

Ray-Pec School Board Update
Regular monthly meeting
May 24, 2012

This is a summary of the Ray-Pec Board of Education meeting on May 24, 2012. This is an unofficial record. The official minutes of each board meeting are posted on the district web site at:

<http://www.boarddocs.com/mo/rpsd/Board.nsf/Public>

Enrollment analysis

Enrollment in the Ray-Pec School District will increase between 20 and 100 students each year, and a midpoint forecast of enrollment for 2014-2015 shows the district enrollment exceeding 6,000 students. These are two of the general conclusions shared with the board during an enrollment analysis report from Rob Schwarz, chief executive officer of RSP and Associates of Overland Park, Kan. RSP is a professional planning and educational firm. The board on Jan. 26 approved hiring RSP and Associates to conduct a demographic analysis and enrollment projection report.

Schwarz presented an executive summary to the board. The enrollment projections include low, high and midpoint numbers. Schwarz said that additional maps and documents would be provided to school district administration. Jay Harris, Assistant Superintendent for Administrative Services, said that the information provided by RSP would aid the district in long-range planning for programs and facilities.

The report included analysis of data provided by the school district, the state, Cass County, the cities of Belton, Lake Winnebago, Lee's Summit, Peculiar, and Raymore; the census bureau and ESRI. The report includes maps analyzing current boundaries and residential development and projections for future growth and development.

To review the report presented at the board meeting, go here:

<http://www.raypec.k12.mo.us/DocumentCenter/Home/View/4352>

Elementary Class Size Task Force

Lisa Hatfield, Director of Human Resources, provided a report from the Elementary Class Size Task Force, which began meeting in January 2012. A group of parents and district employees studied information related to the impact of class size on student achievement. In addition, the committee reviewed data from other school districts.

Hatfield shared that the task force used the research to help them formulate a series of recommendations. Here are the task force conclusions:

- We believe that class size is only one factor that determines the level of achievement in a classroom. Class size is based upon the dynamics of the student population; therefore, class sizes may look very differently even within the same grade level at the same building.

- When assigning students to a classroom, a principal should consider teachers' strengths and the academic and behavioral characteristics of students.
- Class sizes in schools that have been designated to receive federal Title funds should be at the lower end of the range.
- The state of the district's budget will always have to be a consideration in class size decisions.
- Guidelines were established using the following guiding principles:
 - Curriculum initiatives must be considered
 - Achievement and demographic data should be considered
 - Kindergarten classes should stay lower due to the extent of "training" that occurs as students enter school
 - We believe that it is important to intervene early in a child's education
 - Physical size/space of a school and its classrooms must be considered

The task force recommends these class sizes by grade level: Kindergarten and first grade, 18-20 students; second grade, 20-24 students; third and fourth grades, 22-26 students; and fifth and sixth grades, 25-28 students.

To review the report that Hatfield presented at the board meeting, go here:

<http://www.raypec.k12.mo.us/DocumentCenter/Home/View/4356>

If you would like to read the documents that the task force reviewed, go here:

<http://www.raypec.k12.mo.us/index.aspx?nid=73>

The task force will reconvene during the 2012-2013 school year to investigate additional practices, such as multi-grade classrooms, related to elementary class sizes. If you are interested in joining the group during the coming school year, please contact Hatfield at: lhatfield@raypec.k12.mo.us.

Action items

Changes on current salary schedule

The board in March approved a one-step salary increase for all staff members for the 2012-2013 school year. The increases were based on the current salary schedule, with the understanding that there were no increases to the base salary or other cells in the salary schedule. Currently, 34 certified employees and three classified employees are at the bottom cell (or top pay) for their salary column. The board on May 24 approved adding one step to each column in the salary schedule. This action will allow those employees to also receive a salary increase.

Transportation renewal for 2012-2013

The board approved renewing the district's transportation contract for 2012-2013 with a 2.5 percent cost increase. This contract is the third year of a three-year contract with Apple Bus Co.

Harris also shared a table comparing transportation costs for districts in the Kansas City area and others across the state. Compared with 27 other school districts, Ray-Pec has the second lowest cost per mile for regular education student transportation.

To read the transportation contract and renewal information, go here:

<http://www.raypec.k12.mo.us/index.aspx?nid=71>

Fire alarm system

The board approved a bid of \$47,850 from Siemens Industry, Inc. for the installation of a new fire panel and equipment at the south high school building. The current system has been in place since the building opened in 1992. In recent years, the system has had problems with sensitivity and false alarms. The district received four bids for the fire alarm system. The low bid of \$44,992 from ACS Electronics was not selected because it did not completely meet the specifications for the project.

