list – except Annie LaFollette and Cami LaFollette;
- Set the regular September meeting date as Thursday, September 21, 2017 at 6:00 PM;
- Enter into privately owned vehicle contracts with the following:

| | | |
|------------------|------------------|-------------------|
| Marci Chadwell | Shane Pierce | Brett Soden |
| Mike Wilson | Michelle Gardner | Ashley Bough |
| Anne Stever | Rolanda Lawler | Steve Frank |
| Tim Hester | Christy Willis | Lindsay Wells |
| Brenda Grass | Dawnielle Baker | Katherine Gibson |
| Melissa Devlin | Michele Robnett | Aaron Luebbe |
| John Collins | Holly Graves | Jenny Stone |
| Russell Lee | Zach Chittenden | Valerie Poynor |
| Kayla Davidson | Duane Fabro | Kay Myers |
| Cindy Rear | Brett Bough | Jodi Davis |
| Lisa King | Greg Baker | Kelli Hartman |
| Taryn Smith | Erika Lundien | Shana Zbaren |
| Melinda Lee | Rachel Baker | Jessica Berghager |
| Dale Bean | Rodney Mullings | Colton Moos |
| Matt Mueller | Jesse Alsup | Cleave Perryman |
| Whitney Lewis | Morgan Hoey | Madison Gorder |
| Stephanie Goings | Janet Clements | Lesia Collins; |
- Enter into the memorandum of understanding for the GO CAPS program;
- Approval of policy BBFA (Board Member Conflict of Interest and Financial Disclosure) as recommend by MSBA.

Travis Lathrop seconded. Carried 7-0.

The motion was made by Phil Collier to employ Annie LaFollette and Cami LaFollette as substitutes for the 2017-18 school year. Mike Goodin seconded. 6-0-1 (Tommy Austin).

The motion was made by Doug Foley to enter into a privately owned vehicle contract with Crisi Collier. Mike Goodin seconded. 6-0-1 (Phil Collier).

The motion was made by Tommy Austin to enter into a privately owned vehicle contract with Brandon Foley. Mike Goodin seconded. 6-0-1 (Doug Foley).

The Board discussed their attendance at the MSBA/MASA Fall Conference October 5-8, 2017.

The Board moved the discussion of technology requests to executive session due to specific personnel issues.

Michelle Gardner, Elementary Principal, updated the Board on early childhood and elementary activities including enrollments, new staff members, and upcoming events.

Marci Chadwell, Middle School Principal, updated the Board on middle school activities including enrollment, new staff members, and upcoming events.

Brett Soden, High School Principal, updated the Board on high school activities including new staff members, beginning of the year activities, and upcoming events.

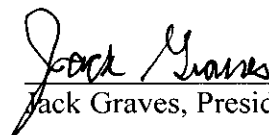
Marcy Easterly, Communications Director, updated the Board on the website, mobile app, and the spear pack program.

Superintendent Collins updated the Board on current district enrollment as compared to past years.

Vicki Tate reminded the Board that John Boise with MSBA would be contacting them individually to discuss the superintendent search.


The motion was made by Doug Foley to enter into executive session at 7:00 PM as allowed under Section 610.021 (1, 3, & 6) for a closed meeting with closed record and closed vote discussion of legal matters, pupil/personnel, and personnel. Tommy Austin seconded. YEA: Bryan Campbell, Mike Goodin Travis Lathrop, Jack Graves, Doug Foley, Phil Collier, and Tommy Austin. NAY: None.

The Board came out of executive session at 7:41 PM. The motion was made by Doug Foley to adjourn at 7:42 PM. Bryan Campbell seconded. YEA: Bryan Campbell, Mike Goodin Travis Lathrop, Jack Graves, Doug Foley, Phil Collier, and Tommy Austin. NAY: None.



Jack Graves, President

Attested by:



Travis Lathrop, Secretary

Strafford R-VI Board of Education
Agenda
Tuesday, August 22, 2017 – 5:45 PM

5:45 PM – A hearing will be held at 5:45 PM on Tuesday, August 22, 2017 in the Central Office Board of Education Meeting Room at which time citizens may be heard on the property tax rates proposed to be set by the Strafford R-VI School District.

