

Western School Corporation

Russiaville, IN 46979

December 16, 2008

Minutes of the regular meeting of the Western School Board of Trustees held on Tuesday, December 16, 2008 at 6:00 p.m.

Members Present: Harry Kenworthy, Jon Marley, Mike Koloszar, Linda Singer, and J. Conrad Maugans.

Members Absent: Jeff Davidson, and Don Wells.

Others Present: Dick Taylor, Pat Grzesiak, Pam Carter, Randy McCracken, Abby Rodgers, Peter O'Rourke, Dwight Singer, Ann Bradshaw, Scott McMinn, and Eric Frey.

Mr. Marley opened the meeting with prayer and Mr. Maugans led the Pledge of Allegiance.

Item #1 – Opening of the Meeting

Mr. Maugans called the meeting to order at 6:00 p.m.

Item #2- Approval of the Agenda

Dr. O'Rourke indicated that he would like to amend the agenda by adding additional items under the Superintendent's Report, Personnel, and Professional Development. Mr. Marley made a motion to approve the agenda as amended. Mr. Koloszar seconded the motion which passed 5-0.

Item #3 – Approval of the Minutes

Mrs. Singer made a motion to approve the minutes of the November 15, 2008 special meeting and the minutes of the November 18, 2008 regular meeting. Mr. Koloszar seconded the motion which passed 5-0.

Item #4 – Opportunity for Public Comment

Mrs. Ann Bradshaw spoke on behalf of Mr. Joe Orr.

Item #5 – Reports

- a. Director of Finance: Mrs. Carter gave the following report:

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 12/16/08

Bank Balance

CB - Checking Account Balance 11/01/08	\$5603195.42
Non-Revenue Receipts	373,208.73
MTD Revenue	2,195,183.41
Disbursements from Clearing Accounts	371,859.04
MTD Disbursements	<u>1,666,854.84</u>
Checking Account Balance 11/30/08	\$6,132,873.68
Total Depository Balance 11/30/08	\$6,132,873.68

Vendor Claims Submitted For Approval

#54264 – 54298 of 11/19/08 – 11/30/08	\$455,802.85
#54299 – 54489 of 12/01/08 – 12/16/08	<u>\$1,114,978.93</u>
TOTAL:	\$1,570,781.78

Payroll Claims Submitted for Approval

#9 of 11/07/08	\$449,804.24
#10 of 11/14/08	\$208,493.00
#11 of 11/21/08	<u>\$453,121.82</u>
TOTAL:	\$1,111,419.06

 Interest on Checking 01/01/08 to 11/30/08 \$116,870.68

pc

Mr. Marley made a motion to approve the Treasurer's report and claim docket. Mrs. Singer seconded the motion which passed 5-0.

b. Director Of Maintenance: Mr. Grzesiak submitted the following report:

Custodial

- ❖ We are now at full staff in all buildings.

Building Projects

- ❖ The Maintenance staff has been winterizing the outside systems for winter.
- ❖ We have purchased a scissor lift for the corporation to help the maintenance and custodial staff does their jobs easier and a lot safer then the single electric lift. The labor savings will let this piece of equipment pay for itself.
- ❖ We have also purchased a new pickup/plow truck for the corporation. The current one is an 1999 with a lot of plowing hours on it, it is the only one we had, so if it happen to go down I had no way to clean the lots and campus in a timely manner for our students and staff so we didn't have to have a delay or closing due to the ability to clear snow. It will also let a school truck to be used in other areas without having to worry about losing a crucial piece of equipment.
- ❖ The Bus garage bids have been opened and Dr. O'Rourke, Taffy, and I met with Mr. Beechy and have decided to award the contract to Matcon General Contractors out of Indianapolis. They were the lowest bidder at 353,000.00. I will have a copy of the plans at the board meeting so you can look at the design of the building.
- ❖ I have also started getting quotes on the paving of the entire area of the bus complex.
- ❖ I had four cleanouts put into the sewage drainage systems at the Primary/Intermediate buildings so we can get to clogs easier from the outside to avoid a mess, speed of clearing clogs. The biggest problems come from the kitchen areas, but when they back up it affects the bathrooms and other areas in the entire school.

