Western School Corporation

Russiaville, IN 46979

January 21, 2014

Minutes of the regular meeting of the Western Board of School Trustees held on January 21, 2014

Members Present: Donna Shepherd, Linda Singer, Mike Koloszar, Harry Kenworthy, Don Wells, Jon Marley (arrived at 6:22 p.m.)

Members Absent: J. Conrad Maugans

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Craig Shearer, Steve Arthur, Alan Girton, Julie Pownall, Rick Davis, Lissa Stranahan, and Josh Larsh

Mr. Koloszar led prayer and Mrs. Singer led the Pledge of Allegiance prior to the official start of the meeting.

**Item #1 – Opening of the Meeting**

Mrs. Singer called the meeting to order at 6:05 p.m.

**Item #2 – Approval of the Agenda**

Mr. McCracken indicated that there were two additions to agenda item #12, Personnel. Mrs. Shepherd made a motion to approve the agenda as amended by Mr. McCracken. Mr. Kenworthy seconded the motion which passed 5-0.

**Item #3 – Approval of the Minutes**

Mr. Wells made a motion to approve the minutes of both the December 17, 2013 regular meeting and executive session, as well as the January 13, 2014 reorganization meeting. Mr. Koloszar seconded the motion which passed 5-0.

**Item #4 – Opportunity for Public Comment**

There were no comments from the public.

**Item #5 – Panther Pride**

Mr. McCracken shared the following with the Board:

1. Westin Gingerich, a 6th grader, won the VFW Patriot Pen Essay Contest.
2. 7th grade girls, Mara Fivecoate, Macey Collins, Fallon Roberts, Lindsay Hall, and Lauren Norris made and sold bracelets, raising $500.00 for tornado relief.
3. 2012-13 Corporation Accountability Grade of “A” for Western School Corporation.

**Item #6 – Reports**

1. **Director of Finance:** Mrs. Carter submitted the following report:

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Mr. Wells made a motion to approve the Treasurer’s report and claim docket. Mrs. Shepherd seconded the motion which passed 5-0.

1. **Director of Buildings, Grounds, Transportation and Safety:** Dr. Hendrich submitted the following report:

Items that I have been working on:

Meeting with potential substitute custodial staff and substitute bus drivers to try to enhance our pool of individuals for these lists

Working on implementing Secured School Safety Grant (both hardware items, as well as School Resource Officer duties/program)

Planning for new CPF projects that we hope to have completed this Spring/Summer

Attached you will find the first semester discipline report for all buildings, as well as a comparative of last year’s data.

1. **Director of Technology:** Mr. Shearer submitted the following report:

Christmas break updates- We were able to move staff and all students to Microsoft eliminating Novel. This project has been in the works since last year. This will help with support and functionality.

Many other system updates were completed over the extended break. By completing updates this allows us to stay current on software version and enhancements. Systems that were updated:

Skyward

Destiny

Internet Explorer

All 30 servers patched

Web Filter

Backup server

and a few other systems

We also did work on projector installs for the Special Ed teachers and the MS conference room.

and WiFi access point adjustments.

iPads- We will be requiring students to log in to their iPads outside of school to allow for better content deployment. This login is only required for access to their home internet. The majority of apps function without internet.

Damage- As of 1/13/14 we have had 28 damaged or stolen iPads that have been sent into our insurance company for repair or with a police report. When a claim is filed the student/ parent is charged $100 for the deductible. Most repairs have been broken screens.

ISTEP readiness- CTB and state are requiring ALL schools to participate in the ISTEP readiness test on Jan 28 from 10am to 11am. This is to “load test” CTB to prevent what happened last year. We will have students in 6 labs taking a practice test between 10 and 11. These tests are only practice and generic logins are used.

1. **Superintendent:** Mr. McCracken submitted the following report:

1. Textbook Adoption Update – This is the year for the 2014-2020 Textbook Adoption for English Language Arts and World Languages for Grades K – 12.

• State Approved Course Titles and Descriptions –

 http://www.doe.in.gov/achievement/ccr/course-titles-and-descriptions

• Academic Standards and Common Core Literacy Standards - https://learningconnection.doe.in.gov/Standards/About.aspx?art=11

• Common Core Standards - Implementing the Common Core State Standards

2. Annual Performance Report – We are waiting on information from the IDOE on the release of information for the Annual Performance Report. Once this information is shared, we will update our information, share it with the Board, post it on our website, and make it available to the newspapers as required by law.

3. 2014-2015 School Calendar – The Calendar Committee met on January 14 at 5:00 p.m. to review calendar options that were shared as starting points for discussion. We are continuing to move to more of a consensus calendar in the county. Topics being discussed by the area schools include: adopting a two year calendar, moving spring break up a week, and a weeklong fall break. While many more schools are moving to a balanced calendar, we have chosen to continue to hold on any further discussions of this topic until we see where the state goes with future assessments. I will share more details of the calendar committee discussions at the Board meeting.

