



News from the Pattonville School District Board of Education

April 23, 2003

Pattonville staff to take on new leadership roles

Three Pattonville employees will be taking on new leadership roles in the 2003-2004 school year, following their appointments by the Pattonville Board of Education on April 22. “We are pleased to announce the appointments of three outstanding Pattonville employees to leadership positions in our district,” said Dr. Hugh Kinney, superintendent. “These individuals have shown they have what it takes to make a difference for our Pattonville children. We look forward to working with them in the years to come to continue providing outstanding services to students.”

Ron Orr has been selected as Pattonville’s new chief financial officer. Orr currently serves as the district’s director of accounting. He is replacing Ron Mastin, who is retiring this summer after serving the district for six years. Prior to coming to Pattonville, Orr was employed as manager of school accounting at Washington University in St. Louis and as a special projects coordinator at Corporate Express Promotional Marketing. He holds a bachelor’s degree in business administration, with a major in accounting, from the University of Missouri-St. Louis and passed all four parts of the CPA exam.

Karen Hall has been named principal of Willow Brook Elementary School. Hall is currently serving as assistant principal at Drummond Elementary. She replaces Robin Whitacre, who accepted a principalship in Aspen, Colo. Prior to coming to Pattonville, Hall was employed as an assistant principal at Marvin Accelerated School in the Ritenour School District and as a third-grade teacher at Keyser Elementary School in the Kirkwood School District. She holds a bachelor’s degree in elementary education, as well as certification in special education (grades kindergarten through 12) from Fontbonne College. She has also earned a master’s degree in educational administration from Saint Louis University.

Shelly Mills has been appointed interim principal at Remington Traditional School. Mills is currently assistant principal at the school. She replaces Dr. Keith Klusmeyer, who has accepted the position of area superintendent in the Mehlville School District. Mills has been employed by Pattonville since 1994, first as an eighth-grade science teacher at Pattonville Heights Middle School. She joined the Remington family in 2001 as an administrative intern before becoming assistant principal in 2002. She holds a master’s degree in administration from Southern Illinois University and a bachelor’s degree in education from Harris-Stowe State College.

Parkwood updates school improvement plan

Members of the School Improvement Team at Parkwood Elementary School on April 22 presented an updated plan to continue improving student achievement at their school. Staff and parent members of the team presented four major goals and the steps they will take to accomplish them.

A survey of parents and staff members regarding the revised plan indicated that 98 percent of parents and 100 percent of staff members supported the plan.

The four targets Parkwood has chosen are:

1. All students are proficient readers;
2. Students are responsible citizens;
3. Student academic achievement will improve in all content areas; and
4. Parkwood will foster high levels of parental/community involvement in academic and social activities.

To help students become proficient readers, Parkwood staff plans to train teachers and begin differentiating the way they teach students reading to better meet individual student needs. In addition, the school will provide ongoing training and support for the Pathways to Reading program, a phonemic awareness and phonics program in grades kindergarten through three. Also in the plan is to provide additional support for students at risk of failing and to continue implementing teaching strategies learned in the Literacy Project and Balanced Literacy. The school will also initiate training in teaching complex reasoning skills.

Another strategy listed to improve academic achievement in all content areas includes using four early dismissal days to provide time for teacher collaboration and training. Teachers will learn how to differentiate their teaching methods in all content areas, and ongoing staff development will be offered in the Step-Up to Writing program. Looping will also be implemented where appropriate.

Remington team unveils updated plan

Parents, students and staff members on Remington Traditional's School Improvement Team unveiled an updated plan on April 22 for continuing to improve the achievement of Remington students. A survey of parents and staff showed that 97 percent of parents and 100 percent of staff supported the new plan.

Three targets were established for improvement:

1. All students are proficient readers and writers;
2. Students are responsible citizens; and
3. Home and school work together to support the achievement of all students.

To ensure that Remington students are proficient readers, Remington staff will research and begin curriculum mapping as a tool for communicating and instructional planning, as well as linking content within and across grade levels. Staff will also continue to develop strategies to vary their teaching methods to better reach the needs of all students (differentiated instruction). Staff will also use strategies to be learned in year three of the Literacy Project to incorporate higher-level questioning, thinking and reasoning skills in daily instruction. The school's after-school Homework Club, which uses high school students to provide homework tutoring for Remington students, will continue, as well as an after-school Extended-Day Academy literacy program.

Program for Exceptionally Gifted has grown

A program that provides instruction for exceptionally gifted students has grown since its inception in Pattonville in the fall of 1998. At that time, Pattonville began hosting the north-northwest campus of PEGS (Program for Exceptionally Gifted Students), a program that provides educational experiences for students who score in the top one-half of one percent on intelligence tests. The Pattonville location was opened to accommodate families living in north-northwest St. Louis County and surrounding areas, including St. Charles County.