REGULAR MEETING – 6:00 PM

1. Call to Order
Moment of Silence
Approval of Agenda
Reports from Parents and Groups

DISCUSSION ITEMS

2. Program Evaluations
 - A. Safety
 - B. Transportation

ACTION ITEMS

3. Review of Fuel Bids
4. Review of Ozarks Coca Cola Contract

CONSENT ITEMS

5. Approval of July 18, 2017 and August 1, 2017 Minutes
6. Approval of Bills and Payroll
7. Transfer from General Revenue Fund to Special Revenue Fund
8. Treasurer's Report
9. Approval of Annual Secretary of the Board Report
10. Set 2017 Tax Levy
 - A. Unadjusted Tax Levy
 - B. Adjusted Tax Levy
11. Acceptance of Resignation
12. Employment of Personnel
13. Set September Board Meeting Date
14. Approval of Privately Owned Vehicle Contracts
15. Approval of GO CAPS Memorandum of Understanding
16. Review of Policy BBFA (Board Member Conflict of Interest And Financial Disclosure)

DISCUSSION ITEMS

17. MSBA/MASA Fall Conference – October 5-8, 2017
18. Administrator Reports
19. Comments

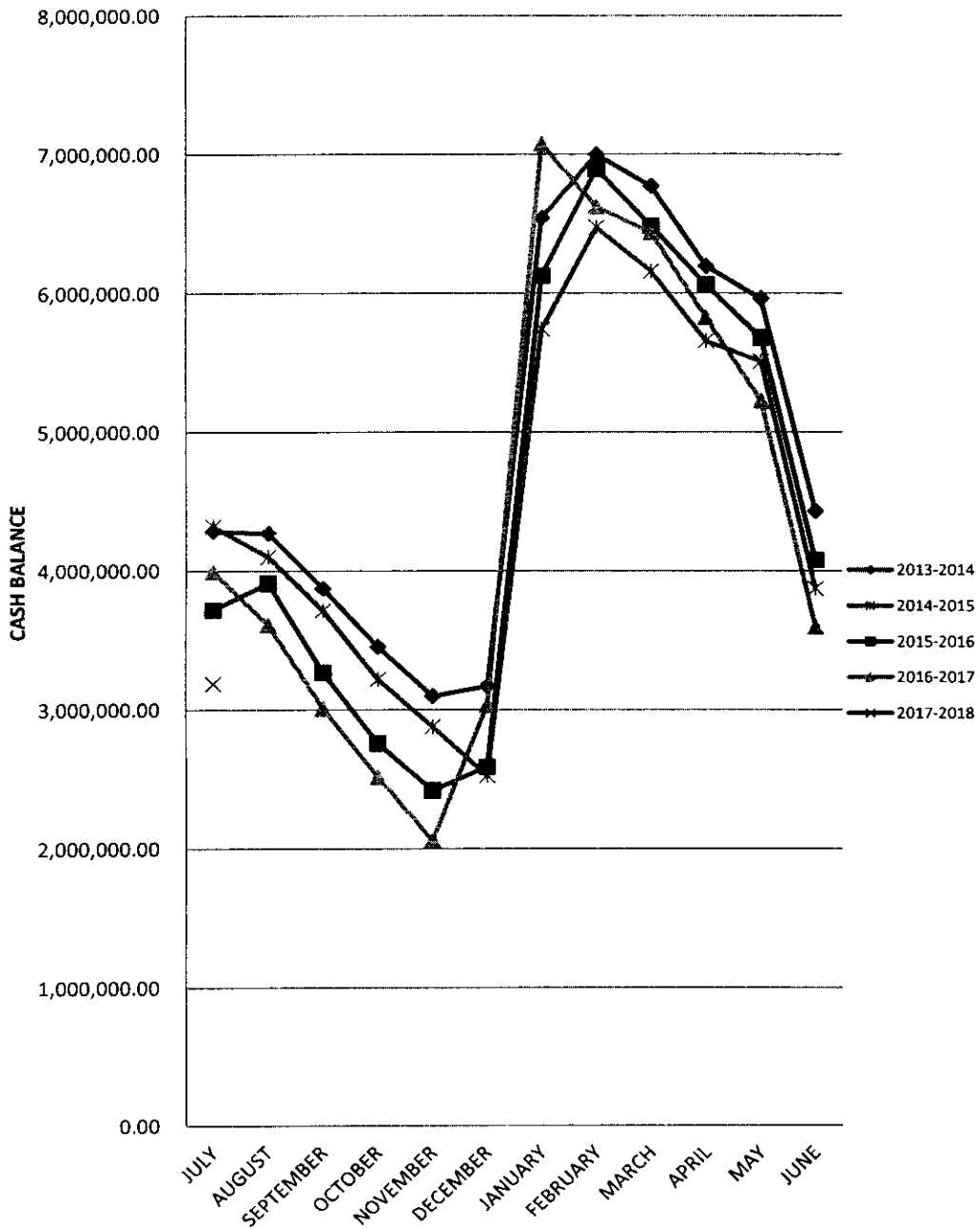
EXECUTIVE SESSION: The following items will be discussed in executive session as allowed under Section 610.021 (1, 3, & 6) for a closed meeting with closed record and closed vote.