Sewage Plant

- ❖ The plant has been operating fantastic.

Any other questions you may have of me, please feel free to contact me at 883-5576 ext. 5160 or direct number is 883-1460

Thank you,

Pat Grzesiak

Mrs. Singer asked about the drainage issues associated with the paving requirements of the bus parking area. Mr. Grzesiak indicated that the drainage needs had been addressed in the original site preparation efforts. Mr. Grzesiak also indicated that he had begun gathering data for the upcoming water project.

c. Director of Technology: Mr. Taylor submitted the following report:

d. **Technology Director Report** December 9, 2008 **Equipment Lease**

Summary I wanted to give you and update and a final report on the technology equipment lease that you approved last March to help fund equipment for our new and remodeled classrooms. The total amount of the lease was \$265,000. We expended \$264,995.07 of this

amount. We have received a check for \$4.93 for the remaining principal and a check for \$265.83 for the residual interest on the lease. The Escrow account was closed on November 1, 2008. I have been extremely happy with our leasing company. I feel that the paperwork and payment schedules have worked out very well. We made the first annual payment this past July and have budgeted the remaining payments as part of the 2009, 2010, and 2011 CPF budgets. This will ensure that all equipment will be fully paid for within approximately three years of the purchase/install date. **Novell Training** Chris will be attending an Advanced Technical Training conference for Novell products on December 10-12. I have attached a copy of the recommendation that Dr. O'Rourke approved in order for us to take advantage of some special pricing for this training. **Tech Plan Grant** We have received notification that Western is eligible to receive \$100,925 from the Indiana Technology Plan Grant. We have to complete our application and submit by March 6th, 2009. We will have until June 30, 2011 to complete the expenditure of the grant money. The purposes of the grant are:

- e.
- f. ❖ Assist school corporations in implementing and supporting 1:1 computing at the high school level to improve student academic achievement.
- g.
- h. ❖ Encourage the establishment or expansion of 1:1 initiatives that are designed to increase access to technology.
- i.
- j. ❖ Assist school corporations in the improvement and maintenance of an effective educational technology infrastructure to support expanded access of technology to students and teachers.
- k.
- l. ❖ Support the development and use of electronic networks and other innovative methods, such as distance learning, to provide specialized or rigorous courses or curricula to high school students who would not otherwise have access to such information.
- m.
- n. Dick Taylor, Technology Director

d. Assistant Superintendent: Mr. McCracken provided an analysis of the 2008 ISTEP+ results to include:

1. ISTEP+ comparison
2. 2008 ISTEP+ Analysis
3. 2007 ISTEP+ Analysis
4. Impact of students within 10 points of passing

Mr. McCracken also provided the SY 08-09 social studies curriculum development and textbook adoption schedule.

e. Superintendent's Report: In addition to the information contained in his previously submitted report:

Superintendent's Report

December 2008

1. Report on Conferences attended:
 - a. IAPSS Annual Meeting
 - b. ISBA School Law Seminar
 - c. School Finance Issues Seminar
2. Mobility Report:

	<u>Transfers within county</u>	<u>Transfers outside county</u>
Primary:	20	28 (a)
Intermediate:	7	5
Middle School:	30	19 (b)
High School:	25	29 (c)
<hr/>		
Totals:	82	81

- a. 12 students out of state/county
- b. 10 students out of state
- c. 11 students moved out of state

Total: 33

3. 2009-2010 School Calendar
4. Board Member Email Contact Information/Changes
5. ISBA Winter Board Member Academy

Dr. O'Rourke provided the following information:

- a. The shortage of human talent will drive up the cost of obtaining it.
- b. The current Indiana brain drain issue will continue and worsen; so what are the implications for Western's recruitment efforts.
- c. That there is an emerging shift in the public vs. private school debate. The focus should be on the cost of not doing the right thing in education; it is about determining a National Education Strategy which defines where America is, where it wants to go, and how it will get there.
- d. Current hot topics in school law include bullying, and student use of cell phones/texting/photographs, etc.

- e. Unless there is a massive tax increase, there will be no new dollars for education in Indiana.