Superintendent evaluation

The board approved moving forward with the use of a 360-degree assessment tool to evaluate the superintendent. Board President Kim York said that during closed session, board members identified a list of people they wish to complete the evaluation. In the regular meeting, board members voted 4-1 to proceed with the process.

Information items

Strategic Planning update

Dr. Kevin Daniel, assistant superintendent for Academic Services, provided an update on the strategic planning process. In spring 2011, the district completed the Show-Me Challenge, during which an assessment team conducted interviews with district leaders. The assessment team also conducted brief interviews during "walk-arounds" at all district facilities. Questions covered processes, customer service, use of data, measurement, and other topics that are principles of the Malcolm Baldrige Performance Excellence Model. A summary of those interview results was shared with the assessment team and district leaders in June. The feedback report from the "Show Me Challenge" identified key themes and opportunities for improvement.

Daniel reminded the board that in the fall of 2011, there were meetings with 11 focus groups to identify strengths, weaknesses, threats and opportunities for improvement. Last December, district leaders worked with Raina Knox, president of the Excellence in Missouri Foundation, to review feedback from focus group interviews. The group also began to formulate goals and objectives for a five-year plan.

As a result of that work, the district formed eight District Strategic Planning Goal Teams. The teams began meeting in February to begin to create the framework for a five-year strategic plan.

These are the eight goal themes:

- Student Success

- Communication (Internal/External)
- Workforce Focus
- Leadership/Governance
- Technology
- Fiscal Responsibility Integrated with Strategic Direction
- Performance Management tied to Strategic Direction
- Stakeholder Focus

As part of this work, the district is again revising the mission and vision statements. Daniel said the revised statements will be presented to the board at a future meeting for consideration. Knox is scheduled to meet with goal team leaders in June as work on the strategic plan continues. He noted that although there has been much work to develop the strategic plan, the biggest challenge will be in executing the plan.

Curriculum, Instruction and Assessment Program Review

(Each month, specific departments or programs review their programs for the Board.) Karmin Ricker, Coordinator of Secondary Curriculum and Assessment, presented a report about curriculum, instruction and assessment in the district.

Curriculum is defined as the learning activities and experiences a student has in school. Assessment is the measuring of the knowledge, skills, and demonstration of the curriculum. Instruction is how the curriculum is delivered to students through experiences, activities and practice.

Ricker said that the overall goal of the program is that the district will demonstrate annual academic improvement in local, state and national achievement assessments.

Here are the three ways the district is measuring progress toward that goal:

1. (Local) 3 percent annual growth in reading on the Scholastic Reading Inventory (grades 2-11) and AIMSWeb reading-based measurements (first grade).
2. (State) Exceed state average on Missouri Assessment Program (MAP) and End-of-Course (EOC) exams by 7 percent annually (grades 3-12).
3. (National) Annual improvement of 0.3 percent on the ACT composite score and maintain or exceed a composite score of 23.0 within three years, while testing 80 percent of graduates.

For the first goal, Ricker shared Scholastic Reading Inventory results, showing growth of 9 percent from 2011-2012 when compared to 2010-2011.

For the second goal, Ricker said that MAP results and final EOC results will be available in the fall.

For the third goal, Ricker showed that 267 students took the ACT test for 2011. This represented 75 percent of the class, which was below the 80 percent goal. The composite score of 21.6 also did not meet the desired 0.3 percent improvement. Ricker said that ACT 2012 data will be available in the fall. Preliminary reports indicate that the composite average will be near 22.6, with one more testing session in June. The current data indicates that the 0.3 percent improvement will be achieved. She told about

ACT Princeton Review and Prep Sessions offered at Ray-Pec High School to help students prepare for the ACT.

The district has identified these future goals in the area of curriculum, instruction and assessment:

- Develop and implement K-12 guaranteed and viable curriculum that is aligned with Common Core State Standards and National Standards by 2014-2015.
 - Common Core assessments will be required.
 - International Baccalaureate program in place.
- K-12 Standards Referenced Reporting system fully implemented by 2015-2016.
 - Corresponds to Common Core State Standards.