20. Legal Matters
21. Pupil/Personnel
22. Personnel

July 31, 2017

| | Operating Funds | Debt Service Funds | Total |
|---------------------------|--------------------|-----------------------|-------------------|
| Obannon Bank (.45%) | (221,414.70) | | (221,414.70) |
| Obannon Money Mkt (.85%) | 2,378,026.46 | | 2,378,026.46 |
| MOSIP | | | 0.00 |
| MAX Account (.05%) | 226,541.94 | | 226,541.94 |
| Revolving Funds (.40%) | <u>10,000.00</u> | <u>0.00</u> | <u>10,000.00</u> |
| Operating Funds | 2,393,153.70 | 0.00 | 2,393,153.70 |
| Debt Service Act. (.85%) | <u></u> | <u>792,369.79</u> | <u>792,369.79</u> |
| Total O'Bannon Bank Funds | 2,393,153.70 | 792,369.79 | 3,185,523.49 |
| MOHEFA | <u></u> | <u>588,321.00</u> | <u>588,321.00</u> |
| Total Funds | 2,393,153.70 | 1,380,690.79 | 3,773,844.49 |

CASH FLOW COMPARISON W/O BOND MONEY



AUGUST 2017 EMPLOYMENT LIST

SUBSTITUTE TEACHERS

Ryleigh Askren
Trish Bailey
Sarah Bankhead
Kendra Bartholomew
Bethany Benton
Brandi Bradford
Brian Butler
Cheryl Cline
Pam DeCarlis
Phil DeCarlis
Alaina Edwards
Dale Garrett
Teresa Griter
Angelina Hedrick
Tabitha Jackson
JoAnn Jirik
Dylan Johnson
Joel Johnson
Steven Johnson
Ashley Jones
Annie LaFollette
Cami LaFollette
Cory Leick
Katelyn Mills
Kimberly Pearson
Anne Sandheinrich
David Schoolfield
Cynthia Shook
Kelly Smith
Kevin Stratton
Amanda Walker

SPECIAL EDUCATION AIDES

Emily Hensley
Kelsey Lawler

CUSTODIAN

Victor Hyatt

Memorandum of Understanding

GO CAPS Member District

This Memorandum of Understanding (MOU) establishes a collaborative partnership between Strafford R-VI School District, The School District of Springfield, R-12 (fiscal agent), and the Greater Ozarks CAPS Board of Directors.

I. MISSION

Greater Ozarks Centers for Advanced Professional Studies (GO CAPS) is a program developed to serve the educational interests of students in Greater Ozarks School Districts by developing partnerships between businesses/industries, greater Ozarks school districts and higher education institutions. These partnerships are being created in order to expand opportunities for students in the region to experience curriculum that is designed around business and industry standards and learning environments that are project based.

