

The Board of Education met in regular session Tuesday, March 13, 2012, at 6:00 p.m. in the Board Room at the Board of Education Office, 201 North Forest Avenue, Independence, Missouri.

Members Present: Mr. Ken Johnston, President  
Mrs. Ann Franklin, Vice President  
Mrs. Jana Waits, Treasurer  
Mr. Blake Roberson, Director  
Dr. Matt Mallinson, Director  
Mrs. Jill Esry, Director  
Mrs. Denise Fears, Director

Also Present: Dr. Jim Hinson, Superintendent  
Dr. Dale Herl, Mr. Dred Scott, Dr. Gary Hogue, Dr. Beth Savidge, Dr. Jason Dial, Dr. Linda Gray-Smith, Dr. Gloria Stephenson, Ms. Cindy Konomos, Mr. Bob Robinson, Mrs. Nancy Lewis, INEA, PTA, Ms. Kelly Evenson of *The Examiner*, interested patrons and staff, and Mrs. Annette Miller.

A moment of silence was observed for children that have been victims of child abuse or neglect.

The meeting was called to order by the President, Mr. Ken Johnston, and minutes of the meeting were recorded by the secretary, Mrs. Annette Miller. Mr. Johnston welcomed students from area colleges/universities that were in attendance.

Blake Roberson made the motion to approve the March 13, 2012 Agenda as presented. The motion was seconded by Jana Waits and unanimously approved by the Board of Education.

Jana Waits made the motion to approve the March 13, 2012 Consent Agenda as printed.

1. Minutes – February 14, 2012 - Regular session.
2. Approval of March 13, 2012 List of Bills totaling \$7,660,873.06
3. Personnel Recommendation #15
  - A. Request to Assume Retirement Status Effective End of the 2011-2012 School Year.
    1. Mary Smead, Elementary/Bryant Elementary School
    2. Tara Ruhlman, Business/Truman High School
  - B. Resignation of Certificated Staff Effective End of 2011-2012 School Year.
    1. Pam Temple, Elementary/Sugar Creek Elementary School
    2. Tina Phillips, Family and Consumer Science/Truman High School
    3. Candace Cameron, Special Education/Van Horn High School
    4. Robert Colbert, Special Education/Van Horn High School
    5. Rebecca Tilley, Social Studies/George Caleb Bingham Middle School
    6. Michelle Paulsen, Elementary/Three Trails Elementary School
    7. Christina McEntee, Special Education/Bryant Elementary School
    8. Carrie Shatto, Elementary/Bryant Elementary School
    9. William Brooks, SLC Coordinator/Truman and William Chrisman High Schools
    10. Stephanie Clevenger, Special Services/Nowlin Middle School
    11. Jonathan Krinke, Vocal Music/Truman High School
    12. Katie Schmidt, Speech and Drama/Nowlin Middle School
  - C. Employment of Certificated Staff for the 2011-2012 School Year.
    1. Amie Hefta, Special Education/Three Trails and Glendale Elementary Schools
4. Approval to Let Bids for Repairs at Nowlin Middle School.
5. Approval of Consignment Agreement with Central States Bus Sales.
6. Approval of Preliminary Budget for Ordering 2012-2013 Supplies.

The motion was seconded by Denise Fears and unanimously approved by the Board of Education.

Dr. Hinson explained that the bills list, minutes, and personnel recommendations were normal. He said additional items included letting bids for repairs at Nowlin Middle School, a consignment agreement for the Transportation Department to maintain repair equipment with Central States Bus Sales, and ordering supplies for the 2012-2013 school year.

Dr. Hinson stated that through the District's Health and Wellness Program a weight loss challenge was taking place throughout the District and so far a total weight loss is 3,361 pounds. He said that Spring break has started and the weather is cooperating. The State Legislature is on break now but lots of Bills have been introduced. Of these, a lot will not pass or even make it to a committee this session. It will be interesting to watch after their break ends to see what might occur. A number of the Bills are inappropriate and not in the best interest for public school staff or students. The Cooperating School Districts' legislative update meeting is scheduled for tomorrow night, Wednesday, March 14.

