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**MINUTES**  
**SPECIAL MEETING OF THE BOARD OF EDUCATION**  
**BOARD RETREAT/WORK SESSION**  
**CAPE GIRARDEAU SCHOOL DISTRICT NO. 63**  
**Thursday, July 12, 2007, 9:00 a.m.**  
**Cape Girardeau Country Club**  
**Cape Girardeau, Missouri**

**BOARD MEMBERS PRESENT:**

Dr. Steve Trautwein (President), Mr. Kyle McDonald (Vice-President), Ms. Laura Sparkman, Mr. Tom Reinagel, Ms. Martha Hamilton, and Mr. Paul Nenninger.

**BOARD MEMBERS ABSENT:**

Charles Bertrand

**OTHERS PRESENT:**

Dr. David Scala, Mr. Pat Morgan, Ms. Theresa Hinkebein, Mr. Mark Bliss, Ms. Brenda McCowan, and Ms. Laverne Smith. Dr. Mike Cowan, Ms. Pam Richmond, Ms. Pat Johnson, Ms. Robin, and Ms. Hankinson, and Ms. Nancy Ellis.

A quorum being present and due notice having been mailed and published, the special session of the Board of Education of Cape Girardeau School District No. 63 was called to order on July 12, 2007 at 9:02 p.m. by Dr. Steven Trautwein, Board President.

Approval of Agenda

A motion was made by Mr. McDonald and seconded by Mr. Reinagel to approve the agenda. The motion carried with a vote of five yeas and zero nays.

**Board Candidate Oath of Office**

Ms. Laverne Smith, Board Secretary, administered the Oath of Office to new Board member, Ms. Martha Hamilton. Dr. Trautwein welcomed Ms. Hamilton as an official member of the Board.

Presentation by High School Staff

Dr. Scala introduced Dr. Mike Cowan, Principal of Central High School. Dr. Cowan introduced four member of his faculty at Central High School. Dr. Cowan presented to the Board members a "Professional Learning Community Proposal for 2008-09" for their consideration. This report included changing to a longer instructional day for the high school and sections on "Related Issues to be Explored and Resolved" and Reasons for Change." Dr. Cowan was available for questions from Board members. Dr. Scala and Dr. Trautwein thanked Dr. Cowan for the very insightful proposal. No action was taken by the Board.

At 10:10 a.m. Dr. Trautwein announced there would be a 10 minute break.

CSIP Review and Revision

Dr. Scala called the Board members attention to the updated CSIP plan that was distributed. Dr. Scala informed Board members that the status on all objectives and strategies has been updated. Dr. Scala introduced Theresa Hinkebein who went over objective 1 and its strategies of the CSIP plan and explained the status updates. Ms. McCowan and Ms. Ring also interjected information on the status of the plan.

**Objective 1:**

- Dr. Scala stated that committees are being formed to study redistricting and attendance centers for the district. The Board would like to be kept updated on this information.
- Board members wanted to see data on the benefits and viability of the alternative schedules/year round school.
- Board members would like updated information on developing and implementing a principal leadership program/internship by January 2008.
- Dr. Trautwein asked that the Board be continued to be informed as to the long-term results of Objective 1, Strategy 4, Action Step 1.
- Dr. Trautwein stated that he would like to see formal steps taken for a report on a 5-year study on the Balanced Literacy Program and to see the systemic changes.
- The Board also asked for an action step to be taken for the next logical step of implementing Balanced Literacy at the high school level.

- 61 • By a certain date the Board would like to see the implementation of math coaches.  
62 • The Board also asked for the number of college credit classes offered at the high school (on campus)  
63 that a student could acquire when graduating from high school.  
64 • A question was asked if any data would be available at any time to see the effectiveness on students  
65 resulting from the influence of culture and poverty training for teachers.  
66

67 At 11:30 a.m., the Board adjourned for lunch. The Board reconvened at 12:45 p.m.

68 Mr. Nenninger did not return when the Board reconvened. Ms Sparkman left the meeting at 1:20 p.m.  
69

70 Mr. Morgan updated the Board on Objective 3 of the CSIP plan:

- 71 • The administration will be being a proposal to the Board concerning utilizing the Central  
72 Administrative Office to contain the Alternative Education Center.  
73 • Dr. Scala stated information on s a workable comprehensive 5-year facility plan would hopefully be  
74 available for the Board sometime in the fall of 2007.  
75 • A suggestion was made to raise salary for summer temporary people to keep a competent crew.  
76

77 Mr. Nenninger returned at 1:30 p.m.  
78

79 Ms. McCowan went of Objective 2 of the plan with the Board.

- 80 • A financial questionnaire survey for other districts will be completed and the results will be  
81 presented to the Board in September or October  
82 • 07-08 Budget will be presented in September  
83 • A 3-5 year budgetary plan projection hopefully will be presented in October.  
84 • Ms. McCowan plans to activate the Financial Advisory Committee already in place.  
85 • Board members asked for a list of all district community committees and who was on the committees.  
86 • Dr. Trautwein recalled the past idea of having a marketing/public relation person for the district.  
87 • Dr. Scala will compile a list of all the different ways the district markets the school district in  
88 relations to acquiring a public relations person for the district.  
89

90 Ms. Ring updated the Board on Objective 4 of the CSIP plan.

- 91 • It was suggested that an addition be made to the CSIP plan to add an action item to assess the early  
92 identification process and its successfulness.  
93

94 Dr. Scala updated the Board on Objective 5 and 6.

- 95 • A question was asked as to when the Family Resource Centers in the buildings would be operational.  
96 • Surveys for students are planned for the beginning and the end of the school year so they can be  
97 compared to one another.  
98 • In the fall of 2007 or spring of 2008 plans for developing building specific communication plans with  
99 stakeholders should be in place.  
100 • The Board and superintendent will schedule a state of the district meeting with stakeholders the fall  
101 of 2007.  
102 • Suggestion for district web site – make a place for district and staff awards.  
103 • Dr. Scala reported the district was working on ways to recognize staff in all areas, not just  
104 retirement.  
105 • Suggestion to post at all buildings a customer friendly welcome sign along with the standard board  
106 policy sign.  
107 • Suggestion for a future technology position to help produce web pages for all teachers.  
108

109 After discussion concerning the update of the CSIP plan, Dr. Scala stated the administration plans to make so  
110 revision to the CSIP plan and bring these back to the Board. No action was taken by the Board.  
111

112 Dr. Scala handed out an Annual School Board Activity Calendar for the members use.  
113

114 Dr. Trautwein adjourned the meeting for a five minute break.  
115

### 116 Superintendent Goals for 2007-2008

117 Dr. Scala handed out the following proposed superintendent's goals for the 2007-2008 school year and  
118 explained he would formally present these goals to the Board at the July 16<sup>th</sup> meeting.  
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1. All school attendance centers will meet the Adequate Yearly Progress standards established each year by the State of Missouri.
  2. The graduation rate will increase by 5%.
  3. During the 2007-2008 school year, the superintendent and administration will implement the revised Teacher Performance Evaluation Program.
  4. During the 2007-2008 school year, a plan will be developed for relocation of the Alternative Education Center. And the sale of the Schultz property will be finalized.
  5. Facilities and budgetary plans from goals three (3) and four (4) of 2006-2007 will be completed during the first semester of the 2007-2008 school year.

134 **Adjournment**

135 At 3:25p.m. A motion was made by Mr. McDonald and seconded by Mr. Nenninger to adjourn the meeting.  
136 The motion carried with five yeas and zero nays.

137  
138 Respectfully submitted,

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141 Laverne Smith  
142 Secretary, Board of Education  
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