

**MINUTES OF THE BOARD OF EDUCATION  
COOPER COUNTY R-IV SCHOOL DISTRICT  
Regular Session, May 16, 2019**

**Members Present**

Amy Heilman – President  
Anna Kahle – Vice President – Partial  
Robin Bishop – Secretary  
Justin Hein – Treasurer  
Ron Anderson – Member  
Brian Arnold - Member  
Ashley Benny – Member

**Members Absent**

Dr. Anderson – Superintendent  
Jessica Huth – Principal  
Brian Emde – Activities Director

---

I. The Cooper County R-IV Board of Education was called to order by Board President, Amy Heilman at 6:36 PM.

II. Motion made by Justin Hein to approve the agendas for the May 16, 2019, Regular and Executive Sessions.  
Motion seconded by Ashley Benny.

Yeas: 6 (Amy Heilman, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

III. Motion made by Ashley Benny to approve the minutes for the Special Regular and Executive Sessions from May 9, 2019.  
Motion seconded by Justin Hein.

Yeas: 6 (Amy Heilman, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

**IV. Public Comment:**

There was no public comment.

**V. Monthly Bills**

Motion made by Justin Hein to approve the bills for the current month.

Motion seconded by Ashley Benny.

Yeas: 6 (Amy Heilman, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

**VI. Monthly Financial Report – April 2019**

Superintendent Dr. Anderson reported:

Beginning Balance: \$2,295,120.53

Total Receipts: \$157,305.36

Total Expenditures: \$2,452,425.89

Total Cash on Hand: \$1,981,480.33

Total Investments: \$303,179.88

**VII. Reports**

A. Gifted Services – Tammy Ray and Chelsea Emde

Mrs. Ray and Ms. Emde reported about the gifted program. Criteria for how students are chosen for the program were shared. Since test scores came back so late this school year, students had to meet at least 3 of the criteria given and also have a teacher recommendation. This year there were 6 students in the program and they came to the board meeting to present information from their reports. The program started in January and they met 2 to 3 times per month. The projects completed included: a getting to know you activity, science experiments from a Magic School Bus science kit, an individual research project focused on states, and weaving on a small loom. The group also took a trip to the capitol, met with our representative Dave Muntzel, and got to see the house floor.

B. Kitchen Report – Jeannie Tuttle

Mrs. Tuttle submitted a report on the kitchen. The kitchen goal is to provide the staff and students with a well-balanced meal and a positive lunchroom environment. She shared the employees and subs who are helping serve our school. She shared with us the vendor list. She also shared the daily and yearly events that the kitchen covers. The concerns the

kitchen had included: dwindling commodities, staffing changes, the quality of the salad bar, a booster heater that needs to be replaced for the dish washer (approximately \$6000), and being able to adapt to CEP and create some grab and go menu items. The kitchen budget is approximately \$10,000 per month, but we should anticipate an increase.

C. Maintenance Report – Bill Moser

Bill Moser reported on maintenance and transportation. He shared proposed normal and snow routes for each bus route. Bill will talk to the county road department to verify the best routes. The contractors will begin on Friday, May 24 and roof propane lines and AC units will be removed first. The remainder of the crew will begin Tuesday, May 28. The west parking lot will be closed off during the work. We currently have one bid for replacing the windows in the science room and Bill will attempt to get other bids so a decision has been tabled and moved to the June meeting. We are also waiting on tuck pointing bids and will attempt to have that information at the June meeting as well. He shared information on a new floor cleaning machine, and the board has tabled a decision on this until the June meeting as well. Bill shared summer projects which include moving the nurse's office and also discussed renovations to the middle school classrooms.

D. Assistant Principal / Activities Director's Report

Mr. Emde reported on the end of all sports seasons and shared the records for each spring sport. He also shared the post season awards earned by our athletes. The budget for sports will need to include replacement volleyball and softball uniforms for the 2019-2020 seasons. The basketball uniforms can be reordered to make sure we have enough. A volleyball net will need to be purchased. A new portable softball fence, a field liner and a new backstop also need to be purchased. We also have coaching needs including: a girls' basketball assistant coach, a head volleyball coach, an assistant volleyball coach, junior high boys' basketball, junior high girls' softball, a cheerleading sponsor, and a track coach. Mr. Emde also shared the Co-op By-Laws and 2019-2020 Sports Co-op By-Laws / Activities Handbook.

E. Principal's Report

Mrs. Huth shared reports on curriculum, attendance, and discipline. The schedules for 5<sup>th</sup> through 11<sup>th</sup> grades have been completed and classes for each student have been entered in for 2019-2020 school year. Mrs. Huth also shared the schedule for the last week of school.

F. Superintendent's Report

Dr. Anderson reported on our monthly financial statement and the 7% transfer we plan to make. She shared that an agreement has been signed for our IT services. She presented information on our data collection system and recommended that we look into finding a new system.

Motion made by Ashley Benny to approve the Crisis Response Manual for the 2019-2020 school year.

Motion seconded by Ron Anderson.

Yeas: 7 (Amy Heilman, Anna Kahle, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

**VIII. Old Business**

- A. The Co-op Meet and Greet scheduled for May 21 at Harley Park has been postponed.

**IX. New Business**

- A. Approval of Fund Bidding

Information was shared about the fund bidding process and investment strategies.

Motion made by Brian Arnold to put out the bank depository funds and services bid.

Motion seconded by Justin Hein.

Yeas: 7 (Amy Heilman, Anna Kahle, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

- B. Approval of the Crisis Response Plan

Motion made by Ashley Benny to approve the Crisis Response Manual for the 2019-2020 school year.

Motion seconded by Ron Anderson.

Yeas: 7 (Amy Heilman, Anna Kahle, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

- C. 3-Year-Old Preschool

We discussed the idea of allowing 3-year olds to attend our preschool. There would be one classroom with a mixture of 3 and 4-year-olds next year.

Motion made by Ashley Benny to add 3-year olds to the preschool program at a rate of \$250 per month or \$50 if directly certified for free and reduced lunches.

Motion seconded by Justin Hein.

Yeas: 7 (Amy Heilman, Anna Kahle, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

**X. Monthly Meeting**

The next monthly meeting will be Thursday, June 20, 2019, at 6:30 PM.

**XI. Adjourn to Executive Session**

Board President, Amy Heilman, entertained a motion to adjourn the Regular Session Meeting.

Motion made by Anna Kahle to adjourn Regular Session meeting.

Motion seconded by Brian Arnold.

Roll Call Vote:

Yeas: 7 (Amy Heilman, Anna Kahle, Robin Bishop, Justin Hein, Ron Anderson, Brian Arnold, and Ashley Benny)

Nays: 0

Motion Carried: Yes

Meeting adjourned at 9:02 PM.

---

Board President

---

Board Secretary