Items on the Agenda under New Business included information for the Board of Education's consideration.

Blake Roberson made the motion that the Board of Education approves this as the second and final reading of changes to Board of Education Policies 0320, 2710, 2770 4120, and 4650. The motion was seconded by Ann Franklin and unanimously approved by the Board of Education. (Pages 10531-10544)

The motion was made by Jill Esry that the Board of Education approves the letting of bids for microfilm conversion and microfilm search software. The motion was seconded by Jana Waits and unanimously approved by the Board of Education. This will allow the District to convert a number of documents, including student records, into an electronic format for storage and search availability.

Denise Fears made the motion that the Board of Education approves the letting of bids for playground equipment and fall zones at Hanthorn School and the new East Elementary School. Jana Waits seconded the motion which was unanimously approved by the Board of Education.

Dr. Hinson stated that the last major project from the \$85 million Bond Issue was presented in order to start the construction of the new West Elementary School. These projects have come in under cost so far. He said that all of our schools will open at capacity this Fall.

Matt Mallinson made the motion that the Board of Education accept the bid from the contractors, as presented, for the construction of the new West Elementary School totaling \$10,762,243.00. Jill Esry seconded the motion which was unanimously approved by the Board of Education.

Dr. Hinson said the Administration will officially propose boundary changes at the April Board of Education meeting. There will be two changes proposed: one for 2012-13 year and one for 2013-14 year. The first boundary change will be effective for the District's attendance areas east of Noland Road and the second one is for areas west of Noland Road. Meetings will be held at Spring Branch and Blackburn Elementary Schools week after next. Enrollment for the new East Elementary School will start small in order to accommodate future growth. Grandfathering of students may be approved depending on the parent's decision. The District will not provide transportation for students if they live in a different attendance area. The final boundary maps will be shared in the next two weeks and then necessary changes will be made and brought to the Board of Education in April. A time frame for parents to notify the District that they will stay in the current school or move to the new school will be set. This will allow for buildings to do their staffing plans for the new school year. The boundary changes will not impact the high school attendance areas. Students from the new East Elementary School will attend George Caleb Bingham Middle School. The District will continue to work through the boundary change process with staff, parents, and community.

Bob Robinson reported that the following Bond Issue projects are still in progress. Demolition of the overhead parking area on the East side of the Ennovation Center (by the Facilities Department) is 90% complete; roof replacement work is 90% done at Sycamore Hills, Procter, and Blackburn Elementary Schools; roof work at Santa Fe Trail Elementary School and Nowlin Middle School will start a little later; and the East Elementary roofing and floor slabs are completed, face brick work is almost complete, HVAC units are operational and running, and interior painting has started. An Open House is tentatively scheduled for June for the East Elementary School. Mr. Robinson thanked the Board of Education for approving the construction motion for the West Elementary School so work can get started with a completion date of July 2013. The engineering has been completed for the replacement of 110 unit ventilators at the Independence Academy; the replacement unit ventilators and all the replacement coils have been delivered, the new rooftop unit for the gym will arrive the week of March 12, work is scheduled to begin the week of March 12, and completion is scheduled for August 1.

**ORGANIZATION, PHILOSOPHY AND GOALS****Policy 0320  
(Regulation 0320)****School Board Organization****School Board Elections and Term**

The governance and control of The School District of the City of Independence shall be vested in a board of seven (7) directors elected by the qualified voters of the District as provided in the Revised Statutes of Missouri (RSMo).

The qualified voters of the School District shall biennially, on the first Tuesday after the first Monday of April, elect two (2) directors for terms of six (6) years, except, effective for Board elections beginning in April of 1994, and each six years thereafter, when three (3) directors shall be elected for terms of six (6) years.

Elections shall be conducted in accordance with all provisions of state law. An election shall not be held if the number of candidates who have filed for the Board is equal to the number or positions available.

**Qualified Voters in the School District**

An individual must be a registered voter in order to vote in a school election. In order to vote, a person must be eighteen (18) years of age or older, must be a citizen of the United States, and must reside in the School District thirty (30) days.

