



News from the Pattonville School District Board of Education

Feb. 13, 2002

## Board reviews exceptional attendance guidelines

**T**he Board of Education of the Pattonville School District on Feb. 12 reviewed guidelines for administering Pattonville's exceptional attendance policy and gave its verbal agreement to the written process presented.

Pattonville's exceptional attendance policy allows students to attend Pattonville schools outside their attendance areas if the student is in good standing, there is space at the receiving school and parents provide their own transportation.

When approving a plan for redistricting Pattonville's elementary schools last month, the board approved an amendment to the redistricting plan that would give current Bridgeway and Briar Crest students who are slated to go to the new elementary school next year first priority under the district's exceptional attendance policy to remain at their current schools.

The administrative guidelines reviewed by the board on Feb. 12 establish how the exceptional attendance policy will be administered in light of the amendment. The guidelines are as follows:

1. Children who reside in the attendance area for a school and those children who have attended the school the previous school year through exceptional attendance are considered to be the core enrollment of the school. New requests for exceptional attendance will be considered according to board policy. For requests involving Bridgeway and Briar Crest Schools, students who reside in the areas designated as BW 1 and 2 and BC 3 and 4 and who were enrolled in those schools during the 2001-02 school year will be given first priority for new approvals.
2. Exceptional attendance applications will be received between February 1 and May 30 for the next school year. They will be date-and-time stamped upon receipt.
3. All applications received prior to May 30 will be forwarded on June 1 to the principal of the school requested and the principal of the home school attendance area for review and recommendation.
4. Principals will review the requests. New applications from residents of BW 1 and 2 and BC 3 and 4 who were enrolled during the 2001-02 school year in Bridgeway and Briar Crest will be considered first. The remaining applications will be reviewed in the order in which they were received in pupil services. Principals may accept additional students until the enrollment in the class equals 85 percent of the board-approved class size for the district.
5. Principals will notify the assistant superintendent for pupil services regarding approvals and denials by June 15. The assistant superintendent will mail notifications to the parents by July 1 of each year.
6. Applications received after May 30 will be held until August 1. The pupil services office will send principals the applications of any child rejected because of class size limitations in July and all new applications received after May 30 for review. Principals may approve additional applications for exceptional attendance, in accordance with board policy, for up to 95 percent of the class size designations by the board.

7. Principals will notify the assistant superintendent for pupil services regarding approvals and denials by August 8. The assistant superintendent will mail notifications to the parents by August 15 of each year.

## Pattonville takes care in hiring great staff

For the 130 instructional and administrative staff who were hired in Pattonville last year, Pattonville conducted 578 interviews to select the best candidates, according to an evaluation of the district's staffing process. The district conducted 377 interviews to fill 98 support staff positions, as well.

The average salary for newly hired teachers last year was \$35,000, and new staff had more than three years of experience on average. The district saved more than \$1 million in salaries when replacing retirees.

The evaluation of the staffing program concluded that outstanding staff continues to be recruited and recommended for hire; the number of certified minority staff decreased by three; and the selection process continues to be refined.

Recommendations for improvement include:

- Continue to hire outstanding staff;
- Refine strategies to pursue outstanding candidates, including minorities, and hire early so candidates are not lost to competing districts; and
- Continue to refine the selection process, especially as it relates to REAP (Regional Education Application Process), an online application system for St. Louis area school districts.

## Revisions approved to prepare for A+ review

A new goal has been added to Pattonville's Comprehensive School Improvement Plan (CSIP) after being approved by the Board of Education on Feb. 12.

The new goal is being added in order to meet the requirements of the state's A+ Schools Program and to prepare for a March 7 A+ Schools designation review at Pattonville High School by the state of Missouri.

The first goal of Pattonville's CSIP reads, "Students demonstrate significant improvement in their understanding and application of the Show-Me Standards." With the board's approval on Feb. 12, the following target has been added to this goal: "Ninety 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."

The A+ Schools Program was initiated by the state of Missouri to help high schools reduce the dropout rate, eliminate the general track curriculum and provide better "career pathways" for all students. The key goal of A+ Schools is to assure that all students, when they graduate, are well prepared to pursue advanced education, employment or both. A school that has programs in place to meet the goals of the A+ Schools Program can be designated an A+ School. Graduates of an A+ School are eligible to receive two years of their tuition (and books) paid by the state to attend any state community college or vocational/technical school in Missouri.

Should Pattonville receive A+ designation from Missouri, students would be eligible for the paid tuition if they have attended an A+ designated high school for three years immediately prior to graduation and:

- Earned a cumulative grade point average (GPA) of 2.5 on a 4.0 scale by graduation,
- Maintained a 95 percent attendance average over a four-year period,
- Provided 50 hours of unpaid tutoring or mentoring of younger students,
- Maintained a record of good citizenship, and
- Avoided the unlawful use of drugs (have no alcohol or drug offenses on school or police records).

