



**Southern Boone School District  
Board Retreat  
July 17-19, 2008**

**Summary**

**Board Mission/Vision/Values/Goals**

The board reviewed their existing mission statement. They also discussed and created their vision and values for the district.

**Safety and Security**

The board and administrators discussed campus security. They evaluated the needs and reviewed a possible job description for a safety officer. Video cameras were suggested to be placed by the south end of the building and near the Ag building.

It was decided to take action at the July 21 meeting to advertise a safety officer position for the district.

**Drug Testing Evaluation and Expansion**

The first year of the drug testing program was discussed. The administration will continue to work with the existing company to implement the program in the most with the most efficient method and procedures. It was decided not to expand the program to the middle school at this time. Discussion will again take place following the second year evaluation of the HS program. The drug and alcohol education program will be reviewed and implemented as part of the instructional health program in the middle school.

**Performance-based Teacher Evaluation**

The board reviewed the recommended revised Teacher Evaluation Process that will be recommended at the July 21 board meeting. A timeline for review by the administrators to the Board of Education was developed.

**Student Discipline**

The board and administration discussed student discipline policies and procedures. The administrators shared a document that outlined student discipline consequences that aligned throughout the district. This will allow for consistency and alignment of the district policies.

**Activities Handbook**

The Activities Handbooks were reviewed and discussed by the board. They reviewed the handbooks and discussed the consistency of this document and its alignment with board policies. The handbook will be approved at the July 21 board meeting.

### **Cell Phone Policy**

The Board of Education and administration discussed the cell phone policy. It was determined that cell phones would not be allowed during the school day. The administration will explore incentives for the use of cell phones during lunch shifts for students. The policy on the use of cell phones will be approved at the July 21 meeting and placed in the student handbook.

### **Faculty Handbook**

The board also discussed policies relating to staff absences. It was determined that staff absences could be reflected in .25, .50 and full day absences. Details will be reflected in the faculty handbook which will be approved July 21.

### **Class Size Guidelines**

The board reviewed the Missouri School Improvement Standards for class size. They discussed that Southern Boone is committed to maintaining small class sizes. They developed these guidelines:

Kindergarten	16-18 students
1 <sup>st</sup> -2 <sup>nd</sup>	20-22 students
3 <sup>rd</sup> -4 <sup>th</sup>	22-24 students
5 <sup>th</sup> -6 <sup>th</sup>	25 students
7 <sup>th</sup> -12 <sup>th</sup>	28 students

### **Grounds and Maintenance**

The board reviewed a job description for the Director of Grounds and Maintenance. They also discussed the desired for our grounds to reflect excellence. They discussed the need to have designated personnel for responsibility in keeping the grounds in good condition. They directed the superintendent to develop a cost analysis and review of our current expenditures in this area, so that the board can see the financial implications. It was also decided to develop a process of walk-through evaluations to give feedback on our grounds conditions.

### **School Names**

The board discussed the thought of naming our school buildings. Their thinking was to help maintain district heritage through naming facilities. The superintendent will create a committee with interested community members for the purpose of maintain heritage of the district as well as the possibility of naming the school buildings.

### **District Finances**

The board reviewed the final ASBR report that details the final revenue and expenditures of the district. The Operating Fund balance for the 2007-2008 school year was 20.93%. The ASBR is attainable through the DESE and district website.

### **Graduation Date**

The board reviewed possible graduation dates and discussed the pros and cons of having graduation on the Memorial Holiday Weekend. A survey of senior student and their parents will be conducted in September to get their feedback prior to setting the graduation date.

**District Website**

The board reviewed the revised district website that will be on line in August. It has been developed to give clearer communication to students, parents, visitors, and community members.

**High School Curriculum**

The board discussed curriculum needs in the high school. A review of curriculum will be done with the HS principal, Asst. Superintendent for Teaching, Learning, and Accountability, as well as the department chairs. The board emphasized looking at the business curriculum to make sure we are offering courses that will support our mission. Evaluation of curriculum will be an ongoing process that is presented to the BOE on a regular basis.