**Candidate Qualification - Method of Filing**

*Qualifications for candidacy* – Must be a citizen of the United States; must be a registered voter living in the School District; must have resided in the State of Missouri for one year preceding his/her election; and must be at least twenty-four (24) years of age.

No person may be a candidate for a position on the Board if such person is registered as a sex offender or is required to be registered as a sex offender under state law. Any Board member who is likewise required to register or who is registered as a sex offender under state law will immediately be requested by the Board to resign from the Board. Should such Board member refuse to resign, the member will be ineligible to serve as a Board member at the end of his/her term.

*Nomination by Petition* – Persons interested in filing for school board election are required to file with the Secretary of the Board of Education a petition with at least one hundred (100) signatures of qualified registered voters of the School District of Independence.

Qualified applicants for the Board may file for office beginning at 8:00 am in the Superintendent's office commencing on the sixteenth (16<sup>th</sup>) Tuesday prior to the election and ending at 5:00 pm on the eleventh (11<sup>th</sup>) Tuesday before the election.

**Policy 0320**  
**(Regulation 0320)**  
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The candidate shall declare his/her intent to become a candidate, in person and in writing, to the secretary of the Board of Education. Applicants must obtain a Declaration of Candidacy and petition forms from the Secretary of the Board after a date and time determined by the Board. The form of each document will be approved by the Board and no substitutions or incomplete forms will be acceptable. All petitions must be initialed by the Board Secretary.

Petitions properly completed must be filed with the Board Secretary. The Board Secretary will indicate time and date of filing on each petition received. The petitions will be forwarded to the Jackson County Board of Election Commissioners for determination of the validity of the signatures and residence in the school district. A random drawing for the order in which names shall appear on the ballot will be conducted for candidates who file a declaration of candidacy on the first day of filing. The names of the candidates filing after the first day will be listed on the ballot in the order in which valid petitions are received by the Board Secretary.

Any candidate whose petition is determined to be deficient shall be notified by the Board Secretary and shall be allowed to cure said deficiency during any time remaining before the closing date of filing. Petitions found to be invalid may not be amended to preserve order of listing on the ballot.

*Certification* - Applicants with petitions found to be in order with the proper number of valid signatures will be certified as a candidate for election by the Secretary of the Board of Education of the School District of Independence. The Secretary of the Board of Education will certify the candidates and their order on the ballot at the Board of Education office, at a special meeting to be scheduled prior to the first board meeting after the filing deadline. Candidates and others are invited to attend this special meeting. The notice of election and certification of candidates must be submitted to the county clerk by the tenth Tuesday prior to the election.

All names shall appear in the same form in which the candidate is registered to vote, except that: prefixes and suffixes which represent titles or degrees shall not be used; the following exceptions, when certified by the candidate as a necessary means of identification, may be allowed: commonly used nicknames; or commonly used abbreviations. The Board of Election Commissioners, in its discretion, may review the necessity of such identification after providing notice to the candidate.

*Withdrawal* - A candidate who files and then decides to withdraw from the candidacy may submit to the Board Secretary written notice of intent to withdraw from the election at any time before the Board of Education has convened to vote to approve the notice of election and sample ballot. Any withdrawals after this date will require Court approval pursuant to Missouri Revised Statute 115.127.

*Prevailing laws* - Candidates must comply with all of the prevailing laws concerning elections, eligibility and campaign financing.

**Policy 0320**  
**(Regulation 0320)**  
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*Oath of Office* - Each newly elected or appointed director shall qualify and take his/her oath of office in the manner prescribed by law and according to Policy 0330.

**REV. 3/12**

**STUDENTS****Policy 2710**  
**(Regulation 2710)****Student Welfare****Reporting Student Abuse**

The Board of Education believes that school staff members are in a unique position to assist children, families, and the community in dealing with the issue of child abuse and neglect.

Child abuse is defined as any physical injury, sexual abuse, or emotional abuse inflicted on a child other than by accidental means.

Neglect is defined as the failure to provide the proper or necessary support, education, nutrition or medical, surgical or other care necessary for the child's well being.