The Pattonville Board of Education on April 22 heard an update on the program from Darlene Sokol, coordinator of Pattonville's program.

When it opened in Pattonville, the program educated only a handful of elementary students. Now, 17 students are enrolled in elementary, middle school and high school programs. PEGS provides for accelerated learning through “curriculum compacting.” Participants follow the Pattonville curriculum, but are usually about one year ahead of their peers. Art, music and physical education classes along with lunch allows the students time to interact with others at their age level.

Sokol told board members that the program receives praise from students, parents and staff. All students who returned surveys agreed that the program challenges them with learning experiences that meet their needs. Nearly 90 percent of parents, students and staff felt that PEGS challenges students at an accelerated level.

Board approves financial goals for 2003-2004

The Pattonville Board of Education on April 22 approved a list of financial goals to be used when establishing the budget for the coming school year. The board annually adopts such goals. The goals are as follows:

- To maintain a balanced operating budget;
- To maintain a beginning fund balance sufficient to avoid short-term borrowing, loss in desegregation funding and to address future changes to the State Foundation Formula;
- To provide competitive salaries for the employees of the Pattonville School District;
- To maintain a level of staffing for classrooms that meets or exceeds desirable standards established by the Missouri School Improvement Program;
- To provide funding to address the recommendations of the Comprehensive School Improvement Plan committees;
- To provide adequate funding for the maintenance of district facilities; and
- To provide funding for the replacement of district technology.

These goals are the same as the ones used to build the current year’s budget.

Firm hired to design project for high school class

An architecture firm was hired by the Pattonville Board of Education on April 22 to design a storage facility at Pattonville High School. Schwetye Architects was hired for a base amount of \$8,600 to design a facility for grounds equipment at the school. The facility will be built by the high school Home Planning and Construction class on the north side of the school. The class has previously built homes cooperatively with Fred Weber and used the same architecture firm.

New course will have “Leaders In Training”

A new elective course, titled “Leaders In Training,” was approved by the Board of Education to be offered at Pattonville Heights Middle School next year. The new course would not require additional staffing, and instructional materials will be purchased within the existing school budget.

Leaders In Training is designed around the proven successful business principles of reward and recognition, teamwork, quality and leadership. The course will allow students the opportunity to address particular needs of their school and to create a program that supports those needs. Time is devoted to introspective exercises dealing with habits, communication and listening skills, time management and relationship building.

Fund-raising requirement waived for one year

The Pattonville Board of Education on April 22 approved a one-time waiver to the fund-raising procedure for elementary schools to make the process more convenient for parents.

Under the current fund-raising procedures, elementary schools may not begin fund-raising until the Friday before the last weekend in September. The waiver allows elementary school fundraising to begin on Sept. 5 instead of the Friday before the last week in September. This will allow enough time for sales and product pick-up by parents during first-quarter parent-teacher conferences on Oct. 22 and 23. This is considered a more convenient time for parents to pick up fund-raising products. The middle school principals have agreed to complete their fund-raisers by Sept. 4 so that the fund-raising will not overlap.

Heights gets OK to apply for P.E. grant

Cardio bikes, treadmills, elliptical machines and a state-of-the-art 6-foot rotating climbing wall will find a new home at Pattonville Heights Middle School if the school is successful in its application for the Carol M. White Physical Education Grant. The Board of Education approved the school's application for the grant on April 22.

The school is requesting a grant of \$50,000, with a 10 percent district match of \$5,000. The grant is designed to improve the school's cardiovascular fitness area by adding new fitness equipment. Also included in the grant request are an incline and decline bench press, a Smith machine, audiovisual equipment, automatic pulse readers and heart-rate monitors. If the grant is successful, the district match would be paid for out of Pattonville Heights' school budget.

Algebra for All to debut next year

The Pattonville Board of Education on April 22 approved the use of a new math program at the middle and high school levels that will eliminate low-track classes and ensure that all freshmen learn Algebra. Algebra For All is a way of teaching ninth-grade Algebra I and eighth-grade Algebra I/Challenge that allows all students to learn important algebraic concepts at their own pace. Students earn credit for the course as they master the material. The program provides:

1. High levels of student accountability, but with a support system in place to help them succeed;
2. A structure which ensures that students are progressing through the curriculum only when they are prepared to advance;
3. Training for teachers, administrators and counselors on strategies for instruction and scheduling that promotes student mastery of Algebra I;
4. An assessment system designed to truly use assessments as diagnostic tools to improve student achievement, a tool that is meaningful to both teachers and students;
5. A system for grading students and reporting their progress on specific concepts needed for MAP (Missouri Assessment Program) and life-long learning; and
6. Twelve units of Algebra I instruction with a binder of assessments.

