

Western School Corporation

Russiaville, IN 46979

August 16, 2016

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, August 16, 2016 at 6:00 p.m.

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

Members Absent: None

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Lissa Stranahan, Craig Shearer, Dee Emmons, Jared Grinstead, Mary Grinstead, Brittney Pearson, Lyndsay Fisher, Jennifer Colter, Bobbi Hillis, Kristi Harden, Kristen Hoover, Becky Schmidt, Laurel VanDyke, Ron Phillips, Kalyn Smith, Ann Taylor, Terra Nicoles, Diane Maurice, Brad Morgan, Suzi Morgan, Jenny Bray, Kim McHaney, Suzie Reagle, Haleigh Stipes, Nate Schmidt, Tracy Horrell, Carrie Worland, Melissa DeWeese, Katie Sundheimer, Stacy Smith, Peggy Obermeyer, Steve Arthur, Rick Davis, Amy Auzins, Kathy Roberts, Adam Morelock, Beverly Austin, Karen Foster, Cheryl Cox, Pat Quillen, Lexi Olmstead, Robert Sylvester, Kendra Metcalf, Bart Miller, Diane Snyder, Joe Orr, Kim O'Neal, Caitlynn O'Neal, Lori Meeks, Nancy Erb, Kristy Kanable, Ty Spangler, Kelly Tuberty, Josh Larsh, Kristen Cole, Jamie Shepherd-Bryant, Jennifer Duke, Gregg Lockwood, Brandon Shawhan, Ryan Berryman, Sherry Riley, Janel Baker, Autumn Smith, Jessica Coble, Robert Kretz, Caele Pemberton and Josh Larsh

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

Item #1 – Opening of the Meeting

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

Item #2 – Approval of the Agenda

Mr. McCracken indicated that he had additions/changes to agenda item #15 personnel. Mrs. Shepherd made a motion to approve the agenda as amended. Mr. Wells seconded the motion which passed 6-0.

*Mr. Gaskins arrived at 6:03 p.m.

Item #3 – Approval of the Minutes

Mrs. Singer made a motion to approve the minutes of the July 19, 2016 regular meeting and the July 28, 2016 executive session. Mr. Koloszar seconded the motion which passed 7-0.

Item #4 – Opportunity for Public Comment

Mr. Brad Bennett, WEA President, shared a statement and a poem on behalf of the teachers.

Item #5 – Reports

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

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

Bank Balance

FIRST BANK OF BERNE:

Checking Account Balance 07/01/16	\$7,898,778.41
Non-Revenue Receipts	313,810.91
MTD Revenue	1,623,892.26
Disbursements from Clearing Accounts	351,796.30
MTD Disbursements	<u>2,264,776.53</u>
Checking Account Balance 07/31/16	\$7,219,908.75

Total Depository Balance 07/31/16	\$7,219,908.75
-----------------------------------	----------------

Vendor Claims Submitted For Approval

#70817 – 70833 of 07/20/16 - 07/31/16	\$481,228.47
#70834 – 70961 of 08/01/16 – 08/16/16	<u>\$409,093.12</u>
TOTAL:	\$890,321.59

Payroll Claims Submitted for Approval

#26 of 07/01/16	\$420,525.13
#01 of 07/15/16	\$403,327.31
#02 of 07/29/16	<u>\$392,171.39</u>
TOTAL:	\$1,216,023.83

Interest on Checking 01/01/16 to 07/31/16	\$42,286.62
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 shared the following report:

From the Office of Dr. Heather Hendrich, Assistant Superintendent

See attached items that I thought you may be interested in viewing for the 2015-2016 school year:

- Year-end totals for bus tires (broken down by bus#), also attached 2014-2015 totals to see the comparison
- Year-end totals for bus maintenance (broken down by bus#), also attached 2014-2015 totals to see the comparison
- Year-end information on extracurricular trips (bus trips)
- Year-end information on extracurricular trips (SPV mileage) *We had 727 total bus and SPV trips for the 2014-2015 school year (For the 2014-2015 school year, the total bus and SPV trips was 634)

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

FROM THE OFFICE OF LISSA STRANAHAN, DIRECTOR OF EXCEPTIONAL LEARNERS AND TESTING

Important Items from Wednesday July 20, 2016 – Tuesday, August 9, 2016

Testing

- Western Intermediate School 4th grade students were chosen to participate in the National Assessment of Educational Progress test to compare students across the country in reading, writing, and math. This assessment will be given February 22, 2017.

