

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
CAPE GIRARDEAU SCHOOL DISTRICT NO. 63
Monday, December 17, 2007, 6:00 p.m.
Board of Education and Administration Offices
301 North Clark
Cape Girardeau, Missouri

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Ms. Theresa Hinkebein, Ms. Diane Howard, Ms. Deena Ring, Ms. Pat Fanger, Mr. Pat Morgan, Dr. Mike Cowan, Ms. Misty Clifton, Ms. Carla Fee, Ms. Jolisa Applewhite, Ms. Erica Pullen, Mr. Chanse Pullen, Ms. Lesa Hinton, Mr. Randy and Ms. Vicky Dunn, Miss Ranneisha Dunn, Mr. Jimmy and Ms. Christy Wilferth, Miss Anna Meredith Wilferth, Ms. Tomeka Merriwether, Mr. D. J. Merriwether, Ms. Amanda Dugan, Mr. James Hamilton, Ms. Jamesha Hamilton, Mr. Chris Hamilton, Ms. Najawa Harris, Ms. Jade Hamilton, Ms. Barbara Port, Ms. Nya Cummings, Mr. Mark Cook, Dr. Barbara Kohlfeld, Ms. Rhonda Dunham, Ms. Cheryl Sebaugh, Ms. Sky Miller, Ms. Jessica Miller, Mr. Brian Heisserer, Ms. Dixie Crites, Ms. Tamela Jones, Ms. Ruth Ann Orr, and Mr. Gerald Richards.

A quorum being present and due notice having been mailed and published, the regular session of the Board of Education of Cape Girardeau School District No. 63 was called to order on Monday, December 17, 2007 at 6:00 p.m. by Dr. Steven Trautwein, Board President.

Dr. Trautwein asked the audience to stand and led the group in the Pledge of Allegiance.

Approval of Agenda

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

Dr. Trautwein introduced Ms. Pat Fanger as Interim Superintendent, and thanked her for the smooth transition with her accepting another position as well as being Assistant Superintendent to the district.

“Terrific Tiger” Recognition

The following students received the “*Terrific Tiger Award*” based on service to others, leadership and scholarship.

ALMA SCHRADER ELEMENTARY	D. J. Merriweather, Grade 1
BLANCHARD ELEMENTARY	Chanse Pullen, Grade 4
CLIPPARD ELEMENTARY	Anne Meredith Wilferth, Grade 4
FRANKLIN ELEMENTARY	Ranneisha Dunn, Grade 1
JEFFERSON ELEMENTARY	Sky Miller, Grade 3
CENTRAL MIDDLE SCHOOL	Kaitlyn Staggs, Grade 6
CAPE CENTRAL JUNIOR HIGH	Nya Cummings, Grade 7
CAPE CENTRAL HIGH SCHOOL	Chrissy Ulrich, Grade
ALTERNATIVE EDUCATION CENTER	Jolisa Applewhite, Grade 11

Information, Proposals or Comments from the Audience

54 Dr. Trautwein asked if anyone from the audience had indicated they wished to address the
55 Board. No one had.

56

57 **Informational Reports**

58 **Board President's Report:**

59 Dr. Trautwein reminded the Board members that sometime in early January the Board
60 usually held an informational forum for candidates running for the Board of Education
61 positions.

62

63 **Superintendent's Report:**

- 64 ➤ Ms. Fanger informed the Board that notification for Board position vacancies had
65 been placed in the Southeast Missourian on December 10, 2007 and would run
66 spasmodically until January 6, 2008. The first day for signing up would be December
67 18th and the last day would be January 22, 2008. The Board election would be held on
68 April 8, 2008.
- 69 ➤ Ms. Fanger informed the Board that the District-wide Curriculum Committee would
70 like to have a Board member volunteer to be a part of that committee. Mr. Kyle
71 McDonald volunteered to be on the committee.
- 72 ➤ Ms. Fanger also informed the Board that she and Ms. Clifton were in the process of
73 forming a District Finance Committee and would like two volunteers from Board
74 members to be a part of that committee. Mr. Paul Nenninger and Mr. Tom Reinagel
75 volunteered for that committee.