You may read the entire program review at: <http://www.raypec.k12.mo.us/index.aspx?nid=75>

Program Reviews

The district in September 2011 implemented a new process for presenting program reviews to the school board. Common templates were created to provide a more uniform approach to the reviews, and more emphasis was placed on the review of the program, rather than the board meeting presentation. Presenters were challenged to gather data and write measurable goals tied to the Comprehensive School Improvement Plan. Jay Harris, assistant superintendent for administrative services, told the board that after eight months of using the new format, administrators and presenters met to evaluate the process. As a result, there are some changes to the templates used to create the reviews. Harris also mentioned that the group discussed the possibility of reviewing additional programs or changing the frequency of reporting. Board President Kim York noted that she would like to see financial information included in the program reviews to inform the board on the money spent on particular programs. Harris said that this was being discussed, and that one of the strategic planning goal teams was working to determine a way to measure and report return on investment.

Legislative Update

Rep. Chris Molendorp, R-123, presented a legislative update to the board. He told of the final days of the 2012 legislative session, noting that K-12 public education is the largest expenditure of general funding in the state's budget. He said that the foundation formula, upon which state funding to school districts is based, is almost exactly the same as last year. He said that measures to allow open enrollment and school transfers did not pass. He noted that Senate Bill 576 provides for charter schools under the authority of school boards, and said that funding has remained for Access Missouri scholarships and the A+ program. He also talked about re-districting. Due to population shifts in the state, the legislative boundaries have changed for the upcoming elections. Molendorp will represent just a small portion of the Ray-Pec School District in the future.

Board committee assignments

The board reviewed a list of committee assignments for 2012-2013. Here are the committees and the board member representatives: Policy Review, Joe Anhuis and Maria Davies; Technology, Leo Anderson and Kim York; Comprehensive School Improvement Plan/Strategic Planning, Leo Anderson and Ruth Johnson; District Wellness, Dana Hille and Kyle Gillespie; Missouri School Boards Association delegate, Ruth Johnson; MSBA alternate, Maria Davies; Team Ray-Pec, Kim York and Dana Hille.

Board policies

The board had a first reading of these policies: GBLB – References; GCPB – Resignation of Professional Staff Members; GCPE – Termination of Professional Staff Members; GCPF – Nonrenewal of Professional Staff Members; and GDPB – Resignation of Support Staff Members. Final approval of these policies is planned for the June board meeting. To read these and other school board policies, go here: <http://policy.msbanet.org/raypec/>

Superintendent comments

Superintendent Dr. Jeff Kyle shared information on several topics:

- The Ray-Pec board of education has achieved the Missouri School Boards' Association 2012 Leadership Team Award. Only 11 of Missouri's 523 public school districts earned this award this year. Some of the criteria for the award include: all seven board members have obtained Essential certification from MSBA; at least two board members have attained the Advanced level of certification from MSBA; at least one board member has attained the Master's level of certification; a quorum of the board and superintendent attended MSBA's 2011 Annual Conference; a quorum of the board and superintendent attended either MSBA's 2011 Fall Regional or 2012 Spring Regional meetings; the district was represented at MSBA's 2012 Legislative Forum in Jefferson City; and a representative participated in MSBA's Delegate Assembly. The board will be formally recognized at MSBA's Leadership Summit June 15 in Columbia. Board President Kim York thanked board members for their work and participation to make this achievement possible.
- Board President Kim York and Board Member Ruth Johnson have achieved the Advanced level of certification from MSBA. This means they have earned the Essential certification of 16 hours of board member training, plus an additional 12 credits of training.
- Ray-Pec East Middle School was honored by the Missouri Arts Alliance. Dr. Kyle congratulated Theatre Teacher Pam Schnake and Vocal Music Teacher Shea Twenter for their efforts.
- Ray-Pec High School Student Council received the Missouri Association of Student Council's Gold Award.
- Dr. Kevin Daniel, assistant superintendent for academic services, is now serving on the executive board for the Greater Kansas City Professional Development Network.
- Ray-Pec High School Student Kristen Grantham received fourth place in retail merchandising at the DECA International Conference.
- With the state funding of the foundation formula, Ray-Pec expects to receive approximately \$22,000 in additional state aid in 2012-2013. Dr. Kyle told of some districts that will experience losses of hundreds of thousands of dollars, or large increases.
- The city of Raymore has approved Tax Increment Financing for a new Sam's Club, with a 50 percent tax pass-through for the school district. Dr. Kyle also reported that a Steak-n-Shake is planning to open in Raymore. In addition, Culver's will pay 100 percent of its tax for the school district for the 2010-2011 school year, and then 50 percent for subsequent years.