Title I

- Met with the teachers of the Title I Before-School Program to develop protocols, procedures, and curricular objectives for the 2016-17 school year.

NESP

- Submitted the 2016-17 Non-English Speaking Program (NESP) grant application. Western's allocation for the 2016-17 school year is \$3600.
- Completed and submitted the 2015-16 NESP Annual Performance Report

High Ability

- Created the 2016 High Ability Manual to reflect the recommendations of the IDOE High Ability Handbook.
- Submitted the 2015 High Ability Final Report

Special Education

- Conducted meeting for all special education teachers, communicating recent updates in IIEP, testing, schedules, etc
- Conducted the annual required training for all special education paraprofessionals employed at Western
- Interviewed applicants for special education aides positions at WPS and WIS

Other

- Presented information on data analysis at the PLC Facilitator's Training

4. Superintendent: Mr. McCracken shared the following report:

1. Preliminary Enrollment and Transfer Numbers

Preliminary Enrollments

Western Primary	K	1	2	Total
2009-2010	205	191	200	596
2010-2011	196	207	196	599
2011-2012	172	198	219	589
2012-2013	160	191	180	531
2013-2014	178	196	184	558
2014-2015	161	200	194	555
2015-2016	206	184	201	591
2015-2016 (as of 8/12/16)	168	208	194	570

Western Intermediate	3	4	5	
2009-2010	192	156	183	531
2010-2011	180	214	156	550
2011-2012	183	187	218	588
2012-2013	214	172	209	595
2013-2014	189	225	175	589
2014-2015	200	186	218	604
2015-2016	204	197	193	594
2015-2016 (as of 8/12/16)	202	209	206	617

Western Middle School	6	7	8	
2009-2010	189	197	198	584
2010-2011	209	199	195	603
2011-2012	208	212	202	622
2012-2013	234	214	221	669
2013-2014	214	236	213	663
2014-2015	179	202	240	621
2015-2016	227	191	209	627
2015-2016 (as of 8/12/16)	198	230	196	624

Western High School	9	10	11	12	Total
2009-2010	195	214	208	190	807
2010-2011	207	197	205	204	813
2011-2012	197	206	193	211	807
2012-2013	217	201	205	182	805
2013-2014	218	212	192	198	820
2014-2015	210	211	205	189	815
2015-2016	240	214	194	192	840
2015-2016 (as of 8/12/16)	205	231	204	194	834

Enrollment Totals and ADM

Year	Total	ADM
2009-2010	2518	2415.5
2010-2011	2565	2467
2011-2012	2606	2520
2012-2013	2600	2520
2013-2014	2627	2541
2014-2015	2595	2514.5
2015-2016	2652	2652
2015-2016 (as of 8/12/16)		2645

Transfer Students

Year	Accepted	Denied
2009-2010	21	3
2010-2011	58	18
2011-2012	64	4
2012-2013	90	29
2013-2014	76	8 (capacity)
2014-2015	44	11 (capacity)
2015-2016	115	16
2015-2016 (as of 8/9/16)	91	4 Denied (several calls)
Total Accepted Since 2009	559	

- Budget – I would like to thank Pam and Heather for their work on the budget. Tonight we will be asking your permission to advertise Budget Form 3. Budget Form 3 is now only advertised one time in two newspapers. Last month our Budget Calendar was approved, which stated the advertisement will be on September 1, 2016, (must be at least 10 days prior to the public hearing).

