

Western School Corporation

Russiaville, IN 46979

August 19, 2008

Minutes of the regular meeting of the Western School Board of Trustees, held on Tuesday August 19, 2008 at 6:00 p.m. in the Boardroom of the Administration Building.

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

Members Absent: Don Wells, and Jeff Davidson.

Others Present: Peter O'Rourke, Randy McCracken, Dick Taylor, Taffy Cooke, Pam Carter, Pat Grzesiak, Abby Rodgers, Rick Davis, Rick Fields, Julie Pownall, and Ryan Santana.

Mr. Koloszar led prayer and Mr. Maugans led the Pledge of Allegiance.

Item #1 Opening of Meeting

Mr. Maugans called the meeting to order at 6:02 p.m.

Item#2 Approval of Agenda

Dr. O'Rourke asked that the Agenda be amended to include additional items under Personnel and the Superintendent's Report. He also asked that Agenda item #8 – Additional Appropriation Recommendation- be deleted. Mr. Koloszar moved that the Agenda be approved as amended by Dr. O'Rourke, Mr. Marley seconded the motion which passed 5-0.

Item #3 Approval of Minutes

Mrs. Singer made a motion to approve the minutes of the July 8, 2008 regular meeting and the July 15, 2008 regular meeting. Mr. Marley seconded the motion and it passed 5-0.

Item #4 Opportunity for Public Comment

Ryan Santana, Western High School Junior Class President, spoke in support of the water usage language contained in the Wellness Policy. Mr. Santana indicated that his view was consistent with that of a fairly broad representation of the student body. Mrs. Singer asked several questions regarding the impact of the proposed language on the classroom learning environment to include discipline, management, safety and student responsibility issues.

Item #5 Reports

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

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 08/19/08

Bank Balance

CB - Checking Account Balance 07/01/08	\$5,508,175.05
Non-Revenue Receipts	226,334.07
MTD Revenue	2,974,808.76
Disbursements from Clearing Accounts	287,702.23
MTD Disbursements	<u>2,101,375.04</u>
Checking Account Balance 07/31/08	\$6,320,240.61

Total Depository Balance 07/31/08 \$6,320,240.61

Vendor Claims Submitted For Approval

#53439 – 53469 of 07/16/08 – 07/31/08	\$937,969.11
#53470 – 53642 of 08/01/08 – 08/19/08	<u>\$912,606.74</u>
TOTAL:	\$1,850,575.85

Payroll Claims Submitted for Approval

6 of 07/03/08	\$359,832.76
1 of 07/18/08	<u>\$330,481.55</u>
TOTAL:	\$690,314.31

 Interest on Checking 01/01/08 to 07/31/08 \$72,672.51

pc

Mr. Marley made a motion to approve the Treasurer's Report and claim docket. Mr. Koloszar seconded the motion and it passed 5-0.

- b. Director of Transportation- In addition to the information contained in her written report, Mrs. Cooke provided details on the bus accident which occurred on Thursday, August 14, 2008, her continuing efforts to equalize bus route student numbers, and the recent awarding of the Safe Haven Grant. Mr. Kenworthy asked about the projected completion date of the Route 26 roadwork.
- c. Director of Maintenance- Mr. Grzesiak reviewed the contents of his written report to the Board.
- d. Director of Technology- Mr. Taylor informed the Board that the Technology Department had taken pictures of all kindergarten students to help identify the students in the cafeteria line(s) to facilitate the Primary School's implementation of full-day Kindergarten.
- e. Assistant Superintendent- Mr. McCracken provided the Board detailed information on the ongoing bus parking/garage project as well as the development of playground areas behind the Primary and Intermediate Schools.
- f. Superintendent- Dr. O'Rourke discussed some data contained in the publication, "Answering the Critics of School Administration: what are the Facts?". He also reminded the Board of the upcoming ISBA annual conference (Sept. 29-30, 2008) and asked that Board members submit comments and observations for inclusion in a presentation to be given by himself and Mr. Maugans at the conference on paperless Board meetings. Dr. O'Rourke reminded the Board of a presentation they had recently received on Energy Savings Programs. He provided each member with a proposal from Performance Services and asked the Board to review it prior to a Performance Services presentation at the September 2, 2008 regular Board meeting. Dr. O'Rourke commended Mr. Joe Reel and the Panther Tech team for designing and attaching IV holders to several wheelchairs used at Howard Regional Hospital.