76

77 **CTA Organization:**

78 Ms. Amanda Dugan, president of CTA, reported the following:

- 79 ➤ Representing the local CTA and MSTTA organization, Ms. Dugan thanked the Board
80 for reinstating the life insurance and dental coverage for employees.

81

82 **MNEA Organization:**

83 No one was present from this organization.

84

85 **Treasurer's Report**

86 Ms. Misty Clifton presented the Treasurer's report, which included the district's revenue and
87 expenses to date, transfers, and ending fund balance of November 30, 2007 of \$19,002,353.77
88 with an unrestricted fund balance of \$6,730,721.74.

89

90 Ms. Clifton explained the new and simplified reporting format for payment of bills under
91 Tab E of the Consent Agenda in the Board packet as well as the new analysis for investment
92 summary. She also informed the Board she would provide a detailed explanation of the
93 purchase card bill in the near future.

94

95 Ms. Clifton reported meeting with the auditor and reviewing his recommendations made
96 from the last audit of the 2006-07 school year. She explained most of his recommendations
97 were internal control issues, segregation of office duty, and insurance interest payments
98 posted in a timely manner.

99

100 **Board Reports:**

101 **Legislative Report:**

- 102 ➤ Mr. Nenninger updated the Board on legislation introduced to drug test all students
103 participating in all extra-curricular activities. He also stated the MSBA was against
104 the legislation.

105

106

107 **MSBA Report:**

108 ➤ **Mr. Nenninger informed the Board of the issues with MSBA.**

109

110 **Cape Public School Foundation:**

111 ➤ **Ms. Sparkman reported the Penguin Party was under way and scheduled for**
112 **January 26, 2008 at the Drury Lodge. Activities scheduled are a live auction and**
113 **dinner dance.**

114 ➤ **The Foundation Grants Committee has met and will be going into the schools to**
115 **encourage teachers to participate in the grants program.**

116

117 **Facilities Report**

118 **Mr. Pat Morgan supplied the Board with the following facilities report:**

119 **1. Junior High Parking Facility**

120 The area has been overlaid and the parking striped. The only part remaining to be addressed is
121 the striping for the handicapped parking and arrows to assist with traffic flow.

122 We are waiting for city input.

123 **2. Parking lot (tennis courts) between the Middle School and the Junior High**

124 This effort to join the two tennis courts has been completed as far as the Board wanted to
125 proceed this winter. As noted earlier, once the District has had the opportunity to reroute the
126 afternoon busses to that area for loading, as originally proposed, we may want to consider
127 resurfacing the entire area during the summer.

128 **3. High School Athletic Restrooms and Concession Stand**

129 This project has been “substantially completed” with the remaining work being addressed
130 through a punch list with the contractor, the architect, and the district.

131 NOTE: With the fencing being installed by Welker Fencing, we are proposing the addition of
132 a gate to provide direct access from the new sidewalk from the soccer complex to the enclosed
133 “gated” concession area. The total bid price was for \$18,500. To add the proposed gate,
134 Welker Fencing was asking in excess of \$3,000.

135 Tom Holshouser and Zeollner Construction have another company in mind who will install the
136 same gate with an anticipated cost of approximately \$1,000.

137 **4. Junior High Metal Buildings - Renovation and Use**

138 We have two proposals for the renovation and use of these buildings. Both plans call for
139 resurfacing the exterior of all three metal buildings to include the Industrial Arts facility
140 located in the rear.

141 The options include:

142 A. Cleaning out (gutting) the inside of two of the buildings with the purpose of utilizing
143 the largest building (A) for maintenance storage / work space and the other smaller building
144 (B) being remodeled to house a Maintenance Dept. office space. Cost estimated \$197,175

145 B. Cleaning out (gutting) the inside of the largest building (A) and designating it for
146 maintenance storage / work space. The smaller building (B) would not have any interior work
147 done and would continue to be utilized by the Boys and Girls Club until other arrangements are
148 made. Cost estimated \$151,109.

149 Architect Tom Holshouser’s tentative plans are available for the Board’s review ahead of time
150 or I will have them for you on Monday.