If a student reports alleged sexual misconduct on the part of a teacher or school employee to a school employee, such employee and the Superintendent shall forward the information within twenty-four hours of receiving the information to the Children's Division. The District will investigate the allegation for the purpose of making decisions about the accused person's employment.

However, if the report of alleged sexual abuse is received from someone other than a student, a report will be made to the Children's Division if a District administrator has reason to believe that a child has been or is likely to be abused or neglected.

Any school district employee, acting in good faith, who reports alleged sexual misconduct on the part of a school employee will not be disciplined or discriminated against because of such reporting.

The District will annually provide employee training, which will include but not be limited to current information concerning identification of the signs of sexual abuse in children as well as the identification of the danger signals of potentially abusive relationships between children and adults. This training will emphasize the importance of mandatory child abuse reporting, including the obligation to report suspected abuse by other mandated reporters. Employees will receive training on the need for and methods to create an atmosphere of trust so that students believe their school and school employees are available to discuss matters concerning abusive behavior.

**REV. 3/12**

**STUDENTS****Policy 2770****Student Welfare****Seclusion and Restraint****Purpose**

It is the purpose of this policy to:

- Meet the requirements of RSMo 160.263.
- Promote safety and prevent harm to all students, school personnel and visitors in the school district.
- Treat all students with dignity and respect in the use of discipline and behavior-management techniques.
- Provide school personnel with clear guidelines about the use of seclusion, isolation and restraint on school district property or at any school district function or event.
- Promote retention of teachers and other school personnel by addressing student behavior in an appropriate and safe manner.
- Promote parent understanding about state guidelines and district policies related to the use of discipline, behavior management, behavior interventions and responses to emergency situations.
- Promote the use of non-aversive behavioral interventions.

**Definitions:**

**“Authorized School Personnel”** means school personnel who have received annual training in:

- De-escalation practices,
- Appropriate use of physical restraint,
- Professionally-accepted practices in physical management and use of restraints,
- Methods to explain the use of restraint to the student who is to be restrained and to the individual’s family,
- Appropriate use of isolation,
- Appropriate use of seclusion, and
- Information on the policy and appropriate documentation and notification procedures.

**“Assistive technology device”** means any item, piece of equipment or product system that is used to increase, maintain or improve the functional capacities of a child with a disability.

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**“Aversive behavioral interventions”** means an intervention that is intended to induce pain or discomfort to a student for the purpose of eliminating or reducing maladaptive behaviors, including such interventions as: contingent application of noxious, painful, intrusive stimuli or activities; any form of noxious, painful or intrusive spray, inhalant or tastes; or other stimuli or actions similar to the interventions described above. The term does not include such interventions as voice control, limited to loud, firm commands; time-limited ignoring of a specific behavior; token fines as part of a token economy system; brief physical prompts to interrupt or prevent a specific behavior; interventions medically necessary for the treatment or protection of the student. Corporal punishment administered in accordance with state law is not an aversive intervention for the purpose of this policy.

**“Behavior Intervention Plan (BIP)”** sets forth specific behavior interventions for a specific student who displays chronic patterns of problem behavior.

**“Chemical restraint”** means the administration of a drug or medication to manage a student’s behavior that is *not* a standard treatment and dosage for the student’s medical condition.

**“Emergency situation”** is one in which a student’s behavior poses a serious, probable threat of imminent physical harm to self or others or destruction of property.

**“Functional Behavior Assessment”** a formal assessment to identify the function or purpose the behavior serves for the student so that classroom interventions and behavior support plans can be developed to improve behavior. The assessment could include observations and charting of the behavior and interviews with family, teachers, and the student, so as to determine the frequency, antecedent and response of the targeted behavior.

**“IEP”** means a student’s Individualized Education Program as defined by the Individuals with Disabilities Education Act (IDEA).

**“Isolation”** means the confinement of a student alone in an enclosed space without locking hardware. Isolation also includes the confinement of a student alone in a room with a staff engaged locking system where the student is constantly attended and supervised by district employees through a window or other viewing device, but only in accordance with a student’s IEP, Section 504 plan, or other agreed-upon plan to address a student’s behavior. Isolation does not include supervised in-school suspension, detention or timeout/time away used as disciplinary consequences in accordance with the district’s student discipline code.

