

Western School Corporation

Russiaville, IN 46979

June 21, 2016

Minutes of the public hearing and regular meeting of the Western Board of School Trustees held on Tuesday, June 21, 2016 at 6:00 p.m.

Members Present: Don Wells, Harry Kenworthy, Mike Koloszar, Linda Singer, J. Conrad Maugans, Scott Gaskins and Donna Shepherd

Members Absent: None

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Craig Shearer, Roger Cline, Pat Quillen, Jeff Altmiller, Tracy Horrell, Rick Davis, Chad Shepherd and Caele Pemberton

Mr. Gaskins led prayer and Mr. Maugans led the Pledge of Allegiance prior to official start of the meeting.

Public Hearing

Item #1 – Opening of the Hearing

Mr. Maugans called the hearing to order at 6:01 p.m.

Item #2 – Approval of the Agenda

Mr. Koloszar made a motion to approve the agenda as presented. Mrs. Shepherd seconded the motion which passed 7-0.

Item #3 – Opportunity for Public Comment

There were no comments from the public.

Item #4 – Additional Appropriations

Mrs. Carter presented the following resolution for review:

ADDITIONAL APPROPRIATION RESOLUTION/ORDINANCE

Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget, now, therefore:

Sec. 1. Be it ordained (resolved) by the Western School Board
 (Governing Body)
 of Western School Corporation, Howard County, that for the expenses of the
 (Taxing Unit) (County)
 taxing unit the following additional sums of money are hereby appropriated out of the funds
 named and for the purposes specified, subject to laws governing the same:

Fund Name: <u>Debt Service</u>	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ <u>79,542.00</u>	\$ <u>79,542.00</u>
Capital Outlays	\$ _____	\$ _____
TOTAL FOR <u>Debt Service Fund</u>	\$ <u>79,542.00</u>	\$ <u>79,542.00</u>

TOTAL for <u>Rainy Day</u> Fund:	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
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Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
TOTAL for _____ Fund:	\$ _____	\$ _____

Adopted this 21 day of June, 2016

NAY

AYE

_____	_____
_____	_____
_____	_____

ATTEST:

 Secretary of Governing Body

Item #5 – Closing of Hearing

The hearing was closed at 6:03 p.m.

Regular Meeting

Item #1 – Opening of the Meeting

Mr. Maugans opened the meeting at 6:03 p.m.

Item #2 – Approval of the Agenda

Mr. McCracken indicated there were additions to agenda item #7, resolutions for approval and agenda item #20, personnel. Mrs. Shepherd made a motion to approve the agenda as amended. Mr. Gaskins seconded the motion which passed 7-0.

Item #3 – Approval of the Minutes

Mrs. Singer made a motion to approve both the May 17, 2016 regular meeting and executive session minutes. Mrs. Shepherd seconded the motion which passed 7-0.

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. Thank you from the Leukemia and Lymphoma Society to Peggy Obermeyer and WMS for donating \$1,160.05.
2. Sports Journal article featuring the Boys Baseball Team

Item #6 – Reports

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

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 06/21/16

Bank Balance

FIRST BANK OF BERNE:

Checking Account Balance 05/01/16	\$6,996,221.28
Non-Revenue Receipts	3,177,198.75
MTD Revenue	236,996.25
Disbursements from Clearing Accounts	332,496.06
MTD Disbursements	<u>2,177,679.66</u>
Checking Account Balance 05/31/16	\$7,990,240.56

Total Depository Balance 05/31/16 \$7,990,240.56

Vendor Claims Submitted For Approval

#70450 – 70469 of 05/18/16 - 05/31/16	\$463,696.73
#70470 – 70662 of 06/01/16 – 06/21/16	<u>\$2,216,966.85</u>
TOTAL:	\$2,680,663.58

Payroll Claims Submitted for Approval

#23 of 05/06/16	\$570,093.49
#24 of 05/20/16	<u>\$568,723.92</u>
TOTAL:	\$1,138,817.41

 Interest on Checking 01/01/16 to 05/31/16 \$28,745.45
 pc

Mr. Wells made a motion to approve the Treasurer's report and claim docket. Mrs. Shepherd seconded the motion which passed 7-0.