II. PURPOSE AND SCOPE

The purpose of the MOU is to declare Strafford R-VI School District's commitment to join the Greater Ozarks CAPS partnership. Partners who approve the MOU are agreeing to support the development of programs and help identify and enroll students in the Greater Ozarks CAPS program. Programs will be designed, implemented, and monitored by Springfield Public Schools and the Greater Ozarks CAPS Board of Directors under the GO CAPS by-laws.

III. RESPONSIBILITIES

Each member district superintendent or designee will annually work to help identify qualified board members to serve on the Greater Ozarks CAPS Board of Directors.

Each member will also appoint a district designee to be the primary point of contact between the Greater Ozarks CAPS Executive Director and the district high schools.

Partnering school districts also agree to pay all necessary tuition.

IV. TERMS OF UNDERSTANDING

The term of this MOU is for a period of two years (July 1, 2017 – June 30, 2019). The agreement may be extended upon written mutual agreement of both parties. The agreements shall be reviewed annually to ensure it is fulfilling its purpose and make any necessary revisions.

Either organization may terminate this MOU upon thirty (30) days written notice without penalties or liabilities.

Organization: The School District of Springfield, R-12

Name: _____
Springfield Public Schools, Board President

Date: _____

Organization: Greater Ozarks CAPS

Name: _____
Title: Greater Ozarks CAPS, Board President

Date: _____

Organization: Strafford R-VI School District

Name: Joel Jones
School Board President

Date: 8-22-17

BOARD MEMBER CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE

All directors of the Strafford R-VI School District Board of Education shall adhere to the laws regarding conflict of interest and avoid situations where their decisions or actions in their capacity as Board members conflict with the mission of the district.

Purchases Involving Federal Funds

In addition to the requirements of this policy, Board members must follow the provisions of policy DJFA and related procedures and are also subject to the conflict of interest provisions of federal law.

Definitions

Business with Which a Board Member Is Associated - For the purposes of this policy:

1. A sole proprietorship owned by the Board member, his or her spouse or any dependent children in the Board member's custody;
2. A partnership or joint venture in which the Board member or his or her spouse is a partner, other than as a limited partner of a limited partnership, and any corporation or limited partnership in which the Board member is an officer or director or of which the Board member or his or her spouse or dependent children in the Board member's custody, whether singularly or collectively, own more than ten percent of the outstanding shares of any class of stock or partnership units; or
3. Any trust in which the Board member is the trustee or settlor or in which the Board member or his or her spouse or dependent children in his or her custody, whether singularly or collectively, are beneficiaries or holders of a reversionary interest of ten percent or more of the corpus of the trust.

Fourth Degree of Consanguinity or Affinity - Includes parents, grandparents, great-grandparents, great-great-grandparents, spouse, children, siblings, grandchildren, great-grandchildren, great-great-grandchildren, nieces, nephews, grand-nieces, grand-nephews, aunts, uncles, great-aunts, great-uncles, and first cousins by virtue of a blood relationship or marriage.

Special Monetary Benefit - Being materially affected in a substantially different manner or degree than the manner or degree in which the public in general will be affected or, if the matter affects only a special class of persons, then affected in a substantially different manner or degree than the manner or degree in which such class will be affected.

FILE: BBFA
Critical

Substantial Interest - A substantial interest exists when the Board member or his or her spouse or dependent children in his or her custody, either singularly or collectively, directly or indirectly:

1. Own(s) ten percent or more of any business entity; or
2. Own(s) an interest having a value of \$10,000 or more in any business entity; or
3. Receive(s) a salary, gratuity or other compensation or remuneration of \$5,000 or more from any individual, partnership, organization or association within any calendar year.

Sale, Rental or Lease of Personal Property (Property Other Than Real Estate)

No elected or appointed official of the district shall sell, rent or lease any personal property to the school district for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

Sale, Rental or Lease of Real Property (Real Estate)

No elected or appointed official of the district shall perform a service or sell, rent or lease any real property to the school district for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice.

