

**School District of the City of St. Charles**  
**Board of Education Regular Meeting**  
**Open Session Minutes**  
**November 9, 2023**

**BOE Members Present:**

Dr. Donna Towers, President  
Mrs. Heidi Sikma, Vice President  
Ms. Lori Gibson, Member  
Mr. Daniel Hewitt, Member  
Mrs. Karen O'Hearn, Member  
Mr. Brian O'Mara, Member  
Ms. M. Ellen Zerr, Member

**Administration Present:**

Dr. Jason Sefrit, Superintendent  
Dr. Rodney Lewis, Associate Superintendent Human Resources  
Dr. Earl Draper, Assistant Superintendent Curriculum & Instruction  
Mr. Jeremy Shields, Assistant Superintendent of Operations  
Mrs. Julie McClard, Executive Director of Special Education and Student Services  
Ms. Kelley Pendleton, Administrative Assistant to the Superintendent

**1. Open Session**

**Procedural: 1.01 Calls to Order**

The meeting was called to order at 5:58 p.m.

**Procedural: 1.02 Establishment of a Quorum**

A quorum was established with all board members present.

**Action: 1.03 Adjourn to Closed Session**

Heidi Sikma moved and M. Ellen Zerr seconded the motion to adjourn to closed session to consider matters relating to the following: legal matters, real estate action, hiring, firing, disciplining or promoting of particular employees, preparation for negotiations with employee groups, individually identifiable personnel records, applicants for employment, and records protected from disclosure by law with discussion and vote of the meeting to be closed in accordance with 610.021 (.1, .2, .3, .9, .13, and .14) of Missouri statutes...

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

**3. Reconvene: Preliminaries to the Open Session**

**Procedural: 3.01 Calls to Order**

Open session reconvened at 6:33 p.m.

### **Procedural: 3.02 Pledge of Allegiance**

The Pledge of Allegiance was performed.

### **Information: 3.03 Superintendent's Summary and Comments**

Dr. Sefrit made the following comments:

I. Welcome to tonight's Board of Education meeting. We are glad that you've joined us.

II. As we finished the month of October we facilitated parent/teacher conferences and two staff professional development days. We enjoyed connecting with all of our parents/guardians during our in-person conferences. The professional development days were packed full of great informative and inspiring information which gave our staff ample opportunities to grow as well. A special thank you goes to our C&I department and DPDC for all their hard work in setting up our PD and learning.

III. November is here and Saturday is Veterans Day. There are several ways our schools are celebrating our Veterans throughout the District. Please join me in thanking all of our men and women who have served, and who are serving, for our freedom. Happy Veterans Day everyone! All service members and Veterans please stand up and be recognized.

IV. A team of board members and central office team members recently attended the Missouri State Board Association conference. It was a great conference to attend. For me, it was beneficial to spend time with board members and central office members in the conference setting. Strong relationships help to enhance the work we do together. I also benefit from the collaboration with other state-wide Districts. There is a nice balance between seeing and hearing many things we already do in other Districts, it reinforces that we're on the right track, and learning new strategies to help enhance our overall operation of the District. I was also given the opportunity to join in on a presentation on school safety. Thank you to the Board Members Donna, Heidi, Ellen, and Karen who attended the conference.

V. The winter season is upon us and detailed information regarding our inclement weather, snow and AMI days, plans and communication process was sent out to all staff and families on November 1st. We will use our 3 built-in snow days first, if needed, for any inclement weather days we have.

VI. Our Fall sports season has ended. The cross-country teams had a great finish. The St. Charles High boys finished 8th in Class 4 and the St. Charles West girls are back to back State Champions. Way to go, we are so proud of you! The celebration has just begun! Turkey Tip-Off is on Tuesday, November 21st at St. Charles High School. Come on out and watch our girls and boys teams from both high schools battle it out. It's always a fantastic night for our community. St. Charles West is performing "Alice in Wonderland" this weekend. Go see the show, you will love it!

VII. As a reminder, 4E Safety Training is taking place for our students. The 4E Safety Training is not mandatory for students, but it does go hand-in-hand with our SafeDefend System. We believe the combination of the 4E training and our SafeDefend puts our staff and students in the safest, prepared environment.

VIII. The District cell phone committee has met twice and will have recommendations of possible revisions of policy and practice to the Board in December. I want to thank the committee members for their hard work and to everyone who provided feedback on the survey that was sent out.