Form 3 contains our CPF plan and Bus replacement plan.

3. Estimate of General Fund Revenue – Attached is our revenue projection as of August 9, 2016 for the 2016-2017 school year. This is down from our earlier projections, which is due to late withdraws or accepted transfer requests who are now not coming to Western. This same thing happened last year with about a 30 student drop from going into the school year until the September ADM count. Based on this enrollment data, the majority of the increase for this year will be from the small increase in the tuition support per students. Based on our September ADM count, the actual amount we receive from the state may increase or decrease. The same holds true for second semester with the 2nd ADM count in February.
4. School Finances, Circuit Breaker and Farmland Reassessment
- Tax Driven Funds
 - Capital Projects
 - Bus Replacement
 - Transportation Operating
 - Debt Service
 - School Pension Debt (Off-set from other funds)
 - State Supported Funds
 - General Fund
 - Other
 - Rainy Day Fund

Fund	Assessed Value	Rate	Levy	Budget Estimate
Rainy Day	474,915,816	0.0000	0	534,912
General	474,915,816	0.0000	0	17,322,680
Debt Service	474,915,816	0.6763	3,211,856	2,830,544
School Pension Debt	474,915,816	0.0495	235,083	260,836
Capital Projects	474,915,816	0.3202	1,520,680	1,386,997
Transportation	474,915,816	0.2173	1,031,992	1,427,257
Bus Replacement	474,915,816	0.0101	47,966	188,129
Total		1.2734	6,047,577	23,951,355

School	2016 Circuit Breaker	2017 Estimated Circuit Breaker
--------	----------------------	--------------------------------

Taylor	\$796,870.19	\$1,251,599.00
Northwestern	\$170,061.95	\$147,984
Eastern	\$476,462.12	\$1,239,560.00
Western	\$813,408.24	\$982,894.00
Kokomo	\$3,639,424.29	\$7,605,697.00
Total	\$5,905,226.79	\$11,227,734.00

- **Explanation of Local Revenues: *Farmland Assessment*:** Under this provision, farmland assessments will be reduced by an estimated \$1.4 B for taxes payable in 2017, \$4.2 B for taxes payable in 2018, and \$8.9 B for taxes payable in 2019. The reduction in assessed valuation will cause tax rates to increase, shifting taxes from farmland to all other property types. The increased tax rates also will cause an increase in circuit breaker losses for taxing units in areas where circuit breakers have been triggered
- Under current law, the base assessment rate for farmland is \$2,050 for taxes payable in 2016, and is estimated at \$2,130 for taxes payable in 2017, \$2,220 for taxes payable in 2018, and \$2,310 for taxes payable in 2019. Under this provision, the base rate is estimated at \$2,020 for taxes payable in 2017, \$1,900 for taxes payable in 2018, and \$1,630 for taxes payable in 2019.
- **School Pension Debt**
 - Paid off in 2019
 - Addressed the unfunded liability of retirement severances of the past
 - Must be 100% Neutralized from one or all of the following:
 - Capital Projects
 - Bus Replacement
 - Transportation Operating Fund

5. Facility Update
6. 2016 ISTEP+ Results
7. Melissa and Nate – Technology Update
8. Other

Technology Integrators, Nate Schmidt and Melissa DeWeese shared a presentation on the new eLearning program eBackpack.

Item #6 – Permission to Advertise

Mr. Kenworthy made a motion to approve the advertising of the CPF and Bus Replacement Plans. Mr. Gaskins seconded the motion which passed 7-0.

Item #7 – Resolutions for Approval

Mr. Gaskins made a motion to approve the temporary transfers to depleted funds resolution. Mr. Koloszar seconded the motion which passed 7-0.

Mr. Wells made a motion to approve the resolution to authorize 2017 budget changes. Mrs. Singer seconded the motion which passed 7-0.

