



News from the Pattonville School District Board of Education

July 9, 2003

District to develop long-range plan

It is time for the Pattonville School District to develop a new Comprehensive School Improvement Plan (CSIP). Dr. Mike Fulton, assistant superintendent for planning and assessment, presented a draft of the calendar and goals to the Board at its meeting on July 8. The District will begin notifying the community of the process and recruiting committee members during July and August. A Steering Committee will be formed and begin meeting on Aug. 25. After a series of customer (parents, students, staff, state officials) focus groups, the CSIP Steering Committee and subcommittees will meet at least once a month through February. “We want to engage the community as much as we can in this process of planning for the future success of the District,” said Fulton. The plan will be presented to the Board of Education for approval on Feb. 24. The following is a draft plan:

Updating Pattonville’s Comprehensive School Improvement Plan

Steering Committee

Goal 1: Subcommittees identify research-based indicators for each CSIP Goal that meet Missouri School Improvement Program requirements and best practices.

Note: the Steering Committee will develop essential questions each committee must address as part of its work.

Goal 2: Conduct research on “What Our Community Wants” in schools and provide to subcommittees.

Achievement Subcommittee

CSIP Goal 1: All students demonstrate significant improvement in their understanding and application of the Show-Me Standards.

Targets: All students are proficient readers.

All students are responsible citizens.

Technology use improves achievement and productivity.

90 percent of Pattonville High School graduates who sign an A+ agreement complete the A+ program requirements. An A+ partnership plan exists to support the A+ program.

Vocational education is an integral component of the education program.

School Improvement Subcommittee

CSIP Goal 2: Schools will develop and implement school improvement plans for their buildings.

Target: Building school improvement plans.

Critical Issues Subcommittee (Finance, Facilities)

CSIP Goal 3: The district will develop a plan that addresses critical issues.

Targets: Facilities plan supports student application of the Show-Me Standards.

Maintain at least MSIP “desirable” student-teacher ratios and facilities within a balanced budget (with 12 percent balances).

Areas of Emphasis for 2003-04 adopted

The Pattonville School District Board of Education is committed to providing exemplary educational opportunities for ALL children. In order to accomplish this goal, quality professional development must be provided for all staff (new and experienced). Partnerships with parents, business leaders and district patrons must continue to be actively developed in order to engage the entire community as the district strives for educational excellence. In addition to the above, the Board has adopted the following Areas of Emphasis for the 2003-2004 school year.

- All students will continue to progress in becoming proficient in reading and writing as staff provides differentiated instruction to address individual needs.
- All students will continue to improve their performance on all measures of academic achievement.
- Student responsibility and citizenship will improve.
- Safety for students, staff and community will continue to be evaluated and improved.
- Parents, staff and students will continue to develop, modify and implement school improvement plans.
- The District Technology Plan will be updated and implemented as appropriate.
- The District Facilities Plan will be updated as appropriate and implemented utilizing bond issue and district operating funds.
- The District Early Childhood Plan will be implemented based on availability of space and financial resources.
- Plan for future reduced state and local revenues.

Board elects new officers

Jeff Fitterling was elected secretary of the Pattonville Board of Education at its meeting on July 8. Keith Gillming was re-elected treasurer. Ralph Stahlhut will remain as president and Pat Bryant as vice-president. Missouri law requires that the secretary and treasurer of the Board be elected in July and the president and vice-president in April.

District to pay for required certification

At the July 8 meeting the Pattonville Board voted to waive procedure GCL-R-2 and pay 100 percent of the costs for those teachers who the district requests to acquire additional certificates. The current policy provides for 50 percent reimbursement. The administration plans to update GCL-R -2 through Professional Studies in October.

Agreement to provide Early Childhood Special Education Services for 2003-04 approved

The Board approved at the July 8 meeting an agreement with the Special School District to provide additional special services to students enrolled in Pattonville's Early Childhood program. Pattonville conducts its own special education program for children in the early childhood program. This agreement is for additional services that may be required.

Changes to behavior guides approved

At the July 8 meeting of the Board the members approved changes for the student behavior guides. The following is a summary of the changes:

Elementary School

- Modification of the attendance section to provide a more structured response to students who have high rates of absences.
- Inclusion of information regarding the Electronic Communication Policy and its application to students.

Middle School

- Modification of the attendance section to provide a more structured response to students who have high rates of absences.
- Notice of the availability of Saturday School Detention as a consequence of misbehavior.
- Inclusion of information regarding the Electronic Communication Policy and its application to students.
- Restructuring of the Level II offenses to identify, more specifically, the consequences associated with various behavioral violations.
- Inclusion of possession or transferring of pornographic or sexually explicit material as a component of “Sexual Misconduct.” (Level III)

Positive School

- Modification of the attendance policy to reflect the revised school schedule and “Zero Hour” for students.
- Adoption of the High School Guide language for dress code violations, academic dishonesty, inappropriate use of school resources, forgery/fraud.
- Inclusion of the Electronic Communication Policy for Students.
- The Positive School has adopted the same language as the High School for all Level III offenses.