**“Law enforcement officer”** means any public servant having both the power and duty to make arrests for violations of the laws of this state.

**“Locking hardware”** means mechanical, electrical or other material devices used to lock a door or to prevent egress from a confined area.

**“Mechanical restraint”** means a device or physical object that the student cannot easily remove that restricts a student’s freedom of movement of or normal access to a portion of his or her



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body. This includes but is not limited to straps, duct tape, cords or garments. The term does not include assistive technology devices.

**“Physical escort”** means the temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student who is acting out or eloping to walk to a safe location.

**“Physical restraint”** means the use of person-to-person physical contact to restrict the free movement of all or a portion of a student’s body. It does not include briefly holding or hugging a student without undo force for instructional or other purposes, briefly holding a student to calm them, taking a student’s hand to transport them for safety purposes, physical escort or intervening in a fight.

**“School personnel”** means

- o Employees of a local board of education.
- o Any person, paid or unpaid, working on school grounds in an official capacity.
- o Any person working at a school function under a contract or written agreement with the school system to provide educational or related services to students.
- o Any person working on school grounds or at a school function for another agency providing educational or related services to students.

**“Seclusion”** means the confinement of a student alone in an enclosed space from which the student is physically prevented from leaving by locking hardware. Seclusion does not include situations where a student is alone in a locked room if the student is constantly attended and supervised by district employees through a window or other viewing device.

**“Section 504 Plan”** means a student’s individualized plan developed by the student’s Section 504 multidisciplinary team after a pre-placement evaluation finding the student is disabled within the meaning of Section 504 and its implementing regulations.

**“Time out”** means brief removal from sources of reinforcement within instructional contexts that does not meet the definition of seclusion or isolation. Time out includes both of the following:

- a) Non-exclusionary time out: removal of reinforcers from the student without changing the physical location of the student (e.g., asking the student to put his/her head down on the desk); and
- b) Exclusionary time-out: removal of the student from participation in an activity or removal from the instructional area.

**Use of Restrictive Behavioral Interventions:**

- **Time-Out**

Nothing in this policy is intended to prohibit the use of time-out as defined in this section.

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- **Seclusion**

Seclusion as defined in this policy is prohibited except for an emergency situation while awaiting the arrival of law enforcement personnel as provided for in RSMo 160.263.

- **Isolation**

Isolation, as defined in this policy, may only be used by authorized school personnel, as defined in this policy:

- After de-escalating procedures have failed;
- In an emergency situation as defined in this section; or
- As specified in a student's Individualized Education Program (IEP), Section 504 plan, or other parentally agreed-upon plan to address a student behavior.

Use of isolation requires all of the following:

- The student to be monitored by an adult in close proximity who is able to see and hear the student at all times. Monitoring shall be face-to-face unless personal safety of the child or staff member is significantly compromised, in which case technology-supported monitoring may be utilized.
- The total time in isolation is to be reasonably calculated by District personnel on a case-by-case basis based on the age of the child and circumstances, and is not to exceed 40 minutes without a reassessment of the situation and consultation with parents and/or administrative staff, unless otherwise specified in an IEP or Section 504 Plan or other parentally agreed-upon plan to address a student's behavior.
- The space in which the student is placed should be a normal-sized meeting or classroom commonly found in a school setting.
- The space in which the student is confined is comparable in lighting, ventilation, heating, cooling, and ceiling height to those systems that are in use in other places in the school.
- The space in which the student is placed must be free of objects that could cause harm.

Isolation shall never be used as a form of punishment or for the convenience of school personnel.

- **Physical Restraint**

Physical restraint shall only be used in one of the three circumstances below:

- In an emergency situation as defined in this policy;
- When less restrictive measures have not effectively de-escalated the situation; or
- When otherwise specified in an IEP, Section 504 Plan or other parentally agreed-upon-plan to address a student's behavior.