151 **5. Middle School Office / Lobby Window**

152 Over the past year it has been requested that a window be installed between the Principal’s
153 Office and the lobby of the middle school. There were concerns originally that the wall in
154 question was weight supporting with significant wiring in the walls to interfere with any
155 construction. Strickland Engineering has determined that will not be an issue and has
156 submitted a proposal to accomplish the work in conjunction with the work already in progress
157 in that building. The cost of the work will be \$4,278.

158

159

160

161 **6. Placement of Staff in the redesigned Central Offices**

162 As of the time of this writing, we believe we have identified the most appropriate space
163 available to house the central office staff. This is the result of the Alternative School being
164 housed in this facility. NOTE: There will be a transition period required as several of our staff
165 will be required to work in temporary “housing” as they are forced to move from their current
166 home. Phillip Smith believes this transition would last for up to three months.

167 **7. Swimming Pool**

168 Parts are on back order for the boiler through Bendler Mechanical. The pool is currently
169 functioning. Anticipate completion by the first of the year.

170 **8. Middle school roofing and HVAC**

171 Contractors began and continue to work on the roofing and HVAC project we recently
172 approved for the Middle School. NOTE: Some additional damaged fascia was discovered that
173 will need to be repaired. The potential for this was identified in the original proposal and is
174 being addressed under those guidelines.

175 **9. Junior High Roofing**

176 We are in the process of working with Sailor Roofing to schedule the needed work.
177

178 **Mr. Morgan called the Board members attention to item #4, Junior High Metal Buildings –**
179 **Renovation and Use. He handed out preliminary drawings of the renovation of these**
180 **buildings by Holshouser and Associates, Architectural Firm. A preliminary cost estimate**
181 **dated October 31, 2007 for renovating buildings, A, B, and D, was \$197,175.00. Mr. Morgan**
182 **also informed the Board of a revised cost estimate dated December 6, 2007, by the same**
183 **architectural firm eliminating the office space in building B for an amount of \$151,109.00.**
184 **Mr. Morgan informed the Board that a sample of the type of renovations contemplated for**
185 **these buildings would be Slinkard Painting Company, located south of Cape. He stated that**
186 **if the Board intended to go ahead with the renovations of these buildings, Tom Holshouser,**
187 **Holshouser and Associates, would like to address the Board at the January 28th, 2008**
188 **meeting concerning this project.**
189

190 **Mr. Morgan and Architect Phillip Smith supplied an update on the Alternative Education**
191 **Center Remodeling Project. Mr. Morgan stated that the bidding process for the construction**
192 **documents will be ready to start on January 9 though January 30, 2008. January 30th will be**
193 **the bid deadline. They are hopeful to have the final bid selection for Board’s approval soon**
194 **after January 30, 2008.**
195

196 **Approval of Consent Agenda**

197 **A motion was made by Mr. McDonald and seconded by Mr. Nenner to approve the**
198 **following consent agenda:**

- 199 **1. Minutes of November 14, 19 (4 pm, 5pm and 6pm), November 28, December 4 and 5,**
200 **2007**
- 201 **2. Payment of Bills**
- 202 **3. Personnel**
- 203 **4. Bus Riders Living Less Than a Mile**
204

205 **Dr. Trautwein asked if any Board member wished to have any item of the consent agenda**
206 **removed from the consent agenda and no request was made. The motion carried with seven**
207 **yeas and zero nays.**
208

209 **Business Items**

210 **The following Board Policy recommendations were presented for the second reading and**
211 **approval:**
212

213 **A motion was made by Mr. McDonald and seconded by Mr. Nenner to approve Board**
214 **Policy GCBDA (Certified Staff Leaves and Absences) as modified and recommended by the**
215 **Administration for adoption. The motion carried with seven yeas and zero nays.**

216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241
242
243
244
245
246
247
248
249
250
251
252
253
254
255
256
257
258
259
260
261
262
263
264
265
266
267
268
269