4. I will meet with the WEA on Thursday, January 16 to discuss Snow Make-Up Days. We have one snow day built into the calendar on March 21. We were out of school a total of five days on January 6 - 10. Four of the days missed were student days. January 6 was a Teachers’ Record Day and we allowed teachers to work from home to complete their grades. In anticipation of the severe weather, many teachers came in on the previous Saturday to complete their work. We submitted a waiver for January 7, 8, and 9 and have received word that our waiver request for January 8 and 9 was denied. We are still waiting for confirmation on January 7.

5. Current Planning

• Technology Professional Development

• Beginning to look at Summer School and Remediation

• Staffing needs for 2014-2015

**Item #7 – Disposition of Warrants and Checks**

Mr. Koloszar made a motion to approve the request by Mrs. Carter to declare checks outstanding for two years canceled. Mrs. Shepherd seconded the motion which passed 5-0.

**Item #8 –Transfer of Funds Certificate**

Mrs. Shepherd made a motion to approve the transfer of funds certificate as presented by Mrs. Carter. Mr. Wells seconded the motion which passed 5-0.

**Item #9 – Temporary Transfer of Depleted Funds**

Mr. Kenworthy made a motion to approve the temporary transfer of depleted funds as requested by Mrs. Carter. Mr. Koloszar seconded the motion which passed 5-0.

**Item #10 – Acceptance of Donations**

Mr. Koloszar made a motion to accept the following donations:

1. Donation to MS Choir from Sally Ripley, $1,050.00
2. Donation to WPS/WIS from Margaret Brewster, 13 Books on Asthma Education

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

**Item #11 – Project 30 Mentoring Program**

Mrs. Shepherd made a motion to approve the request to expand our Project 30 mentoring program to our primary school. Mr. Kenworthy seconded the motion which passed 5-0.

**Item #12 – Personnel**

Mr. Wells made a motion to approve the following personnel items:

1. Leave of Absence:
	1. Deborah Hill
2. Resignations:
	1. Matt Hines, WMS
	2. Jeremy Pruett, WHS
	3. Rodney Williams, WMS
3. Recommendations:
	1. Roberta Egloff, WHS
	2. Lindsey Stone, WHS
	3. Robert King, WHS
	4. Melissa Hite, Transportation
	5. Twyla Carlson, WMS
4. Temporary Title Aide Positions/Buying Teacher Preps
5. Weight Room Supervision
6. Coaching:
	1. Resignations:
		1. Nicole Rodman, Varsity Volleyball Coach
	2. Recommendations:
		1. Lyle Snyder, Asst JV Softball Coach
		2. Kaitlin Daine, MS Softball Coach

\*\*Jon Marley arrived at 6:22 p.m.

Mr. Kenworthy seconded the motion which passed 6-0.

**Item #13 – Professional Improvement Requests**

Mrs. Shepherd made a motion to approve the following professional improvement requests:

Suzie Reagle – 2014 State EL Conference – W. Lafayette – February 20, 2014

Twyla Carlson – Title III Conference – W. Lafayette – December 16, 2013

Marti Lushin – Title III Conference – W. Lafayette – December 16, 2013

Steve Arthur – Winter High Ability Coordinator Meeting – Indianapolis – January 15, 2014

Steve Arthur – Textbook Caravan – Lafayette – January 21, 2014

Mindi Kirk – Textbook Caravan – Lafayette – January 21, 2014

Diane Maurice – Textbook Caravan – Lafayette – January 21, 2014

Marcia Smith – Textbook Caravan – Lafayette – January 21, 2014

Suzie Reagle – Accuplacer Training – Kokomo – February 3, 2014

Karen Keisling – Accuplacer Training – Kokomo – February 3, 2014

Julie Pownall – School Safety Specialist Advanced Training – Indianapolis – April 22-23, 2014

Suzie Reagle – ICASE Spring Conference – Indianapolis – February 13-14, 2014

Amy Conrad – Indiana Ag Teacher Inservice – Trafalgar – January 16, 2014

Andrew Bowers – Textbook Caravan – Lafayette – January 21, 2014

Mr. Kenworthy seconded the motion which passed 6-0.

**Item #14 – Board Member Roundtable**

Mr. Kenworthy congratulated the corporation on the “A” rating from the state.

Mr. Koloszar asked about the Howard County Tournament; Mr. Larsh answered that games should resume on Wednesday January 22, 2014.

Mrs. Shepherd also congratulated the corporation on the “A” rating from the state, she also thanked Sally Ripley for the donation she made to WMS. She wished Mr. Hines the best in his new venture and thanked everyone for coming to the meeting.

Mrs. Singer shared information with the Board about some interesting articles that she had read, and went over a binder that she had put together in regards to the Effective Governance Award.

**Item #15 – Signing of Documents**

The proper documents were signed.

**Item #16 - Adjournment**

The meeting was adjourned at 6:36 p.m.