2. Assistant Superintendent: Dr. Hendrich submitted the following report:

From the Office of Dr. Heather Hendrich, Assistant Superintendent

- Attached you will find School Liaison Officer Report Data for the month of May
- Attached you will find the Suspension/Expulsion report for the 2015-2016 school year (comparison from 2014-2015 is also attached)
- Western School Corporation was awarded the School Safety Grant in the amount of \$43,500
 - Continuation of employment of School Resource Officers
 - Training for additional officers to go through SRO training
 - Continue implementation of GPS on all buses
 - Implementation of “Here Comes the Bus” app for parents
 - Classroom locks
 - Implementation of panic button in classrooms

School Liaison Officer Report Data May 2016

Discipline	Transportation	Other
5/9/16 (WPS)	Assisted with student transfer to another	
5/9/16 (WIS)	bus due to bus 128 being disabled (5/24)	
5/16/16 (WHS)		
5/19/16 (WMS)		
5/20/16 (WPS)		
5/24/16 (WHS)		
*School Liaison Officers are also monitoring student drop-off and pick-up areas daily, including monitoring High School student drivers (especially in bad weather conditions).		
*School Liaison Officers are also checking exterior doors of all buildings daily.		
*School Liaison Officers are assisting with the supervision of lunch periods on a daily basis.		

2015-2016 Suspension-Expulsion Data											
Alternative Classroom Setting					Out of School Suspension					All Suspensions	
Incidents	Total Days	Avg	# Students	% of Pop.	OSS	Total Days	Avg	# Students	% of Pop.	# Students - All Disc.	% of Pop.
Primary	16	1.00	15	2.55%	39	77	1.97	16	2.72%	29	4.92%
Reasons for OSS - Defiance - 12, Fighting - 0, Battery 18, Other -6, Verbal Aggression-1, Intimidation-2											
Intermediate	62	65.5	40	6.73%	22	30	1.36	11	1.85%	51	8.59%
Reasons for OSS - Other-8, Fighting-4, Battery-5, Intimidation-1, Defiance-4											
Middle School	79	100	40	6.40%	46	114.5	2.49	30	4.80%	89	14.24%
Reason for OSS - Defiance-7, Intimidation-9, Fighting-10, Battery-6, Verbal Aggression-4, Other-4, Habitual Offender-2, Theft-3, Forgery/Lying-1											
High School	93	141	54	6.25%	54	244	4.52	40	4.63%	122	14.12%
Reasons for OSS - Alcohol-1, Tobacco - 8, Fighting & Battery - 6, Intimidation - 6, Defiance - 2, Drugs - 1, Deadly Weapons-4, Other-7, Attendance-2, WALC Violation-6, Obscenities-1, Verbal Aggression-2, Truant-8											
2015-2016 Expulsions											
	H.S.	M.S	Interm.	Primary							
Weapons	1										
Drugs	1										
Alcohol	1										
Battery											
Intimidation	1										
Defiance											
Other	2										
Habitual Offender	1										
Attendance	3										
Waiver - Battery											
Waiver - Drugs											
Waiver - Other											
Waiver-Alcohol											
Waiver - Weapon											
Total	10	0	0	0							