High School

- **Student identification badges**
 - Changed consequences to the following:
 - Third temporary in first period—two-hour teacher-assigned detention; fourth temporary in first period—four-hour teacher-assigned detention; fifth and subsequent offenses—referral to administrator for additional consequences; and any failure to have I.D. showing after first period—one-hour teacher-assigned detention.
- **Tardiness to class**
 - Added to Attendance Guidelines: Less than five minutes late—tardy, five to 30 minutes late—referral for excessive tardiness, more than 30 minutes late—absent
 - Changed consequences to the following: fourth tardy—two-hour teacher-assigned detention; fifth tardy—four-hour teacher-assigned detention; and sixth and subsequent offenses—referral to administrator for additional consequences.
- **Truancy/skipping and unauthorized areas**, which were formerly one category have been separated into two distinct categories so that students understand that being in places such as the parking lot and athletic fields during the school day without permission is considered a truancy.
- **Dress code/inappropriate clothing and inappropriate objects:** Added a section that inappropriate objects should be kept in the student’s locker during the school day.
- **Computer/Internet:** Added a section which states that major violations will be dealt with under Class III offenses.
- **Inappropriate Use of School Resources:** A new section was added in Class I which states: “Student behavior that wastes the resources of the school district. This could be a Class II or III offense based on the severity and/or cost of the incident.”
- **Cafeteria Behavior:** A new category describing acceptable cafeteria behavior was added. “Students in the cafeteria and commons are expected to: throw trash away; refrain from throwing items; sit in chairs, not on tables and be respectful to all staff members.”

Class II

- **Sexual Harassment** added - “pantsing” to the list of behaviors that would be considered sexual harassment.
- **Tampering with Security/Emergency Equipment** – added “eyewash” and “chemical shower” to list of examples of emergency equipment.

Class III

- Under the categories of **Weapons, Aggravated or Physical Abuse or Assault of a Staff Member, Assault, Threats to Bring Weapons or Harm to Individuals or School Property** and **Selling or Distributing Alcohol, Drugs, and Related Paraphernalia** added “Students may not attend the Step Up Program.” The Step Up Program allows students who have been suspended to come to school after normal hours and receive tutoring to make up work they are missing.
- **Computer Usage/Internet** (new category) states, “Violations may include but are not limited to:
 - The placing of unlawful information on or through the computer system
 - The intentional receipt of unlawful information on or through the computer system
 - The use of obscene, vulgar, or other inappropriate language or images
 - Violating copyright laws, i.e. using someone else’s work for your own or downloading copyrighted software
 - Vandalizing the data of another user
 - Wastefully using finite resources, i.e. downloading excessive information or monopolizing resources
 - Gaining unauthorized access to resources or entities
 - Invading the privacy of individuals
 - Using an account owned by another user
 - Posting personal communications without the author’s consent
 - Posting anonymous messages
 - Failure to monitor e-mail accounts
 - Forwarding “chain letters” or “broadcasting” inappropriate e-mail to lists or individuals
 - Publishing inappropriate materials on district servers including materials that are unlawful, obscene, or vulgar.

First offense and all others: Up to 10 days of out-of-school suspension with possible referral to the Superintendent for additional days of suspension up to 180 days or recommendation to the Board of Education for **Expulsion**. Police may be notified.

Transportation Procedures

Riding a Different Bus (new section) “Students who wish to ride a different bus home should bring a note from a parent and have the request approved by an administrator.”
There are minor changes made to wording in several areas.

Superintendent granted interim authority

Because the Board will not meet again in regular session until after new teacher orientation begins on Aug. 5 and because the District is in the midst of a number of construction projects, the Board of Education on July 8 authorized the superintendent to fill vacant positions and make decisions necessary relative to construction issues between July 8 and Aug. 12. The decisions will be ratified by the Board at the Aug.12 meeting.

Kinney's Corner

Update from Superintendent Hugh Kinney

Dear Pattonville family,

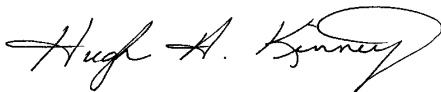
Congratulations to the most recent Pattonville graduates. The District conducted its first summer graduation prior to the Board meeting on July 8. Five students, who completed their requirements for graduation during summer school, were presented their diplomas by the Board of Education.

Things will be a little quiet for the next couple of weeks with summer school over and many staff members on vacation. Beginning in August the buildings will open for the new school year.