Pattonville High School will receive a visit by educators on March 7 that will determine whether Pattonville High School will be designated as an A+ School and whether its students will be eligible for two years of paid tuition to any Missouri community college or vocational-technical school.

The board also approved revision to several high school curricular areas to meet A+ requirements. Revisions were approved to curriculum guides for high school math, communication arts, business education, social studies and music.

## Board looks at policy for POS School attendance

The Pattonville Board of Education reviewed a proposed pilot attendance policy for the POSITIVE School at Pattonville High School.

The policy states, "In order to receive credit a student cannot be absent more than three class periods per term in any given course. Five tardies in any one class will be treated as an absence. A student who accumulates four or more absences per class will receive temporary loss of credit. If the absences have not been made up by the end of the term, the student will permanently lose credit."

Students can make up absences after school or during Saturday School. Current policy stipulates a student can miss six days before receiving a loss of credit. The pilot would be effective in the fourth term of this school year. If the pilot of the attendance policy is effective, the school will bring the proposed change to the board when it approves the school's behavior guide next year.

The board is expected to take a vote on the pilot policy on Feb. 26.

## Innovative reading program to be piloted

The Pattonville Board of Education on Feb. 12 approved piloting an innovative reading program in kindergarten and first grades at the new elementary school, beginning next school year.

The Waterford Early Reading Program will be used as a supplement to a balanced program of reading instruction that prepares students to learn to read.

The total cost for three years for four Waterford reading labs and sets of materials to serve eight classrooms is \$181,304.

What's different about this program?

"The difference is in the student achievement that has occurred in schools that used it," said Dr. Debra Ebel, assistant superintendent for curriculum and instruction. Ebel and other educators toured sites that used the program and reviewed achievement data to gauge the program's effectiveness before recommending it. "This program has been instrumental in eliminating any achievement gaps that existed, and it's based on the use of technology to differentiate reading instruction for children."

The software program that is used as part of the program provides individualized instruction in essential reading skills. Teachers can monitor student progress through printed reports and recording of student reading. Kindergartners spend 15 minutes a day and first graders spend 30 minutes a day at a learning station. Parents receive videos on how to assist with at-home reading, and children are provided with take-home books, videos and audiotapes.

# Kinney's Corner

*Update from Superintendent Hugh Kinney*

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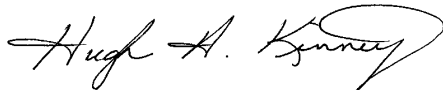
Dear Pattonville family,

I would like to share with you a few of the great things happening in Pattonville.

- Hopefully you've heard by now that Pattonville is one of 16 St. Louis area school districts that will be honored with a "Distinction in Performance" Award by the state of Missouri for its academic performance as measured on the district's Annual Performance Report (APR). This is a tremendous compliment to all the parents, students, staff, board members and administrators who have worked so hard to improve academic achievement. Pattonville has gone from meeting 6 out of 11 state standards on its APR to meeting 13 out of 13, and the credit goes to each and every one of you for your hard work.
- Congratulations to Marilyn Terry and her technology staff members, along with all our students who work with technology each day. Pattonville was the only school district in the St. Louis region to be invited to present student technology work before state legislators at the state capitol on March 21. This is a great honor and a tribute to the outstanding work spearheaded by our technology department. Thank you!
- Mark your calendar...There are lots of great events coming up in which you'll want to participate - The Pattonville Education Foundation Dinner Dance Auction on March 2, the Wheelchair Basketball Game on Feb. 21, the Empty Bowls lunch on Feb. 24 and the Pattonville Board-Patron Open Forum on March 4. Participate...it'll be well worth your time.

Once again, I want to thank you for all your hard work on improving achievement and helping Pattonville to be recognized at the state level for its performance. I urge you to keep that focus and dedication, because there is still much left to do to ensure all students achieve and Pattonville retains its accreditation after being reviewed next year by the state. Remember, this spring's MAP tests will reflect 20 percent of our "grade" when the state conducts its MSIP (Missouri School Improvement Program) review for accreditation purposes. I have no doubt in my mind that we will accomplish our goals for our kids and our community. Why? Because we have great kids, great staff, great parents and a great community in which to live and work. Thanks for everything you do.

Sincerely,



Hugh A. Kinney, Ed.D.

## Business Bits

### Paying the Bills

The board approved paying the following bills during its Feb. 12 meeting:

- Regular bills in the amount of \$2,318,749.86

- Cafeteria bills in the amount of \$66,101.49
- Change orders in the amount of \$128,400.28 for Phase I bond issue projects.

## Purchases

The board approved the purchase of the following on Feb. 12:

- \$17,535.92 for the purchase of supplementary map materials for elementary and middle school social studies students (grades 4 and 5 and grades 7 and 8).
- \$21,881.50 to purchase History Alive supplementary social studies material for students in grades 6 through 9.