2014-2015 Suspension-Expulsion Data												
Alternative Classroom Setting					Out of School Suspension					All Suspensions		
	Incidents	Total Days	Avg	# Students	% of Pop.	OSS	Total Days	Avg	# Students	% of Pop.	# Students - All Disc.	% of Pop.
Primary	17	17	1.00	15	2.70%	18	42	2.33	14	2.52%	29	5.22%
Reasons for OSS - Defiance - 6, Fighting - 0, Battery 4, Other -1, Verbal Aggression-3, Intimidation-4												
Intermediate	37	50.5	1.36	30	5.05%	17	21.5	1.26	13	2.19%	54	9.09%
Reasons for OSS - Defiance - 8, Other - 7, Fighting-1, Battery-1												
Middle School	166	215	1.30	78	12.44%	56	216	3.86	34	5.42%	89	14.19%
Reason for OSS - Fighting-10, Defiance-8, Verbal Aggression-6, Intimidation-10, Habitual Offender-1, Battery-8, Destruction-3, Deadly Weapon-1, Drugs-2,												
High School	156	234	1.50	87	10.64%	92	416	4.52	53	6.48%	122	14.91%
Reasons for OSS - Alcohol-4, Tobacco - 15, Fighting & Battery - 17, Intimidation - 1, Defiance - 2, Drugs - 6, Deadly Weapons-3, Other-26, Attendance-Tobacco-2, Theft-1, Other-4												
2014-2015 Expulsions												
	H.S.	M.S		Intern.	Primary							
Weapons												
Drugs	4	2										
Alcohol												
Battery	1											
Intimidation												
Defiance												
Other		2										
Habitual Offender		1										
Attendance	5											
Waiver - Battery	1											
Waiver - Drugs	2											
Waiver - Other		5										
Waiver-Alcohol	2											
Waiver - Weapon	1											
Total	16	10		0	0							

Mr. Gaskins made a comment regarding the numbers on the 2015-16 suspension/expulsion report. Dr. Hendrich said that she would look over the numbers again.

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

Technology Board Update 6/21/16

1. iPad collection went very well this year. We are working on Reconfiguring, Cleaning, and Organizing. A big thank you to all of those who helped us this year with the iPad switch over. Finishing the 3rd year there are still things we are learning and improving on.

Damaged iPads from this year (including ipads returned damaged)

HS 70

MS 42

IS 44

PS 21

Summer Projects we have about 10-15 summer items we are working on.

4. **Director of Exceptional Learners and Testing:** Mrs. Stranahan submitted the following report:

Important Items from Wednesday May 11, 2016 – Tuesday, June 13, 2016

Special Education

- Notification received from the IDOE indicating that based on data submitted by through the DOE SE Report, our corporation has been identified as a corporation that is meeting the state targets for Least Restrictive Environment (LRE), which examines the percentage of time students are placed in various settings.
- Attended KASEC Coordinators Meeting

Testing

- WIDA scores have been received and parent reports were mailed home.
- Third grade students who did not pass IREAD3 in the spring are attending summer school at WIS and will retest June 14-16.

High Ability

- Conducted the BBPC Meeting
- Finalized High Ability placements for the 2016-17 school year
- Conducted the High Ability Parent Meeting
- Distributed the High Ability Parent Survey

Title I

- Conducted Title I Morning Program Parent & Teacher Survey
- Prepared Title I Morning Program Description (see attached)

5. Superintendent: Mr. McCracken submitted the following report:

To: Members of the Western School Board
From: Randy McCracken
Re: June Superintendent Report
Date: June 12, 2016

1. Summer School Staffing (agenda item under personnel)

Attached is the Summer School/Jump Start Budget. Also under personnel are the Summer School/Jump Start recommendations.

2. Current Planning

- 2017 Budget Preparation
- Facility Upgrades
 - Completing 2015-2016
 - Starting Summer 2016
- Negotiations
- 2016-2017 Teacher Days and Hours

3. Request for Review of Materials or Course Content

4. Athletic Director Updates

Item #7 – Resolutions for Approval

Mrs. Shepherd made a motion to approve the following resolutions:

1. Internal Controls
2. Transfer of \$4,000 from Maintenance of Equipment to be divided to \$3,000 for Building Construction and Improvement and \$1,000 to Mobile and Fixed, Admin Site
3. Notice of Additional Appropriations for Debt Service

Mr. Kenworthy seconded the motion which passed 7-0.