A special thank you to our facilities department, maintenance and the custodial staff as they work hard to get the buildings ready. This is a special challenge to those in the buildings undergoing construction. We appreciate all you do.

We have a lot to do next year as always. The big push will be to develop a new Comprehensive School Improvement Plan. So enjoy your time off and I will see you in August.

Sincerely,



Hugh A. Kinney, Ed.D.
Superintendent of Schools

Business Bits

Approval of bills

The Pattonville Board of Education on July 8 approved the following:

- \$3,263,198.45 for regular bills; and
- \$28,564.40 for cafeteria bills.

Bid Awards

The Pattonville Board of Education on July 8 approved the following bid awards and contracts:

- Printing paper supplies for the 2003-04 school year
 - \$52,033 to Unisource;

- \$2,295 to Schaughnessy;
 - \$12,312 to Savin;
 - \$87,946 to Boise;
 - \$5,523 to S.G. Adams; and
 - \$11,768 to Ambassador Envelope
- For a total estimated award of \$171,877
- Food products for the 2003-04 school year
 - \$37,028.50 to Interstate/Wonder;
 - \$129,287.73 to Lawrence Foods;
 - \$5,000 to McKee Foods;
 - \$573,186.61 to Kohl Wholesale;
 - \$12,000 to American Doughnut;
 - \$12,480 to Baker's Pride;
 - \$9,400 to St. Louis Julep; and
 - \$43,749.99 to Papa John's Pizza
- For a total estimated award of \$822,132.83
- \$13,340 to Anixter, Inc. for the purchase of Adran TSU 120s

Other Business Items

The Pattonville Board of Education on July 8 took the following actions:

- Approved the listing of surplus textbooks (invitation to bid for these will now be issued);
- Approved bond issue change proposals in the amount of \$65,818.81;
- Approved the catalog discount agreement handbook for the 2003-04 school year;
- Approved the elevator maintenance renewal agreement with Miller Elevator Company, at the same terms, condition and prices for the period Aug. 1, 2003 through July 31, 2004. (The Board had an agreement with this company for a renewal for two years. This represents the second renewal.); and
- Approved the renewal of New Tires, Tubes, Recaps and Service Requirements agreement for the period of Aug. 1, 2003 through July 31, 2004 with Froesel in the amount of \$5,698.67 and MFR Tire in the amount of \$14,952.50 for a total estimated award of \$20,651.17.

Policy/Procedures

The Pattonville Board of Education lodged the following procedure on July 8 for approval at the next meeting of the Board:

- **Procedure CDQF-R (Administrative Retirement Incentive Plan)**—the procedure was updated to reflect a retirement incentive plan for administrators similar to the plan recently adopted for teachers. It is consistent with financial incentives and the number of years it will be offered.

The Pattonville Board of Education approved the following policies and procedures on July 8:

- **Procedure GDLB-R (Grievance Procedure)** – Minor wording changes.
- **Policy GDLC (Employee Contribution to the Decision-Making Process)** – A minor wording change.
- **IHB (Class Size)**—replaces the listing of specific guidelines with the following statement, “Therefore, the goal for K-12 class size and assigned enrollments is to meet or exceed minimum Missouri School Improvement Program standards. The board may, when class size moves beyond this goal, approve of additional teachers and/or paraprofessionals if funding and space permits. A secondary course will be reviewed by the administration if class size drops below 10 students.”

- **KI/KJ (Public Solicitations, Advertising, and Announcements in the Schools)**—word changes which requires superintendent or designee to approve all materials and the addition of a requirement for a tax exempt letter to be submitted with material for approval. Addition of wording to allow municipalities in the district to have approved materials regarding children’s activities distributed to the students and to allow approved materials for staff to be placed in staff workrooms.
- **DLBA-R (Regulations for Payroll Deductions Tax-Sheltered Annuity/Deferred Compensation Plans)**—addition of wording to allow approved (by superintendent or designee) materials for staff to be placed in staff workrooms.

New Hires

- **Lisa Perkins**, kindergarten, Briar Crest
- **P. Michele Hill-Sarmiento**, English for Speakers of Other Languages, Drummond
- **Stephanie McCreary**, reading specialist, Holman
- **Sarah Crocker**, reading specialist, Drummond

In other business from the Human Resource Center, the Board approved extra assignment contracts for Holman, Pattonville Heights, Pattonville High School, and for District resource teachers.

Your Board of Education

- **Ralph Stahlhut**, President
- **Pat Bryant**, Vice President
- **Jeff Fitterling**, Secretary
- **Keith Gillming**, Treasurer
- **Kathy Fitzgerald**, Director
- **Ron Kuschel**, Director
- **Randy McArthur**, Director