## Bid Awards

The board approved the following bid awards on Feb. 12:

- \$341,082 for masonry work for Phase I bond issue work to St. Genevieve Building and Stone
- \$2,118,550 for carpentry and general works for Phase I bond issue work to Interface Construction
- \$1,062,378 for glazing systems for Phase I bond issue work to C. Rallo
- \$1,699,400 for roofing work for Phase I bond issue projects to Shay Roofing
- \$771,325 for drywall work for Phase I bond issue projects to T.J. Wies
- \$130,881.39 to Corporate Interiors, \$9,795.30 to Boise Cascade, \$3,654.42 to Bradburn Office Supply for furniture for the new elementary school
- \$20,153.63 for subscription service to Black Magazine Agency
- \$29,878.50 for paper goods to Industrial Soap Company
- \$737,717.64 for a five-year lease for digital copiers to Ikon

## Policy/Procedure Updates

The board approved the following procedures or policies at its Feb. 12 meeting:

- **Procedure GDBA-R (Job Description Review Committee Procedure for Hourly Employees)** - A sentence was added which reads, "The applications will be reviewed by the assistant superintendent for human resources, and those not meeting the change criteria will be returned to the employee with an explanation."
- **Procedure GDBD-R-2 (Support Staff Non-Compensable Leave of Absence Procedure)** – The changes reflect minor grammatical adjustments.
- **Procedure GDBD-R-4 (Jury Duty)** – The revision changes the title of the fund that receives jury duty pay reimbursements from the "Incidental Fund" to the "General Fund."
- **Policy GDBF (Staff Health)** – The revision changes the word "classified" to "support" when referring to support staff employees.

The board lodged for action the following policies or procedures on Feb. 12:

- **Procedure GDDC-R (Probationary Period)** – The proposed change eliminates holidays from the list of days that cannot be used during an employee's 45-day probationary period after being hired.
- **Policy IGAD (Occupational Education)** – The proposed change deletes a paragraph under the heading "Vocational Education" and replaces it with the following: "Vocational training programs shall be an integral part of the comprehensive high school concept in the school district. Efforts will be made to keep vocational programs relevant to job requirements and reflective of area needs, as well as being geared to the current and future technological and economic conditions. These programs shall provide students with the basic skills to enter the world of work, to obtain additional vocational skills and/or to continue their formal education. Vocational education, as a core component of comprehensive education, will share with other aspects of the high school curriculum in the development of character, attitudes and work skills. District vocational programs shall meet all federal and state guidelines and requirements."

Advisory councils will be utilized in all vocational programs. Following the concept of area vocational-technical schools as established by the Missouri Department of Elementary and Secondary Education, students from the Pattonville R-III School District may attend vocational-technical training programs at the Area Vocational-Technical facility.”

- **Policy IGBI (Home Schooling)** – This is a new policy, which states, “In lieu of regular school attendance in the Pattonville R-III School District, a child may be excused from compulsory school attendance if the child is provided with home schooling as authorized by Missouri law. A child may be dually enrolled in the Pattonville School District and in home schooling to meet the requirements of the compulsory attendance law. Any alleged violation of the compulsory attendance law shall be referred to the prosecuting attorney of the county where the child legally resides.”
- **Policy IGCE (Pattonville High School Athletic Summer Camp, Clinics, Workshops, etc., for Students and/or Adults), Procedure IGCE-R (Guidelines for Summer Camps, Clinics, Workshops, etc., for Students and/or Adults) and IGCE-R-E (Pattonville High School Sponsored Camp/Clinic Financial Statement)** – The proposed revision changes the person or office responsible for athletic summer camps from the community education director to the athletic/activities office at the high school.
- **Policy IIA (Instructional Materials)** – The following sentence is proposed to be added: “The district will preferentially procure educational materials, including textbooks and collateral materials, from vendors that make the materials available in either a Braille format or electronic format which is computer-readable in a form approved by the Department of Elementary and Secondary Education (DESE), or both, at no greater cost than for regular materials.”
- **Procedure IIA-R (Textbook Selections and Adoptions)** – Proposed revisions change the phrase “instructional materials” to “textbook selection and adoption” and adds the statement listed above under Policy IIA (Instructional Materials).
- **Policy IIAC (Library Material Selection and Adoption)** – Proposed revisions change the words, “records, tapes, filmstrips,” to “audio and video recordings.” Students are added under the list of persons to be consulted as necessary when purchasing materials.
- **Procedure IIAC-R (Library Materials Selection/Adoption)** – Proposed revisions reflect minor words changes.
- **Policy IIACA (“Weeding” of Library Materials)** – The following sentence is proposed to be added under reasons for possible removal of library materials: “Materials no longer meet accreditation standards for public school districts in Missouri or Missouri School Library Media Center Standards.”

The board approved the review of the following policies or procedures on Feb. 12:

- **Policy IIAB (Supplementary Instructional Material Selection and Adoption)**

### New Hires

- **Ryan Cramer**, in-school suspension teacher assistant, Holman
- **Vincent Bingham**, in-school suspension teacher assistant, High School