Item #8 – Facility Improvements

Mr. Wells made a motion to approve the following facility improvements as well as give Mr. McCracken the authority to sign contracts once completed.

I am recommending approval of the following construction projects for this summer/fall:

- Expanding the Intermediate Staff Parking
- Expanding the High School Staff Parking (This will allow us to abandon the parallel parking on the curb in front of the high school gym.)
- Softball asphalt walking path
- Renovation of the south gym locker rooms
- Replacement of south gym exterior doors and windows
- South gym HVAC (Heat and Air Conditioning)
- Renovating the band practice rooms and band room ceiling
- Adding an office space in the band room in an existing music library space
- Converting the old weight room into a large meeting area
- Relocating the KASEC offices (We will do a change order to remove this project)

Below are the project totals. We will continue to look for additional cost savings within each project. We will also look to have savings in the General Conditions and Contingencies. These projects will be paid for through Rainy Day Money, where our additional appropriation was recently approved.

Base Bid	\$673,662.00
Alternates Selected	
• Band/Choir/Office Wall Partition	\$31,227.00
• Football Locker Room Entrance	
• Softball Asphalt Walking Path	
Mechanical Design	\$2,500.00
Civil Design	\$5,750.00
Tecton (Design, Bid and Construction Supervision)	\$55,020.00
General Conditions	\$12,500.00
Contingency	\$40,000.00
Total	\$820,659.00

Deduct Change Order for not doing the KASEC office relocation and not using Epoxy paint in the old weight room.

- General Trades - \$3,170.00
- Paint (Office relocation) - \$1,150.00
- Mechanical - \$1,800.00
- Doors - \$2,425.00
- Electrical - \$1,500.00
- Paint (Switching from Epoxy to Harmony) - \$3,880.00
- Total - \$13,925

Mrs. Singer seconded the motion which passed 7-0.

Item #9 – Textbook Adoption

Mr. Gaskins made a motion to approve the math textbooks for WIS, WMS and WHS. Mr. Koloszar seconded the motion which passed 7-0.

Item #10 – 2016-17 Handbooks

Mrs. Shepherd made a motion to approve the student and employee handbooks for all four buildings as well as the support staff handbook. Mr. Gaskins seconded the motion which passed 7-0.

Item #11 – 2016-17 Fees

Mr. Wells made a motion to approve the proposed fees for all four buildings. Mrs. Singer seconded the motion which passed 7-0.

Item #12 – E-Backpack

Mrs. Singer made a motion to approve the purchase of eBackpack. Mr. Koloszar seconded the motion which passed 7-0.

Item #13 – School Lunch Pricing

Mr. Wells made a motion to approve the increase in school lunch prices for the 2016-17 school year. Mr. Gaskins seconded the motion which passed 7-0.

Item #14 – Food Service Vendors

Mr. Gaskins made a motion to approve the following food service vendors:

1. Aunt Millie's Bakery
2. Dean Foods/Schenkel's Dairy
3. Gordon Food Service and Stanz Foodservice

Mr. Kenworthy seconded the motion which passed 7-0.

Item #15 – KACC Agreement

Mr. Kenworthy made a motion to approve the Kokomo Area Career Center Operating Agreement. Mrs. Shepherd seconded the motion which passed 7-0.

Item #16 – Acceptance of Donations

Mrs. Shepherd made a motion to accept the following donations:

1. David and Sara Sullivan - \$1,000.00 cash for purchase of girls track tent
2. First Bank of Berne - \$3,000.00

Mr. Koloszar seconded the motion which passed 7-0.

Item #17 – Surplus Property

Mrs. Shepherd made a motion to declare 2 sets of used lockers from WMS as surplus property. Mr. Gaskins seconded the motion which passed 7-0.