Mr. Marley moved and Mr. Koloszar seconded that the old fencing and score board from the Primary School Softball field be donated to Russiaville Girls Softball League. The motion passed 5-0.

Item #6 Permission to Advertise 2009 Budget

Mr. Kenworthy moved and Mrs. Singer seconded that the Board give permission to advertise the 2009 budget, Form 3 and Bus replacement plan. The motion passed 5-0. Mrs. Carter provided the budget adoption calendar to the Board and informed the Board that the public hearing date has been changed from August 28, 2008 to September 2, 2008.

Item #7 Annual Financial Report

Dr. O'Rourke informed the Board that the Annual Financial Report has been published in accordance with I.C. 5-3-1-3 and had been provided to the Board for information.

Item #8 Additional Appropriation Recommendation

Deleted from the Agenda

Item #9 Approval of Teacher's Master Agreement (school year 08-09)

Mrs. Singer moved and Mr. Kenworthy seconded that the SY 2008-09 Master Agreement between the Western School Corporation and the Western Education Association contain the following changes to the SY 07-08 Agreement:

Compensation

- Increase base salary by three percent (3%)

Insurance Benefits

- Increase the board's contribution by \$150 for the single insurance to \$4150
- Increase the board's contribution by \$360 for the family insurance to \$9860

Other

- ECA Schedule
 - Extended Contracts:
 - The Corporation's Librarian may have his/her contract extended up to ten (10) working days and his/her daily time extended up to one (1) hour per day, for a total of seven and one half hours (7 ½) per day for the length of the contract.

Department Chairman

- G/T

The motion passed 5-0

Item #10 Approval of the Administrator/Director Compensation Packet (school year 08-09)

Mr. Maugans moved and Mr. Koloszar seconded that the SY 2008-09 Administrator and Director Compensation Packet contain the following changes to the SY 07-08 documents:

- a. Administrator: A salary increase for all administrators of 3% over the SY 07-08 amount, except that Dr. O'Rourke receive a salary of \$110,000 for SY 08-09. Additionally, that short-term disability be added to the Insurance provided to all administrators.
- b. Directors: A salary increase for all directors of 3% over the SY 07-08 amount, except that Mrs. Carter receive a salary of \$53,685 for SY 08-09.

The motion passed 5-0.

Item #11 Approval of Support Staff Compensation Packet (school year 08-09)

Mr. Marley moved and Mr. Kenworthy seconded that the SY 08-09 Support Staff Compensation Packet contain the following changes to the SY 07-08 packet:

- a. Corporation bus drivers will be paid ten (10) hours for meetings/ bus transporting/ route planning, bus washing.
- b. Pay for extra-curricular trips will be at the rate of \$9.25 per hour with a two (2) hour minimum trip charge.
- c. Substitute drivers for route drivers will be paid \$15.84 per hour.
- d. Insurance: (1) 220-260 days employment at 7.5 hours or more per day the family contribution rate is \$9860.00; the single contribution rate is \$4150.00; (2) 200-219 days employment at 7.5 hours or more per day the family contribution rate is \$4930.00, and the single contribution rate is \$2075.00.
- e. Employees who work 260 days shall be granted up to three (3) days of leave, accumulative to six (6) days.
- f. A 3% increase in the support staff wage scale over the SY 07-08 scale.
- g. Add Network Administrator to the wage scale.
- h. Adjust the wage scale for the Payroll Deputy Treasurer.
- i. Adjust the experience within the job categories.
- j. Eliminate the probationary period.
- k. Note that Dr. O'Rourke will make further adjustments to the Nurses wage scale.