- He commended Ray-Pec Middle School for its recent musical, “The Music Man.” He also announced that Ray-Pec theatre students were attending the Blue Star Awards ceremony that night (May 24) at Starlight Theatre and would be attending the upcoming Cappies Awards Gala. Ray-Pec has numerous nominees at both awards ceremonies.
- Dr. Kyle reminded the board and meeting attendees of the upcoming Walk for Health on Saturday, June 2. The walk is a fundraiser for the Research Belton Foundation and the Cass County Dental Clinic.
- Dr. Kyle said he enjoyed participating in events at many of the school’s Field Days.

Board members comments

Board member Kyle Gillespie praised graduation, the senior awards ceremony, and the track banquet. Board member Dana Hille said she was pleased with the behavior of the audience at graduation. Board President Kim York said she was impressed with Raymore Elementary Field Day.

Other business

Consent agenda

The board approved the consent agenda, which included the business report, personnel report (hirings, retirements, and resignations), and minutes for the April 16 reorganization meeting, the April 18 Joint Cities meeting, and the April 19 regular monthly Board of Education meeting. The consent agenda also included a banking services contract renewal with UMB, and an athletic trainer services agreement with Research Belton Hospital (now Belton Regional Medical Center). You may view these reports at:

<http://www.boarddocs.com/mo/rpsd/Board.nsf/Public>

Extra-curricular assignments

The board approved extra-curricular assignments and pay for 2012-2013 for coaches, sponsors, and coordinators for district activities and athletics. There are some changes to the extra-duty salary schedule and list of positions. For cheerleading, the freshman coach position was eliminated. The stipend paid to this coach was added to the stipends for the remaining coaches to compensate for the additional duties they will have with the elimination of the freshman coach position. Robotics was added as a high school club. The middle school newspaper was added under the list of yearbook/newspaper sponsors. The stipend for the Peculiar Elementary School yearbook was divided between two staff members who decided to share the position. The total cost for extra-curricular assignments is \$399,020.50. Superintendent Dr. Jeff Kyle said that this is about the same amount as was budgeted in 2011-2012. Board member Dana Hille asked that future consideration be given to the stipend amounts for year-long activities compared to single season activities. For example, she noted that one coach may receive stipends for both the fall and spring season of a sport, while another coach or sponsor may receive one stipend for an activity that spans the school year. To review the list, go here:

[http://www.boarddocs.com/mo/rpsd/Board.nsf/files/8ULQGL690454/\\$file/May%2024%2C%202012.pdf](http://www.boarddocs.com/mo/rpsd/Board.nsf/files/8ULQGL690454/$file/May%2024%2C%202012.pdf)

Summer School staff

The board also approved hiring certified and classified staff for summer school. To see a list of the summer school staff members, go here:

[http://www.boarddocs.com/mo/rpsd/Board.nsf/files/8ULQGL690454/\\$file/May%2024%2C%202012.pdf](http://www.boarddocs.com/mo/rpsd/Board.nsf/files/8ULQGL690454/$file/May%2024%2C%202012.pdf)

Milk and bread quotes

The board approved the bid from Anderson Erickson for milk and dairy products for 2012-2013. The estimated cost is \$23,719.96 per month based on current usage. This bid includes pricing for milk, juice, sour cream, light sour cream, and yogurt. The district also received a bid from Sunnyside Dairy. It was slightly higher (estimate of \$23,943.15 monthly). It was noted that the 16-ounce bottles of milk offered by Sunnyside Dairy do not meet nutritional requirements, while the 12-ounce bottles of milk offered by Anderson Erickson do meet the requirements. In addition, Anderson Erickson can deliver daily, while Sunnyside will only deliver three times weekly.

The board approved a bid from Interstate Brand for bread products for 2012-2013. The estimated cost is \$13,896.55 per month, based on current usage. This bid includes pricing for bread, buns, deli rolls, English muffins and mini buns. The district also received a bid from Sara Lee/Bimbo Bakeries. The bid from Sara Lee/Bimbo was the low bid, with an estimated monthly cost of \$11,400.36 per month. However, it was pointed out that Sara Lee/Bimbo has provided poor service, mini buns are not currently offered by the company, and the wheat bun is not available from the company. Colleen Johnston, director of child nutrition, said the district has received "exceptional service" from Interstate Brands.

Updates

- Board budget work session, 4 p.m. Tuesday, May 29.
- MSBA Leadership Summit , June 15-16 in Columbia.
- Board of Education Retreat, June 19 in the library of the former Freshman Center
- Regular Board meeting, 6 p.m. for closed session and 7 p.m. for open session, June 28.
- The Missouri School Boards Association Fall Conference is scheduled for Sept. 27-30 at Tan-Tar-A resort.