Item #18 – Overnight Field Trip

Mr. Wells made a motion to approve the WMS Washington DC trip on May 5-9, 2017. Mr. Kenworthy seconded the motion which passed 7-0.

Item #19 – NEOLA

Mrs. Shepherd made a motion to approve the following policies: 0144.3, 1130, 3113, 4113, 6110, 6111, 6112, 6114, 6116, 6320, 6325, 6460, 6550, 7300, 7310, 7450, 8500, and 5840. Mr. Gaskins seconded the motion which passed 7-0.

Item #20 – Personnel

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

1. Recommendations:
 - a. Heather Dubbels – Spanish Teacher, WHS
 - b. Misty Duncan – Paraprofessional, KASEC
 - c. Amanda Blades – Paraprofessional, KASEC
 - d. Lisa Sipes – LA Teacher, WMS
 - e. Tim Ladwig – Math Teacher, WMS
 - f. Amy Wilson – English Teacher, WHS
 - g. Sarah Banan – Non Public School Teacher
 - h. Heather Yentes – Jr. High Cross Country
 - i. Mike Roe – Varsity Boys Soccer
 - j. Abby Workman – Varsity Girls Soccer
 - k. Gary Jewell –Varsity Boys Cross Country and Boys Track
 - l. Chad Shepherd –Varsity Wrestling
 - m. Steve Hoppes – Varsity Girls and Boys Golf
2. Additional Compensation
3. Wired Course Facilitating Teachers
4. Administrator and Director Contracts
5. Medical Leave:
 - a. Kelly Babbs, WHS
6. Summer Food Service
7. iPad Organization Hours
8. Resignations:
 - a. Sarah Kritzman – Student Council Co-Sponsor, WHS
 - b. Star Sanders – Early Morning Child Care
 - c. Jay Pritchard, WHS
 - d. Kiersten Sanders, WMS
 - e. Hope Chambers, WMS
 - f. Teresa Guy, WIS
 - g. Denise White, KASEC

- h. Sherri Crowell, KASEC
- i. Jessica Cantlon, WHS
- j. Chris Tuberty – Asst Varsity Volleyball Coach

Mr. Maugans seconded the motion which passed 6-0-1, with Mrs. Shepherd abstaining from the vote.

Item #21 – Professional Improvement Requests

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

Twyla Carlson – Instructional Leadership Series:PBIS – WVEC – June 1-2, Sept 19, Oct 10, Nov 14, Dec 12, 2016

Heather Hendrich – School Safety Specialist Academy – Indianapolis – August 29-30, 2016

Cindy Long – Evaluator Training –WVEC – July 6-7, 2016

Julie Pownall – Building Career Pathways System – Indianapolis – October 6-7, 2016

Pat Quillen – School Safety Specialist Academy – Indianapolis –August 29-30, 2016

Emily Klingler – Culinary Skills for A+ School Meals – Carmel – June 27-July 1, 2016

Heather Dubbels –IFLT –Chattanooga, TN – July 19-22, 2016

[Rick Davis - Indiana Principal Leadership Institute](#)

[Cindy Long - Indiana New Administrator Leadership Institute](#)

[Professional Learning Community Facilitator Training](#)

[Bob Sylvester - Ball State University Ed.D. Cohort](#)

Mr. Koloszar seconded the motion which passed 7-0.

Item #22 – Board Member Roundtable

Mrs. Shepherd thanked the First Bank of Berne for the generous donation.

Mrs. Singer thanked the Board members for their flowers and good wishes regarding her recent surgery.

Mr. Wells thanked the principals for all their work with the handbooks, and also the First Bank of Berne for their donation.

Mr. Kenworthy shared some articles regarding the tennis and baseball teams.

Mr. Koloszar congratulated the boys baseball team for a great season.

Mr. Maugans echoed the sentiments regarding the baseball team.

Item #23 – Signing of Documents

The proper documents were signed.

Item #24 – Adjournment

The meeting was adjourned at 6:56 p.m.