The motion passed 5-0.

Item#12 New Facility Approval Resolution

Mr. Marley moved that the school corporation resolve to proceed with a petition for an excess levy with the Department of Local Government Finances (DLGF). Mrs. Singer seconded the motion which passed 5-0. A copy of this resolution is included as a permanent part of these minutes.

WESTERN SCHOOL CORPORATION

2600 S. 600 W.
Russiaville, IN 46979

The Board of School Trustees adopts this resolution for additions to Western Primary, Intermediate, and High School, Howard County, Indiana

WHEREAS, the governing body of the Western School Corporation needs to increase its 2009 Adjusted Base Levy in the amount of \$306,189 to operate the additions, pursuant to I.C. 6-1.1-19-4.4.

The governing body of said school corporation hereby resolved to proceed with a petition for as **Excess Levy** to the Department of Local Government Finance

This resolution was adopted this 19th day of August, 2008.

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NAY

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<i>Paul Mangano</i>	<hr/>
<i>Jon Marley</i>	<hr/>
<i>Michael J. Kolosyar</i>	<hr/>
<i>Philip D. [unclear]</i>	<hr/>
<i>Harry Kemworthy</i>	<hr/>
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ATTEST:

Michael J. Kolosyar
SECRETARY OF GOVERNING BODY

Item #13 New Budget Approval Calendar/Requirements

Dr. O'Rourke and Mrs. Carter reviewed the revised Budget Approval timeline and the contents of a July 18, 2008 letter from Cheryl Musgrave, Commissioner, DLGF, on County Council Budget Reviews.

Item #14 Health/Dental Insurance (school year 08-09)

Mr. Marley moved that the school corporation continue with Anthem as the corporation health care provider for SY 08-09 and approve MET Life as the new dental provider for the corporation for SY 08-09. Mr. Koloszar seconded the motion which passed 5-0.

Item #15 Cash Tuition Recommendation (school year 08-09)

Mr. Marley moved and Mr. Kenworthy seconded that the Board adopt the cash tuition charges for SY 08-09 recommended by Mrs. Carter. The motion passed 5-0.

Item #16 Energy Savings Proposal

Dr. O'Rourke provided a copy of the Guaranteed Savings Proposal for Western School Corporation developed by Performance Services. He indicated that the Board members should review the document and that the Performance Services Team would be at the September 2, 2008 regular meeting to answer questions about the process.

Item #17 Additional Staff/M.S. Jump Start

Mrs. Singer moved that the Board approve the request for additional Middle School Jump Start teaching staff submitted by Mrs. Pownall. Mr. Koloszar seconded the motion which passed 5-0.

Item #18 Second Readings/Approval NEOLA, Wellness, Facility Usage Policies, and Transportation Administrative Guidelines

- a. NEOLA: Mr. Kenworthy moved and Mr. Marley seconded that the Board approve the following NEOLA recommended policies, administrative guidelines and forms:
 - Policy 1200: No change
 - Policy 1214: No change
 - Policy 1231: No change
 - Policy 1411: Eliminate the last sentence in the third paragraph.
 - Policy 3211: Eliminate the last sentence in the third paragraph.
 - Policy 3430.01: No change
 - Policy 4211: Eliminate the last sentence in the third paragraph.
 - Policy 4430.01: No change
 - Policy 6150: Rejected
 - Policy 6520: Change the word "may" in second sentence to "shall".
 - Policy 8310: No change
 - Policy 8900: No change

- Policy 9800: No change
- Guideline 1411: No change
- Guideline 3211: No change
- Guideline 4211: No change
- Guideline 7250: No change
- Guideline 7540.05: Change “every ninety (90) days in Responsibilities B, page 2, to “every one hundred eighty (180) days. Change the word “ever” to “every”.
- Guideline 8120: No change
- Guideline 8310A: No change
- Form 3120.09 F1 and 4120.09 F1: No change
- Form 8120 F1: Eliminate “We would appreciate your cooperation by indicating that you” from the second sentence in the fourth paragraph. Begin the sentence with “I”.