Employment

The district shall not employ Board members for compensation even on a substitute or part-time basis. The district will not accept applications of employment from Board members, consider Board members for employment or decide to employ Board members while they remain on the School Board. Board members may provide services on a volunteer basis.

Independent Contractor Services

No elected or appointed official of the district shall perform service as an independent contractor for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a

contract let or sale made after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

Businesses That Employ Board Members

A Board member may participate in discussions and vote on motions for the district to do business with entities that employ the Board member as long as the business is not owned by the Board member and the Board member will not receive any financial benefit from the transaction. The Board member may need to submit a statement of interest as described below.

Statement of Interest

Before voting, Board members who have a substantial personal or private interest in a decision before the Board shall provide a written report of the nature of the interest to the Board secretary. The written statement will be recorded in the minutes. Board members who have disclosed the interest in a financial interest statement filed or amended prior to the vote will be in compliance with this requirement.

Self-Dealing

1. Board members may not act or refrain from acting by reason of any payment, offer to pay, promise to pay or receipt of anything of actual pecuniary value, whether received or not, to themselves or any third person. This includes a gift or campaign contribution made or received in relationship to or as a condition of the performance of an official act.
2. Board members shall not favorably act on any matter that is specifically designed to provide a special monetary benefit to them, their spouses or dependent children in their custody.
3. Board members will not use their decision-making authority for the purpose of obtaining a financial gain that materially enriches them, their spouses or dependent children in their custody by acting or refraining from acting for the purpose of coercing or extorting anything of actual pecuniary value.
4. Board members shall not offer, promote or advocate for a political appointment in exchange for anything of value to any political subdivision.
5. Board members will not accept gifts with a value in excess of \$100 from a vendor who does or is attempting to do business with the district.
6. A Board member will not attempt to directly or indirectly influence or vote on a decision when the Board member knows the result of the decision may be the acceptance by the

FILE: BBFA
Critical

district of a service or the sale, rental or lease of property to the district and the Board member, his or her spouse, dependent children in his or her custody or any business with which the Board member is associated will benefit financially. If such a transaction is presented to the Board, the Board member will abstain and leave the room during any deliberation.

Use of Confidential Information

Board members shall not use or disclose confidential information obtained in the course of or by reason of their official capacities in any manner with intent to result in financial gain for themselves, their spouses, dependent children in their custody, any business with which the Board member is associated or any other person.

Even when there is no financial gain involved, failure to keep information confidential violates Board ethics and Board policy and could also violate state and federal law.

Nepotism

Board members shall not vote to employ or appoint any person who is related to them within the fourth degree by consanguinity or affinity. In the event that an individual is recommended for employment or appointment and the individual is related within the fourth degree to a Board member, the related Board member shall abstain from voting and shall leave the room during consideration of the question and the vote, unless the motion is part of a consent agenda and there is no discussion, in which case, the member need not leave the room but will refrain from voting.

For the purposes of this section, to "employ" includes hiring persons to be employees of the district and approving independent contractors who provide services to the district.

Financial Interest Statements

The Strafford R-VI School District Board of Education hereby adopts a policy establishing and making public its own method of disclosing financial interests of Board members, candidates and specified administrators, in accordance with law. Financial interest statements (also known as personal financial disclosure statements) as described below shall be filed with the Missouri Ethics Commission (MEC) and the Strafford R-VI School District Board of Education on or before May 1 for the preceding calendar year, unless the person filing is a Board candidate. Candidates must file their reports within 14 days after the last day to file for office. The reports will be made available for public inspection and copying during normal business hours.

This portion of the policy dealing with the financial interest statement will be adopted in an open meeting every other year by September 15. A certified copy of this policy shall be sent to the MEC within ten days of adoption.

Board Member Disclosure

All School Board members and candidates for School Board will file the short-form version of the MEC's financial interest statement each year. This form is also known as the "Financial Disclosure Statement for Political Subdivisions." School Board members and candidates will report the following transactions if they occurred during the previous calendar year. If no such transactions occurred, the Board member or candidate will still file, but will mark the items as not applicable.