Physical restraint shall:

- Only be used by authorized school personnel as defined in this policy.
- Only be used for as long as necessary to resolve the actual risk of danger or harm that warranted the use of the physical restraint;

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- Use no more than the degree of force necessary to protect the student or other persons from imminent physical harm [or to protect property];
- Not place pressure or weight on the chest, lungs, sternum, diaphragm, back, neck or throat of the student which restricts breathing; and
- Only be done by school personnel trained in the proper use of restraint.

Any school personnel using physical restraint shall:

- Use only methods of restraint in which the person has received district approved training.
- Conduct restraint with at least one additional adult present and in line of sight, unless other school personnel are not immediately available due to the unforeseeable nature of the an emergency situation.

Physical restraints should never be used as a form of punishment or for the convenience of school personnel.

- **Mechanical Restraint**

Mechanical restraint shall only be used as specified in a student's IEP, Section 504 plan, or other parentally agreed-upon plan to address a student's behavior with two exceptions:

- Vehicle safety restraints shall be used according to state and federal regulations.
- Mechanical restraints employed by law enforcement officers in school settings should be used in accordance with law enforcement policies and procedures and appropriate professional standards.

- **Chemical Restraint**

Chemical restraints shall never be used by school personnel.

Aversive interventions that compromise health and safety shall never be used by school personnel.

### **Communication and Training**

- **School Personnel Meeting**

Following any situation involving the use of seclusion, isolation or restraint, as defined in this policy, a meeting shall occur as soon as possible but no later than two (2) school days after the emergency situation.

The meeting shall include, at a minimum, a discussion of the events that led to the emergency and why the de-escalation efforts were not effective; any trauma reactions on the part of the student, other students or school personnel; what, if anything, could have been done differently; and an evaluation of the process.

- **Parental Notification**

Except as otherwise specified in a student's IEP, Section 504 plan or other parentally agreed-upon plan to address the student's behaviors:

- Following a situation involving the use of seclusion, isolation or restraint, the parent or guardian of the student shall be notified through verbal or electronic means of the incident as soon as possible, but no later than the end of the day of the incident, unless circumstances render it unreasonable or impossible to notify the parent or guardian by the end of the day in which case the parent or guardian shall be notified through verbal or electronic means of the incident no later than noon of the next day.
- The parent or guardian shall receive a written report of the emergency situation within five (5) school days of the incident. The written incident report shall include all of the following:
  - Date, time of day, location, duration, and description of the incident and de-escalation interventions.
  - Event(s) that led up to the incident.
  - Nature and extent of any injury to the student.
  - Name of a school employee the parent or guardian can contact regarding the incident, and contact information for that employee.

- **Staff Training**

School districts shall ensure that all school personnel are trained annually regarding the policy and procedures involving the use of seclusion, isolation and restraint.

**Students with Disabilities**

The foregoing policy applies to all students. However, if the IEP or multi-disciplinary team determines that a form of restraint or isolation or aversive behavior intervention may be appropriate in certain identified and limited situations, the team may set forth the conditions and procedures in the IEP or Section 504 plan. Any use of restraint, isolation or aversive behavior interventions must be limited to what is set forth in the IEP or Section 504 plan unless otherwise provided for in this policy. Before adding the use of restraint, isolation or aversive behavior interventions to an IEP or Section 504 plan, the student must have undergone appropriate assessments to include, but not limited to, a formal functional behavior assessment and a positive behavior intervention plan must be developed, which indicates a plan to eliminate the use of the restraint, isolation or aversive behavior intervention over time.

**Reports on Use of Seclusion, Isolation, Restraint or Aversive Behavior Interventions**

Districts shall maintain records documenting the use of seclusion, isolation, and restraint showing each of the following: when they were used, reason for use, duration of use, names of school personnel involved, whether students or school personnel were injured, name and age of the student, whether the student has an IEP, Section 504 plan, Behavior Intervention Plan (BIP) or other personal safety plan, when the parents were notified, if the student was disciplined, and any other documentation required by federal or state law.

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**Applicability of this Policy**

This policy applies to all district school personnel. School personnel assigned to programs not located on district premises (hospitals, detention centers, juvenile facilities, and mental health facilities) shall follow the policy and procedure of the facility/program where they work.