Mr. Koloszar made a motion to approve the following donations from Sally Ripley, Pampered Chef Consultant:

- a. Middle school Choir, \$1,072.34
- b. High School Choir, \$404.95

Mr. Marley seconded the motion which passed 5-0.

Item #6 – Panther Pride

The Board recognized State Representative Heath Van Natter’s letter and certificate of congratulations for the Band’s receipt of the 2008 Class C State Marching Band Championship.

Item #7 – Bus Barn Bid

Mr. Marley made a motion to award the Bus Barn Bid to Mattcon General Contractors in the amount of \$353,000.00. Mr. Kenworthy seconded the motion which passed 5-0.

Item #8 – Resolution to Transfer Appropriations

Mr. Koloszar made a motion to authorize Pam Carter, Director of Finance, to make the necessary transfers within and between major budget classifications in the 2008 budget. Mr. Marley seconded the motion which passed 5-0.

Item #9 – Resolution to Pay Claims

Mrs. Singer made a motion to authorize Pam Carter, Director of Finance, to process and pay claims between December 17, 2008 and December 31, 2008. Mr. Marley seconded the motion which passed 5-0.

Item #10 – Resolution to Carry CPF Appropriations to 2009 on “Committed Projects”

Mrs. Singer made a motion that the following list of Capital Project Funds and encumbered purchase orders be continued into 2009:

**WESTERN PRIMARY SCHOOL
CAPITAL PROJECTS IMPROVEMENT PLAN
2008**

CAPITAL PROJECTS TO CONTINUE IN 2009

BUILDING CONSTRUCT & IMP	\$ 10,000.00
BUS BARN	

**WESTERN INTERMEDIATE SCHOOL
CAPITAL PROJECTS IMPROVEMENT PLAN
2008**

CAPITAL PROJECTS TO CONTINUE IN 2009

BUILDING CONST & IMPROVEMENT	\$76,000.00
BUS BARN	

**WESTERN MIDDLE SCHOOL
CAPITAL PROJECTS IMPROVEMENT PLAN
2008**

CAPITAL PROJECTS TO CONTINUE IN 2009

BUILDING CONSTRUCTION & IMP	\$ 23,000.00
BUS BARN	

**NEUHAUSER MEMORIAL AUDITORIUM
CAPITAL PROJECTS IMPROVEMENT PLAN
2008**

CAPITAL PROJECTS TO CONTINUE IN 2009

BUILDING ACQUISITION, CONST & IMP	\$1,000.00
BUS BARN	

**WESTERN HIGH SCHOOL
CAPITAL PROJECTS IMPROVEMENT PLAN
2008**

CAPITAL PROJECTS TO CONTINUE IN 2009

BUILDING ACQUISITION CONST. & IMP	\$160,000.00
BUS BARN	

**WESTERN ADMINISTRATION BUILDING
CAPITAL PROJECTS IMPROVEMENT PLAN
2008**

CAPITAL PROJECTS TO CONTINUE IN 2009

BUILDING CONSTRUCTION & IMP	\$30,000.00
BUS BARN	

Mr. Koloszar seconded the motion which passed 5-0.

Item #11 – Mileage Rate

Mr. Koloszar made a motion to change the standard mileage for 2009 reimbursements to .55 per mile in accordance with IRS standards. Mr. Kenworthy seconded the motion which passed 5-0.

Item #12 – NEOLA

There were no items to discuss.

Item #13 – Personnel

Mr. Kenworthy made a motion to approve the following recommendation for employment, resignations, and retirements:

1. Recommendations for Employment
 - a. Angella Eikenberry, School Nurse, Western Intermediate School
 - b. Lynn Guinn, 7th grade Girls Basketball Coach, SY 08-09
 - c. Teresa Sullivan, Special Education Aide, Western Primary School
 - d. Beth Sorrell, Joni McCracken, and Kendra Metcalf, homebound instructors for a special education high school student
 - e. Melissa Gillem, Special Education Aide, Western Intermediate School
 - f. Mark Robertson, Bus driver, pay from substitute to regular driver rate
 - g. Dawn Anderson and Kylie White, Assistant Varsity and JV Cheer Coaches, split remaining pay
2. Resignations
 - a. Joe Orr, Boys Varsity Cross Country Coach
 - b. Sheila Morrow, Assistant Varsity and JV Cheer Coach
 - c. Elizabeth Tolle, 7th Grade Girls Basketball Coach, SY 08-09
3. Retirement
 - a. Gail Bouslog, effective the end of the 2009 school year

Mr. Maugans seconded the motion which passed 4-0-1, with Mr. Marley abstaining.