IX. We have worked hard to prepare for this meeting and tonight we will have an important discussion and presentation on:

- Consent Agenda Items
- Health Services Program Review
- Policy Changes, Second Reading
- 2024-2025 & 2025-2026 Calendar Approval
- Student Clinic Bid Approval
- District Financial Report

X. It's hard to believe it's Mid-November. This year is moving along quickly. As we prepare for the upcoming break, I want to wish everyone a very Happy Thanksgiving. We have a lot of things to be thankful for in our District. I know I am thankful for the wonderful people, staff, students, and community members who make up our great District family. Happy Thanksgiving everyone!

XI. We are in the midst of a very productive start of the 2023-2024 school year. I want to encourage us all to continue to be safe, respectful, and responsible as we continue to work together in our school-year-long journey together!

### **Information: 3.05 Audience Comments**

The following audience comments were made:

I. Brendan Kearns-SCEA President: Thanked the District for a great PD day for staff and gave SCEA update.

II. Lauren Mertz-MSTA President: Shared thankful comments from teachers and gave MSTa update.

III. Kathy Alsdorf-SCESSA Co-President: Thanked the District for a great PD day for staff and gave SCESSA update.

IV. Joshua Wilcutt-District Parent: Spoke regarding policy changes.

V. Adrienne Klaeter-Student: Spoke regarding school lunch at Jefferson Intermediate School and presented a petition signed by students asking for better school lunch options.

VI. Addy Wisserich-Student: Spoke regarding better school lunch options at Jefferson Intermediate School.

VII. Theresa Lintzenich-Resident: Spoke regarding the District Student Clinic.

VIII. Devin Dorsey-District Parent: Spoke regarding the District Student Clinic.

IX. Beth Chamblin-Resident: Thanked the Board of Education for their support and dedication to the District.

### **Action: 3.06 Amend or Adopt the Agenda**

Karen O'Hearn moved and Heidi Sikma seconded the motion to adopt the agenda as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

## **4. Consent Agenda**

### **Action (Consent): 4.01 Approval of Consent Agenda**

Brian O'Mara moved and M. Ellen Zerr seconded the motion to approve the consent agenda as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

**Action (Consent): 4.02 Approval of Minutes of October 12, 2023 Regular Board Meeting**

**Action (Consent): 4.03 Approval of Bills for October 2023**

**Action (Consent): 4.04 Approval of Surplus Property Bids**

**Action (Consent): 4.05 Destruction of Records**

**Action (Consent): 4.06 Resignations & Retirements**

**Action: 4.07 Bids and Contracts**

## **5. Items Removed From Consent Agenda**

None.

## **6. Reports & Presentations**

### **Action: 6.01 Health Services Program Review**

Heidi Sikma moved and Karen O'Hearn seconded the motion to approve the Health Services Program Review as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

## **7. Old Business**

### **Action: 7.01 Policy Changes-Second Reading**

1st Motion: Daniel Hewitt moved and Brian O'Mara seconded the motion to include the optional language proposed to policy KKB as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

2nd Motion: Daniel Hewitt moved and Karen O'Hearn seconded the motion to approve policy KKB with the amended language proposed as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

## **8. New Business**

### **Action: 8.01 2024-2025 and 2025-2026 Calendar Approval**

Heidi Sikma moved and Karen O'Hearn seconded the motion to approve the 2024-2025 & 2025-2026 calendars as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

### **Action: 8.02 Student Clinic Bid/MOU Approval**

Lori Gibson moved and M. Ellen Zerr seconded the motion to approve the Student Clinic Bid Approval as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn

Nay: Brian O'Mara

## **9. Financial Report**

### **Action: 9.01 District Financial Report**

Daniel Hewitt moved and Heidi Sikma seconded the motion to approve the district financial report as presented.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

## **10. Adjournment**

### **Action: 10.01 Adjournment**

Daniel Hewitt moved and Brian O'Mara seconded the motion to adjourn the meeting.

Final Resolution: Motion Carries

Yea: Donna Towers, Lori Gibson, Ellen Zerr, Heidi Sikma, Daniel Hewitt, Karen O'Hearn, Brian O'Mara

The meeting was adjourned at 8:48 p.m.

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President, Board of Education

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Secretary, Board of Education