



Webster Groves School District  
Special/Workshop Meeting of  
The Board of Education  
Monday, August 27, 2012, 7:00 P.M.

Central Office  
400 East Lockwood  
St. Louis, Missouri 63119

CALL TO ORDER

A special/workshop meeting of the Board of Education was called to order at 7:00 p.m., Monday, August 27, 2012, by its president, Amy O'Brien. The following members were present:

Amy O'Brien	President
David Addison	
Mike Kearney	
Steve Loher	
Emerson Smith	

Also present were:

Sarah Booth Riss	Superintendent
Diane Moore	Assistant Superintendent-COO
John Simpson	Assistant Superintendent-Curriculum & Instruction
Linda Holliday	Human Resources Consultant
John M. Thomas	Director-Student Services
Cathy Vespereny	Director-Community Relations
Doug Copeland	Attorney
Katie Brookes	Secretary

PLEDGE OF  
ALLEGIANCE

Ms. O'Brien called for and led the Pledge of Allegiance to the flag prior to beginning the meeting.

AGENDA

Mr. Kearney moved, seconded by Mr. Loher, to approve the agenda as presented. The motion carried 5-0.

MOTION TO RECESS  
INTO CLOSED  
SESSION

Mr. Loher moved, seconded by Mr. Kearney, to recess into closed session at 7:00 p.m. for the purpose of discussing Litigation [Sec.610.201(1) RS MO.], Personnel [Sec. 610.021(3) RS Mo.], and a student matter [Sec.610.021(6)RS Mo]  
Ms. O'Brien, yes; Mr. Smith, yes; Mr. Addison, yes; Mr. Kearney, yes, and Mr. Loher, yes. The motion carried 5-0.

RECONVENE OPEN  
MEETING

The open meeting was reconvened at 7:58 p.m.

PUBLIC COMMENTS    There were no public comments.

#### COMMUNICATION/INFORMATION

BOE WRITTEN COMMUNICATION PROTOCOL    Ms. O'Brien opened a discussion of the Board of Education Communication Guidelines. The guidelines were created to ensure that concerns communicated in writing or by email to board members are addressed in an efficient and effective manner. Board members discussed and agreed to the guidelines.

#### REPORTS FROM THE SUPERINTENDENT AND STAFF

BUILDING UPDATE    Dr. Moore shared a building update. She noted the success of the open house for the high school addition and that the work was completed on time and under budget. Bond issue money remains, and she will share proposed plans for the future later this year. Roofing needs may use the remainder of the bond issue money, along with possible central air conditioning in the east wing of the high school.

Dr. Moore also noted the renovation work done over the summer at Steger resulting in a new office and a relocated classroom. Edgar Road and Avery added instructional space in their libraries. There is now an assistant principal's office on the first, second, and third floors at the high school.

The first Revenue Committee meeting will take place Tuesday, September 4, and the first Facilities Committee meeting will take place Thursday, September 6.

PRESENTATION OF RESOLUTION FOR BRIDGE LOAN WITH PNC BANK    Dr. Moore then presented the resolution for a bridge loan with PNC Bank. Every school year the district must borrow money to meet financial obligations until St. Louis County distributes property tax receipts. The district negotiated an agreement with PNC to borrow \$2.5 million at a fixed interest rate of 2% on an as-needed basis. The district will only pay interest on the amount of funds needed to meet financial obligations. There is a \$3,000 cap for legal services needed to develop the appropriate paperwork for the advance funding, and there is no penalty for prepaying the obligation. The maturity date for the loan will be February 2013.

Approval of this resolution is included on the consent agenda.

POLICY  
SUBCOMMITTEE  
REPORT

Ms. O'Brien pointed out the notes and recommendations from the BOE Policy Subcommittee. These revisions will be submitted for approval at the September 10, 2012, meeting. Board members requested clarification of due process requirements in connection with policy GCPB, Resignation of Professional Staff Members, and Mr. Copeland provided an interpretation of the policy.

COMMUNICATIONS  
PLAN DISCUSSION

Ms. Vespereny shared the 2012-2013 Communications Plan for the district. The plan includes further development of electronic communications such as email newsletters containing links to obtain additional information about specific topics. Based on feedback from surveys and PTO leaders, email is the preferred method of communication from the district.

Board members discussed additional avenues of external communication, additional changes being planned for the district web site, and the importance of well crafted surveys.

OPENING OF YEAR  
2012-13 UPDATE

Dr. Riss provided an update on the opening of the 2012-2013 school year. She stated enrollment is up about 1% over last year. She also thanked the PDC for the success of the opening day for teachers event. Other notable points included the focus on The Art and Science of Teaching, the high school ribbon-cutting open house, the outstanding efforts over the summer of the maintenance and custodial staff, the hard work of the technology staff, the new district logo and Our Schools publication, professional development on the new district web site, and the handling of residency issues. Overall, the school year is off to a great start.

PUBLIC COMMENTS

There were no public comments.

- CONSENT AGENDA Mr. Loher moved, seconded by Mr. Smith, that the consent agenda be approved:
- 012a Minutes of August 6, 2012 special/dialogue with administrators
- Payment of bills:
- 012b Monthly Expenditure Report: June \$3,734,123.42
  - 012c Activity Account: June \$103,220.41
  - 012d Cash Flow Report: June
  - 012e Monthly Expenditure Report: July \$1,826,630.50
  - 012f Activity Account: July \$59,387.95
  - 012g Cash Flow Report: July 2012
  - 012h Approve Personnel Report
  - 012i Approve Superintendent Goals with Changes
  - 012j Approve Resolution for Bridge Loan with PNC Bank

The motion carried 5-0.

- MOTION TO RECESS INTO CLOSED SESSION Mr. Loher moved, seconded by Mr. Addison, to recess into closed session at 8:35 p.m. for the purpose of discussing Litigation [Sec.610.201(1) RS MO.] and a Student Matter [Sec. 610.021(6) RS Mo]. Ms. O'Brien, yes; Mr. Smith, yes; Mr. Addison, yes; Mr. Kearney, yes, and Mr. Loher, yes. The motion carried 5-0.

- RECONVENE OPEN MEETING The open meeting was reconvened at 8:45 p.m.

- ADJOURNMENT There being no further business, Mr. Addison moved, seconded by Mr. Loher, to adjourn the meeting at 8:45 p.m. The motion carried 5-0.

---

President

---

Secretary