A motion was made by Mr. McDonald and seconded by Ms. Hamilton to approve Board Policy GDBDA (Classified Staff Leaves and Absences) as modified and recommended by the Administration for adoption. The motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Ms. Sparkman to approve Board Policy AC (Prohibition Against Illegal Discrimination and Harassment) as modified and recommended by MSBA and modified locally for adoption. Discussion followed and the motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Ms. Hamilton to rescind Board Policy AC-R (Nondiscrimination and Anti-Harassment Compliance Grievance Procedure) as recommended by MSBA. The motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Mr. Nenninger to approve Board Policy IGBG (Homebound Instructions) as modified and recommended by MSBA for adoption. The motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Ms. Sparkman to rescind Board Policy IGBG-R (Homebound Instructions) as modified and recommended by MSBA. The motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Ms. Hamilton to approve new Board Policy IGCE (District Sponsored Correspondence Courses) as recommended by MSBA for adoption. Discussion followed and the motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Ms. Sparkman to approve new Board Policy JFCL (A+ Schools Program) as recommended by MSBA and locally modified for adoption. Discussion followed and the motion carried with seven yeas and zero nays.

A motion was made by Mr. McDonald and seconded by Ms. Sparkman to approve Board Policy KI (Public Solicitation/Advertising in District Facilities) as modified and recommended by the MSBA for adoption. Discussion followed with the Board agreeing that the Superintendent would be approving all solicitation and advertising in district facilities. The motion carried with seven yeas and zero nays.

DRA Grant Program Grantee

Ms. Clifton informed the Board that this grant has been approved and the money spent. The reason for this resolution is for the spent revenue to be refunded.

A motion was made by Mr. Hamilton and seconded by Mr. Nenninger to approve the resolution of the designated 2007 DRA grant program grantee and Cape Girardeau School District's financial commitment. The motion carried with seven yeas and zero nays.

MAP Presentation

Ms. Fanger introduced Ms. Theresa Hinkebein, Curriculum Director, who proceeded to explain the MAP 2007 Data Report. Ms. Hinkebein noted that the District has many areas of improvement, and highlighted a trend with an increase in the advanced and proficient levels and a decrease in the basic and below basic levels.

Ms. Hinkebein also explained some strategies for improvement for each of the grade levels and stated she anticipates seeing increasing improvements with each year's test scores.

District Additional Audit

Dr. Trautwein thanked Mr. Nenninger for his work in locating and securing a firm to complete an additional audit for the Cape Girardeau Public School's 2006-2007 school year.

270
271
272
273
274
275
276
277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301
302
303
304
305
306
307
308
309
310
311
312

Dr. Trautwein also stated the purpose of this audit is to assure the public and the Cape Girardeau Public Schools of the fiscal credibility of the district with an outside audit and to confirm the findings that were reported to the Board of Education at the most recent audit. This firm will do an assessment, resulting in clear straightforward recommendations to the district with a cost of less than ten thousand dollars.

A motion was made by Mr. Nenninger and seconded by Mr. McDonald to seek an external audit assessment for Cape Girardeau Public School District for year ending June 30, 2007, from the auditing firm of Larson Allen. The motion carried with seven yeas and zero nays.

Information and Proposals from Board Members

Dr. Trautwein asked if there was any additional information from Board members, and there was none.

At 7:18 p.m. a motion was made by Mr. McDonald and seconded by Ms. Hamilton to adjourn into closed session for the following considerations:

A. Scholastic Probation, Expulsion or Graduation of Identifiable Individuals R.S. MO 610.021 (6)

B. Legal Action, Causes of Action or Litigation Involving a Public Governmental Body R.S. 610.021 (1)

The motion carried with seven yeas and zero nays.

At 8:39 p.m. the Board returned to open session. Dr. Trautwein announced there was no announcement to be made from closed session.

Adjournment

At 8:40 p.m. a motion was made by Mr. McDonald and seconded by Ms. Sparkman to adjourn the meeting. The motion carried with seven yeas and zero nays.

The next regular meeting of the Board of Education will be held on Monday, January 28, 2008 at the Board of Education and Administration Offices located at 301 N. Clark at 6:00 p.m.

Respectfully submitted,

**Laverne Smith
Secretary, Board of Education**