The 12 units of instruction would be divided into six-week modules, numbered 1 – 6, coinciding with the high school and middle school grading periods. Each module would focus on two algebra units. If a student achieves 80 percent mastery on module assessments, then the student moves on. If a student earns below 80 percent, he or she will be required to retake the module.

Kinney's Corner

Update from Superintendent Hugh Kinney

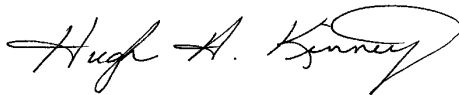
Dear Pattonville family,

Here's a look at what's happening:

- We recently surprised six individuals in our district with the news that their peers consider them to be among the best. Congratulations to our District Teacher of the Year finalists: **Debra McCormack**, early childhood teacher at Willow Brook Elementary; **Pat Johnson**, math teacher at Pattonville Heights Middle School; and **Dennis McFarland**, instrumental music teacher at Pattonville High School. Kudos also go to our Support Staff of the Year Finalists: **Jan LaZear**, district receptionist at the Pattonville Learning Center; **Colleen Mullins**, secretary in the pupil services office at the Learning Center; and **Kay Sullivan**, principal's secretary at Pattonville High School. All of these fine individuals will be recognized at District Appreciation Night on May 5.
- Our board recently accepted Pattonville's second "Distinction in Performance" Award from the state of Missouri for meeting ALL state standards related to academic achievement. Thanks and congratulations belongs to every parent, student, volunteer and staff member in this district. It takes all of us working together to make changes that positively impact our students' lives.

As I've visited our schools over the last couple of weeks, I've noticed the diligence that is being placed on encouraging our students do their best on the Missouri Assessment Program tests and providing the right atmosphere for success. These tests are not only important to our district's accreditation, but they provide us valuable information that we use every year to improve our services for students. To all the parents, students and staff who play a part in this process, keep up the good work. What you are doing does make a difference.

Sincerely,



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

Business Bits

Approval of bills

The Pattonville Board of Education on April 22 approved the following:

- \$4,114.20 to Kohn, Shands, Elbert, Gianoulakis and Giljum for legal services.

Bid Awards

The Pattonville Board of Education on April 22 approved the following bid awards and contracts:

- \$83,007 to Technicom for the renewal of a communications maintenance agreement;
- \$13,000 to Arcade Printing for the renewal of a printing and mailing newsprint agreement;
- \$9,000 to Eazy Business Mailers for the renewal of a bulk mailing and first-class presort mailing agreement;
- \$20,704 to SBPI and Datamax for the renewal of a printing equipment maintenance agreement; and
- \$76,175 to Corporate Express for the renewal of an office supply agreement.

Other Business Items

The Pattonville Board of Education on April 22 took the following actions:

- Approved an interschool district agreement with the Voluntary Interdistrict Choice Corporation (VICC) to provide transportation for homeless children and youth;
- Approved a revised curriculum for middle school art; and
- Approved summer curriculum and assessment writing workshops, as well as professional development workshops; the \$117,360 cost of the workshops will be paid for by the district's curriculum and instruction office, as well as the district's planning and assessment office.

Policy/Procedures

The Pattonville Board of Education approved the following policies and procedures on April 22:

- **DLC-R (Expense Reimbursements)** – The words “bus” and “train” were added to one section, and the following sentences were added elsewhere: “All airline reservations shall be obtained electronically by either the individual or purchasing agent. If airline reservations are obtained through a travel agency, the ticketing fee will be the responsibility of the individual making the reservation.”
- **ID (School Day)** – The policy was revised to read, “The length of the school day will be recommended by the superintendent and approved by the Board in accordance with state law. The specific daily opening and closing time for individual schools may vary to facilitate the scheduling of the district's educational and transportation programs. The specific opening and closing time for school will also be subject to Board approval. The administration is authorized to make minor changes in opening and closing times for safety or instructional reasons and to facilitate the scheduling of transportation, however, major changes in schedules will be subject to Board approval. If the district's schools are dismissed due to inclement weather after school has been in session for three (3) hours, that day shall count as a school day including afternoon session kindergarten students.”
- **IFB-R (Pilot Projects and Programs)** – The procedure was revised to read, “School-based innovative programs will be planned through the school improvement team process. Innovative or pilot programs involving more than one school will be approved by the assistant superintendent for planning and assessment. In both cases, an IRB (Independent Review Board) form is required as applicable to research projects. Any pilot or innovative program requiring an increased cost to the district must have an approved budget.”
- **IF-R-2 (New Course/Program Development and Adoption)**- A paragraph in this procedure was revised to read, “Courses/programs recommended for adoption into the curriculum must be submitted in writing to the Curriculum Coordinating Council no later than April 15th of each year and contain a complete description with substantial support and justification.”
- **IICA-R (Field Trips Class Related and Field Trips Activity-Athletic Related)** – A sentence was revised to read, “All field trips must be approved by the principal.” The phrase, “in advance and submitted to the curriculum/instruction office for final approval at least five (5) days prior to

the trip,” was deleted. In addition, three sections dealing with a sponsor/coach serving as the qualified driver and the scheduling of 20-passenger vans were deleted.