The motion passed 5-0.

- b. Wellness Policy: Mr. Marley moved to accept the Wellness Policy as presented by the Wellness committee with the exceptions of removing the word “only” from page 9, section C, fifth section and adding the words “passing illness or disease,” to page 10, seventh section. The motion died for lack of a second. During open discussion Mr. Davis, high school principal, summarized the objection of some of his staff members to the section in the proposed policy allowing students access to bottled water in the classroom. Mr. Davis indicated that teachers wanted the ability to establish their own classroom rules regarding access to water, and that they had concerns about safety, particularly science and computer areas. Mr. Davis also expressed concern about students mixing alcohol into the water. Mrs. Pownall expressed similar concerns by the middle school teachers. Mrs. Singer asked about the purpose of the Western policy and also expressed concerns about the impact unlimited access to water would have on the learning environment.
- Mr. Marley moved to amend his original motion concerning page 9, section C, fifth section, so that the section would read, “Students at Western are permitted to have bottled water in clear containers, in the classroom, at the discretion of each teacher.” Mr. Koloszar seconded the amended motion which passed 4-0-1, with Mrs. Singer abstaining.
- Mr. Marley then moved to approve the Wellness Policy as amended. Mr. Kenworthy seconded the motion and it passed 4-1, with Mrs. Singer voting nay.
- c. Facility Usage Policies, Administrative Guidelines, and Facility Use Request Forms: Mr. Kenworthy moved that the Board approve the Facility Usage Policies, Guidelines and Form(s) as submitted by Mrs. Cooke. Mr. Koloszar seconded the motion which passed 5-0.
- d. Transportation Guidelines: Mr. Marley moved that the Board approve the Transportation Guidelines submitted by Mrs. Cooke to include the changes in wording to Guideline 8600, page 2, section C.1, regarding the viewing of videos by parents. Mr. Kenworthy seconded the motion, which passed 5-0.

Item #19 Parisi Speed School

Mr. Marley moved that the Board approve the recommendation of Rick Fields and Rick Davis to allow Parisi Speed School to offer free athletic training-six free team training sessions for all Western Varsity Athletic teams- in exchange for Parisi advertising signs being placed in the H.S. gymnasium, and on the football and soccer storage barns. Mr. Koloszar seconded the motion which passed 5-0.

#20 Personnel

Mr. Koloszar moved that the Board approve the following recommendations for employment, resignations, leaves, and ECA staffing:

a. Recommendations for Employment:

1. Kristi Leap, Primary School Social Worker
2. Melissa Campbell, Primary School MiMH teacher
3. Jennifer Adkins, HS Chemistry/ICP teacher
4. Heather Schermer, PS Kindergarten teacher
5. Melinda Kirk, PS Kindergarten teacher
6. Diane Maurice, PS Kindergarten teacher
7. Heidi Pearcy, IS 4th grade teacher
8. Charisse Smith, MS FACS teacher
9. Jennifer Bray, MS Special Education teacher
10. Cole Davis, custodian
11. Gail Stephens, custodian
12. Vicki Hill, PS Media aide
13. Marti Lushin, PS Temporary 2nd grade teacher
14. Norma Etherington, Special purpose vehicle driver, 2 hrs. per day
15. Carol Vandervort, School bus safety instructor, 10 hrs.
16. Rhondalynn Rushing, Corporation receptionist

b. Resignations:

1. Tracy Bramel, HS Chemistry/ICP teacher
2. Adrienne Faulkner, PS 2nd grade primetime aide
3. Tara Smith, MS 8th grade resource room teacher.
4. Leanna Gottsholl, MS FACS teacher

c. Leaves:

1. Pam Wood, Medical
2. Lucille Anderson, Personal
3. Kelley Engle, Maternity

d. ECA Staffing:

1. Mike Smith, Varsity Asst. Football-paid
2. Derek Tuggle, Varsity Asst. Football-paid
3. Jon Anderson, Varsity Asst./J.V. Football-paid
4. Spencer C. Coy, Varsity Asst./J.V. Football-paid
5. Kyle Hall, Varsity Football-volunteer
6. Jeff Parker, 9th grade Football- paid

7. Brad Webster, 9th grade Asst. Football-paid
8. Brent Smith, 8th grade Football- paid
9. Timothy J. Penning, 8th grade Asst. Football-paid
10. Charles Steven Harshman, 7th grade Football-paid
11. Casey Braden, 7th grade Asst. Football-paid
12. Dennis S. Shoffner, MS Football-volunteer
13. Brandon Shawhan, Boy Tennis-volunteer
14. Gregory Ostopa, JV Volleyball, paid
15. Lyle Miller, Cross County-volunteer
16. David "Bo" Britten, Cross Country-volunteer
17. Gary Jewell, Cross Country-volunteer
18. Daryl Kent Eaton, Boys soccer-volunteer
19. Daniel Gibson, Boys soccer-volunteer
20. Jeff Musgrave, Boys soccer-volunteer
21. Joe Dishon, Boys soccer-volunteer
22. Rene Jones, Girls soccer-volunteer
23. Cheryl Helmberger, Varsity Girls Basketball Asst.-paid
24. Kay Lazar, Varsity Girls Tennis-paid
25. Bill Dickenson, Fall Supervision-\$800
26. Bill Dickenson, Winter Supervision-\$400
27. Ron Phillips, Winter Supervision-\$400
28. Debbie Wilson, Spring Supervision-\$800
29. Nate Schmidt, 8th grade Volleyball

The motion passed 5-0

Item #24 Professional Development

Mr. Marley moved and Mrs. Singer seconded a motion that the Board approve all of the attached professional improvement requests. The motion passed 5-0

PROFESSIONAL IMPROVEMENT REQUESTS August 7, 2008

BROOKE GIBSON-CLASSROOM BUSINESS ENTERPRISE FOR INDIANA
COUNCIL FOR ECON. ED. @ PURDUE UNIVERSITY ON OCT. 7, 2008

CHRISTY FRAZIER-FOOD SAFETY CERTIFICATION CLASS @ IVY TECH,
KOKOMO ON AUGUST 29, 2008

LORI LARIMORE-FOOD SAFETY CERTIFICATION@IVY TECH, KOKOMO
ON AUGUST 29, 2008

TAFFY COOKE-SCHOOL SAFETY ACADEMY@INDIANAPOLIS ON
OCTOBER 27 & 28, 2008

BROOKE GIBSON-ICEE ANNUAL STATE AWARDS PROGRAM@INDIANA
STATE HOUSE ON NOVEMBER 7, 2008

LORI LARIMORE-STANZ TRAVELING FOOD SHOW @JOHANNING CIVIC
CENTER ON AUGUST 27, 2008

EMILY KLINGLER-STANZ TRAVELING FOOD SHOW@JOHANNING CIVIC
CENTER ON AUGUST 27, 2008

KIM DEARDORFF-STANZ TRAVELING FOOD SHOW@JOHANNING CIVIC
CENTER ON AUGUST 27, 2008

BOBBI MYERS-STANZ TRAVELING FOOD SHOW@JOHANNING CIVIC
CENTER ON AUGUST 27, 2008

CHRISTY FRAZIER-STANZ TRAVELING FOOD SHOW@JOHANNING CIVIC
CENTER ON AUGUST 27, 2008

Item #22 Board Roundtable

Mrs. Singer congratulated Dr. O'Rourke on the opening day program for teachers and staff

Item #23 Signing of Documents

The proper documents were signed

Item #24 Adjournment

The meeting was adjourned at 8:55 p.m.