1. Each transaction in excess of \$500 per year between the district and the individual or any person related within the first degree by consanguinity or affinity to the individual. The statement does not need to include compensation received as an employee or payment of any tax, fee or penalty due the district and other transfers for no consideration to the district. The statement shall include the dates and identities of the parties in the transaction.

"First degree of consanguinity or affinity" includes parents, spouse or children by virtue of a blood relationship or marriage.

2. Each transaction in excess of \$500 between the district and any business entity in which the individual has a substantial interest. The statement does not need to include any payment of tax, fee or penalty due the district or payment for providing utility service to the district and other transfers for no consideration to the district. The statement shall include the dates and identities of the parties in the transactions.

Superintendent, Chief Purchasing Officer and General Counsel Disclosure

The superintendent, chief purchasing officer and general counsel, if employed full-time, will file the short-form version of the MEC's financial interest statement each year. This form is also known as the "Financial Disclosure Statement for Political Subdivisions." These employees will report the following transactions if they occurred during the previous calendar year. If no such transactions occurred, these employees will still file, but will mark the items as not applicable.

These employees will disclose in writing the information required in 1) and 2) above. In addition, these employees will disclose the following information for themselves, their spouses and dependent children in their custody:

1. The name and address of each employer from whom income of \$1,000 or more was received during the year covered by the statement.

FILE: BBFA
Critical

2. The name and address of each sole proprietorship the individual owned.
3. The name, address and general nature of business conducted by each general partnership or joint venture in which he or she was a partner or participant.
4. The name and address of each partner or coparticipant in the partnership or joint venture unless the information is already filed with the secretary of state.
5. The name, address and general nature of business of any closely held corporation or limited partnership in which the individual owned ten percent or more of any class of the outstanding stock or limited partners' units.
6. The name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the individual owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests.
7. The names and addresses of each corporation for which the individual served in the capacity of director, officer or receiver.

* * * * *

Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

Readopted: July 19, 1999/August 16, 2001/July 17, 2003/August 21, 2003/July 14, 2004/August 24, 2005/November 16, 2005/August 22, 2006/August 23, 2007/August 28, 2008/August 27, 2009/August 18, 2011/August 22, 2013/August 27, 2015/August 22, 2017

Adopted: August 21, 1997

Revised: November 18, 2014/June 28, 2016

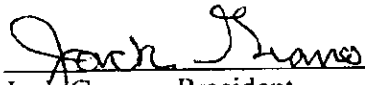
Cross Refs: DA, Fiscal Responsibility
DD, Grants
DJF, Purchasing
DJFA, Federal Programs and Projects
FEF, Construction Contracts Bidding and Awards

FILE: BBFA
Critical

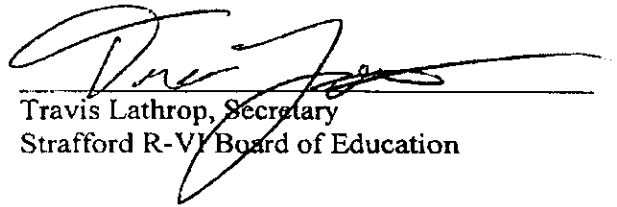
GBCA, Staff Conflict of Interest
GBL, Personnel Records
GCD, Professional Staff Recruiting and Hiring
GDC, Support Staff Recruiting and Hiring
JO, Student Records

Legal Refs: Mo. Const. art. VII, ' 6
' ' 105.450 - .458, .461, .462, .466, .467, .472, .476 - .492, 162.261, .391, 168.126,
171.181, RSMo.
2 C.F.R. ' 200.22, .23, .38, .92, .112, .113, .317, .318, .338
State v. Rhoads, 399 S.W.3d 905 (Mo.App.W.D. 2013)

Strafford R-VI School District, Strafford, Missouri



Jack Graves, President
Strafford R-VI Board of Education



Travis Lathrop, Secretary
Strafford R-VI Board of Education