Item #14 – Overnight Student Trip

Mr. Marley made a motion to allow members of the student choir to attend the All-State Choir activity in Indianapolis, January 23-24, 2009. Mr. Kenworthy seconded the motion which passed 5-0.

Item #15 – Permission to Solicit Funds/Accept Donations

Mr. Marley made a motion to allow Western Middle School to solicit and receive donations in support of the eighth grade Civil War Day Program. Mr. Koloszar seconded the motion which passed 5-0.

Item #16 – Fitness Equipment

Dr. O'Rourke informed the Board that the corporation was able to purchase two treadmills, one elliptical machine, and a recumbent bicycle in support of staff wellness activities.

Item #17 – Professional Improvement Requests

Mrs. Singer moved and Mr. Kenworthy seconded that the Board approve all of the attached professional improvement requests to include Chris Taylor's Novell Training Conference, Provo, UT, December 9-12, 2008

Professional Improvement Requests

December 2008

Courtney McClure-Social Studies Textbook Caravan-Indianapolis-January 20, 2009

Kevin Pax-Social Studies Textbook Caravan-Indianapolis-January 20, 2009

Ty Spangler-Social Studies Textbook Caravan-Indianapolis-January 20, 2009

Randy McCracken-Title III Consortium Meeting-Lafayette-December 9, 2008

Brandie Oliver-Title III Consortium Meeting-Lafayette-December 9, 2008

Rick Fields-Sexual Misconduct Adult to Student Training-Holiday Inn Airport-February 11, 2009

Pat Berry-Social Studies Textbook Caravan-Indianapolis-January 20, 2009

Dick Taylor-Indiana Computer Educator Conference-Indianapolis-January 28-29, 2009

Mary Grinstead-ICE Conference-Indianapolis-January 29, 2009

Kelly Tuberty-ICE Conference-Indianapolis-January 29, 2009

Carrie Worland-Textbook Caravan-West Lafayette-January 21, 2009

Dave Merica-Textbook Caravan-West Lafayette-January 21, 2009

Athena Radford-Textbook Caravan-West Lafayette-January 21, 2009

Melissa Burkhalter-Textbook Caravan-West Lafayette-January 21, 2009

Randy Messner-Textbook Caravan-West Lafayette-January 21, 2009

Margaret Talbert-Textbook Caravan-West Lafayette-January 21, 2009

Dennis Pogue-Super Bowl Conference-Indianapolis-September 29, 2008

Keith Whitford-Indiana Music Educators Convention-January 23, 2009

Pam Carter-School Finance Seminar-Primo West-December 16, 2008

Mary Grinstead-Visit to Washington Elementary School-Kokomo-January 7, 2009

Kelly Tuberty-Visit to Washington Elementary School-Kokomo-January 7, 2009

Steve Arthur-Visit to Hawthorn Elementary School-Indianapolis-January 26, 2009

Kelly Tuberty-Visit Hawthorn Elementary School-Indianapolis-January 26, 2009

Heather Hendrich-Hawthorne Elementary School-Indianapolis-January 26, 2009

Kathy Wood-Hawthorne Elementary School-Indianapolis-January 26, 2009

The motion passed 5-0.

Item #18 – Board Member Roundtable

- a. Mr. Maugans reported that first amendment issues were greatly discussed at a recent ISBA Law Seminar he attended.
- b. Mr. Kenworthy commented that Sarah Kenworthy had taken a job with the Department of Education as a dietician.
- c. Mr. Marley thanked Dr. O'Rourke for his assistance at a recent Panther Pride fundraising activity.
- d. Mr. Dwight "Santa" Singer presented Dr. O'Rourke with a thoughtful gift.

Item #19 – Signing of the Documents

The proper documents were signed.

Item #20 – Adjournment

The meeting was adjourned at 7:11 p.m.