Item #8 – Approval of Grant

Mr. Koloszar made a motion to approve the Non English Speaking Program Grant in the amount of \$3,600.00. Mrs. Shepherd seconded the motion which passed 7-0.

Item #9 – Handbooks

Mr. Kenworthy made a motion to approve the newly created substitute teacher handbook as presented by Dr. Hendrich. Mrs. Shepherd seconded the motion which passed 7-0.

Item #10 – Lunch Price Adjustment

Mr. Wells made a motion to approve the price increase for adult meals to \$3.25 per meal. This increase is required by the USDA. Mr. Gaskins seconded the motion which passed 7-0.

Item #11 – Child and Adult Care Food Program (CACFP)

Mrs. Shepherd made a motion to approve the agreement between WSC and Bona Vista for the child and adult care food program. Mr. Kenworthy seconded the motion which passed 7-0.

Item #12 – Overnight Field Trip

Mrs. Shepherd made a motion to approve the 4th Grade Space Camp trip scheduled for May 19-21, 2017. Mr. Kenworthy seconded the motion which passed 7-0.

Item #13 – Acceptance of Donations

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

- Brandie and Stacia Pickett - \$500.00 cash donation for WHS choir.
- Indianafirst, Inc. - \$270.00 cash donation for PantherTech.

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

Item #14 – Surplus Property

Mrs. Shepherd made a motion to approve the declaration of the following as surplus property:

- 7 sets of used lockers from the South Gym

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

Item #15 – Personnel

Mrs. Shepherd made a motion to approve the following personnel items:

1. Recommendations:

- a. Paula Jones – Paraprofessional, KASEC
- b. Alexander Abston – Spanish Teacher, WMS
- c. Catherin McFarland – 4th Grade Teacher, WIS
- d. John Davis – Bus Driver
- e. Nancy Hole – Temp 3rd grade Teacher, WIS
- f. Laurie Rayl – 4th Grade Teacher, WIS
- g. Danielle Jordan – 4th Grade Teacher, WIS
- h. Victoria White – ACS/ISS Monitor, WHS
- i. Blake Conklin – Temp Social Studies Teacher, WHS
- j. David Branyan – Bus Driver
- k. Stacy Barkley – Title I Aide, WPS
- l. Karen DeMoss – Title I Aide, WPS
- m. Kirsta York – Early Morning Child Care Provider/Classroom Asst, WPS
- n. Kristen Harnish – Temp Social Worker/Guidance Counselor, WIS
- o. James Frakes – Custodian, WHS
- p. Jami Boe-Jeffery – Spec Ed Aide, WMS/WHs
- q. Stephanie Bell – Spec Ed Aide, WIS
- r. Adrienne Larrison – Spec Ed Aide, WPS
- s. Lacey Alberson – Spec Ed Aide, WIS
- t. Joanna Maddox – Spec Ed Aide, WIS
- u. Nina Sonnenberg, Suzanne Evans, Bev Austin, Jacob Feasel, Susan Workman, Alisha Sears, Kay Lazar and Bev Austin –Homebound
- v. Brian Miller – Bus Driver
- w. Cara Harris – Cheerleading Coach/KASEC Aide
- x. Bus Driver Hours
- y. Summer School Bus Drivers
- z. Support Staff Insurance Increase
- aa. Coaching Recommendations/Resignations
- bb. ECA Schedule

2. Resignations:

- a. Carol Smith, Transportation
- b. Kelly Babbs, WHS Kitchen
- c. Heidi Webster, WIS
- d. Stephanie Cowan, WPS
- e. Paula Popper, WMS
- f. Deanna Shane, WPS
- g. Stacey Jaberg, WSC
- h. Quentin Brown, WHS

3. Maternity Leave:

- a. Becky Schmidt, WPS

4. Medical Leave:

- a. Eleza King, WIS

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

Item #16 – Professional Improvement Requests

Mr. Gaskins made a motion to approve the following professional improvement requests:

Rick Davis – Indiana School Safety Advanced Training – Indianapolis – August 29-30, 2016

Suzie Reagle – North Central Round Table Meeting – Frankfort – September 22, 2016

Wendi Campbell – North Central Round Table Meeting – Frankfort – September 22, 2016

Suzie Reagle – North Central Round Table Meeting – Sheraton – October 1, 2016

Wendi Campbell – North Central Round Table Meeting – Sheraton – October 1, 2016

Suzie Reagle – North Central Round Table Meeting – Lebanon – November 1, 2016

Wendi Campbell – North Central Round Table Meeting – Lebanon – November 1, 2016

Dawn Lytle – Cadre Training – Lafayette – September 19, 2016

Dawn Lytle – Cadre Training – Lafayette – October 17, 2016

Dawn Lytle – Cadre Training – Lafayette – November 21, 2016

Suzie Reagle – Fall ICASE – Indianapolis – October 6-7, 2016

Wendi Campbell – Fall ICASE – Indianapolis – October 6-7, 2016

Tracy Horrell – Indiana School Safety Training – Indianapolis – August 29-30, 2016

Ann Loveless – 2016 EL Conference – WVEC – October 5, 2016

Marti Lushin – 2016 EL Conference – WVEC – October 5, 2016

Julie Pownall – 2016 EL Conference – WVEC – October 5, 2016

Lissa Stranahan – 2016 EL Conference – WVEC – October 5, 2016

Amy Onyett – Unite Users Group Meeting – Brownsburg – September 16, December 9, 2016 and April 28, 2017

Wendi Campbell – CPI Training – Taylor – September 16, 2016

Lexi Olmstead – CPI Training – Taylor – September 16, 2016

Dave Anderson – CPI Training – Taylor – September 16, 2016

Emily Nicholson – CPI Training – Taylor – September 16, 2016

Cheryl Fry – CPI Training – Taylor – September 16, 2016

Hailey Rice – CPI Training – Taylor – September 16, 2016

Dawn Lytle – CPI Training – Taylor – September 16, 2016

Karen Fisher – CPI Training – Taylor – September 16, 2016

Cara Harris – CPI Training –Taylor – September 16, 2016

Leigh Magdelinskas – CPI Training – Taylor – September 16, 2016

Whitney Riley – CPI Training – Taylor – September 16, 2016

Gena Harshman – CPI Training – Taylor –September 16, 2016

Paula Jones – CPI Training –Taylor – September 16, 2016

Emily Newton – Academic Coaches Conference – Indianapolis – September 27, 2016

Emberli Stewart – Academic Coaches Conference – Indianapolis – September 27, 2016

Becky Hickey – PECS Level 1 Training for Autism – Carmel –September 12-13, 2016

Josie Miller – Academic Coaches Conference – Indianapolis – September 27, 2016

Patricia Waterman – Academic Coaches Conference – Indianapolis – September 27, 2016

Kristen Cole – Indiana State Reading Conference – Noblesville – September 17, 2016

Lyndsay Fisher, Suzi Morgan, Ty Spangler, Brad Bennett – Teacher Eval Instrument Review – Western – August 12, 2016

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

Item #17 – Board Member Roundtable

Mrs. Shepherd thanked Mrs. Carter for her work on the budget, and Mrs. Stranahan for her work with the grants. She also thanked everyone in attendance for coming.

Mr. Gaskins thanked Mr. Schmidt and Mrs. DeWeese for their presentation of the new program eBackpack.

Mr. Maugans expressed his appreciation for all teachers and staff.

Mr. Koloszar shared how nice the buildings and campus looks, and thanked the custodians for doing such a great job of keeping it that way.

Mr. Kenworthy thanked Mr. McCracken and Mr. Bennett for the update of the teacher evaluation tool.

Mr. Wells echoed the sentiments of the other members.

Item #18 – Signing of Documents

The proper documents were signed.

Item #19 – Adjournment

The meeting was adjourned at 6:38 p.m.