- **KG (Use of School Properties)**- Several minor changes were approved, and the section on permit eligibility was rewritten to read, “Permits may be issued to those groups and individuals that are within the Pattonville School District, and a majority of the participants are District residents. It may be required for organizations to provide the School District with a copy of their charter or incorporation documents, and a complete up-to-date membership roster listing names and addresses of their total membership. Employees of the Pattonville School District may request the use of district facilities. Non-residents may be granted permits for the Planetarium/Observatory, the Community Auditorium Facility, and when there is a direct benefit to the Pattonville School District.”
- **KG-R (Use of School Properties)** – Among the many revisions approved for this procedure were setting a date of March 15th for when applications for facilities use will be accepted for the coming year, requiring users of facilities to pay for all repairs resulting from damage caused to the facilities, requiring individuals requesting use of the facilities to sign the district’s Hold Harmless Agreement, and charging the lesser of \$100 or 10 percent of collected receipts to any facility users who charge an admission or fee to be paid by attendees to activities. This fee would be waived for district-supported activities or with the approval of the superintendent.
- **KG-R-2 (Use of School Properties-Pattonville School District Community Auditorium)** - Revisions to this procedure change the location of auditorium use applications from the director of community relations to the director of facilities and would increase the amount of liability insurance required of all non-resident users to be \$1 million. Several of the fees associated with the auditorium usage were slightly increased.
- **KG-R-2E (Application Form and Contract for Use of Auditorium)** – Approved revisions update this exhibit to provide more information to the district from applicants.
- **KG-R-3 (Use of School Properties – Pattonville School District Community Auditorium/Communication Arts Addition)** – One sentence was revised to read, “No smoking is permitted on the high school site or in the Communication Arts/Auditorium addition.”
- **KG-E (Building Use Application PSD-M/3)** -Approved revisions update this exhibit to provide more information to the district from applicants and to bring fees charged more in line with actual costs to the district for facilities usage.
- **KG-E-1 (Pattonville School District Facility Usage Waiver, Release and Agreement to Indemnify and Hold Harmless)** – This is a new exhibit that is required of facilities users to indemnify and hold the district harmless for any injuries to those participating in the user’s activities on school grounds.

The Pattonville Board of Education lodged for action the following policies and procedures on April 22:

- **Policy GDPB (Resignations)** – The policy is recommended to be changed to read, “Any support staff member who desires to give proper notice of an intent to resign his/her position with the school district must submit his or her written resignation at least two (2) weeks prior to the effective date of resignation.”
- **Policy GDPC (Retirement of Support Staff Members)** – A sentence in this policy would be changed to read, “All support employees participating in the Non-Teacher Retirement System are required to participate in social security (FICA) and Medicare.”
- **Policy GDPD (Progressive Discipline and Termination)** – Minor wording changes are recommended.
- **Procedure GDPD-R (Suspension of Support Staff)** – The first paragraph of this procedure would be changed to read, “Support staff may be suspended without pay by the employee’s supervisory officer subject to the approval of the Assistant Superintendent for Human Resources. The supervisor/manager shall file reasons for suspension of the employee with the Assistant Superintendent for Human Resources. The suspended employee may file a written request for a hearing with the Assistant Superintendent for Human Resources within ten (10) days of his/her

approval of suspension. If no such request is filed, the Assistant Superintendent for Human Resources will review the circumstances surrounding the employee’s suspension and make a recommendation to the Superintendent of the employee’s future job status with the district based on the information available. Any employee dismissed for cause shall be ineligible to apply for re-employment.”

- **Policy GDQB (PSNEA Rights)** – The words “computers” and “copy machines” would be added, and the words, “mimeographing machines other duplicating equipment” would be deleted.

The board is expected to vote on these policies and procedures during its May 13 meeting.

New Hires

- **Jeanette Pashia**, router/dispatcher, transportation
- **Kimberly Mouser**, community relations intern, Learning Center
- **Katherine Kutz**, third-grade teacher, Briar Crest
- **Jeff Horwitz**, kindergarten, Willow Brook

The board also approved the hiring of additional staff for the district’s summer school program (for grades kindergarten through 12).



Recognition of Special Achievements and Contributions

St. Louis Area Tech Prep Consortium Award

Sheila Reed

Teacher Spokesperson for Challenger Learning Center Video

Bridget Nitsch

Recipient of Technology Grant from Electronic Data Systems

Cheryl Lynn

“Best of Show” in Missouri Art Education Association Members Exhibit

Scott Fader

Presentations at Missouri Art Education Association Conference

Linda Bowers, Mary Dahlberg and Mary Tevlin

Your Board of Education

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