**REV. 3/12**

**PERSONNEL SERVICES****Policy 4120  
(Regulation 4120)  
(Form 4120)****Employment****Employment Procedures**

The Board of Education, upon recommendation of the Superintendent, votes on the employment of all staff members. In approving applicants the Board will be guided by the desire to obtain individuals committed to providing the highest quality education for the District's students. For Title I staff qualifications and hiring, refer to Policy and Regulation 1621 – Title I.

No person will be employed by the Board until the District obtains a clear criminal records check and a clear check of the Child Abuse/Neglect Registry maintained by the Missouri Department of Social Services. Similarly, all persons employed by outside vendors/contractors who will have contact with students will be required to successfully undergo a criminal records and a clear check of the Child Abuse/Neglect Registry prior to contact with students. Such background checks will be performed at the vendors/contractors' expense and will, upon request, be shared with the District. All finalists for an employment position will be required to sign a release of liability authorizing prior employers, including school districts, to furnish any information about the applicant and the applicant's work performance, including but not limited to discipline records and performance evaluations. The administration may also conduct random background checks after employment. Failure to check references and prior employment for new hires prior to their start date may result in disciplinary action up to and including suspension without pay.

As part of the criminal records check, any person employed after January 1, 2005, shall submit two sets of fingerprints to be used by the Missouri Highway Patrol and the Federal Bureau of Investigation. The fingerprints shall be collected pursuant to standards determined by the Missouri Highway Patrol.

All vacancies should be posted for a minimum of ten (10) school days before the Superintendent may recommend a qualified applicant to the Board for employment. In an emergency situation the Superintendent may temporarily employ an applicant prior to the expiration of the posting. The temporary applicant may be considered along with other applicants for the position after the ten days. However, in order to hire a Board member's spouse, the position must have been advertised. (Refer to Policy 0342 – Nepotism, Conflict of Interest and Financial Disclosure.)

The Superintendent or designee is the person who shall respond to requests from potential employers for information regarding a former District employee. The information the District will provide is title, position, length of employment, whether the employee was terminated or resigned, and whether the District would re-hire the employee.

Additionally, when requests for information regarding a former employee against whom allegations of sexual misconduct involving a student have resulted in the employee being terminated or resigning in lieu of termination or allegations of sexual misconduct have been substantiated by Children's Division, the Superintendent or designee shall disclose the

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allegations of sexual misconduct and the findings of a Children's Division investigation when responding to requests for information to a potential public school employer .

Any school district employee who is permitted to respond to requests for information and acting in good faith reports authorized information as provided in this policy or in good faith reports alleged sexual misconduct on the part of a District employee will not be disciplined or discriminated against because of such report.

This foregoing policy is intended to comply with the Amy Hestir Student Protection Act, Senate Bill 54, including section 162.068 RSMo. The District shall provide notice of this policy to all current employees and to all potential employers who contact the District regarding the possible employment of a District employee.

**REV. 3/12**

**PERSONNEL SERVICES****Policy 4650**  
**(Regulation 4650)****Performance Evaluation****Communication with Students by Electronic Media**

Employee personal communication with students in all forms including oral and nonverbal shall be professional and respectful and consistent with Board policy. All communications between teachers and students should be consistent with a teacher-student relationship. Communication shall be deemed to be inappropriate if such communication is sexual in nature is sexually suggestive, suggests romantic activity with student or students, occurs at an inappropriate time or place, or is otherwise inconsistent with Board policy. Violation of this provision will result in disciplinary action up to and including dismissal.

NEW 3/12



There being no further information to come before the Board; Jill Esry made the motion, second by Jana Waits, to adjourn the meeting and go into executive session for legal, real estate, and personnel issues at 6:22 p.m. The motion was approved as follows:

Ayes: Ken Johnston  
Ann Franklin  
Jana Waits  
Blake Roberson  
Matt Mallinson  
Jill Esry  
Denise Fears

Absent:

*C. Annette Miller*

Secretary

*Ken Johnston*

President