

Western School Corporation

Russiaville, IN 46979

May 19, 2009

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, May 19, 2009 at 6:00 p.m.

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

Members Absent: Jeff Davidson

Others Present: Pat Grzesiak, Pam Carter, Taffy Cooke, Dick Taylor, Abby Rodgers, Peter O'Rourke, Josh Larsh, Brandon Shawhan, Rick Davis, Rhondalynn Rushing, Julie Pownall, Julie Marley, Karen Bellus, Rachel Marley, Bailey Bellus, Ann Bradshaw, Robert Braniff, Danielle Rush, Bob Brantley, and Heather Hendrich

Mr. Koloszar 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 6:01 p.m.

**Item #2-Approval of the Agenda**

Dr. O'Rourke indicated that he would like to add an additional personnel item to the agenda. Mr. Koloszar made a motion to approve the agenda as amended by Dr. O'Rourke. Mr. Marley seconded the motion which passed 6-0.

**Item #3-Approval of the Minutes**

Mr. Marley made a motion to approve the minutes of the April 21, 2009 regular meeting. Mr. Wells seconded the motion which passed 6-0.

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

There were no comments from the public.

**Item #5-Panther Pride**

- a. Mr. Larsh and students Bailey Bellus and Rachel Marley presented a wonderful summary of the recent eighth grade trip to Washington D.C.

- b. Dr. O'Rourke recognized the Western Varsity and Junior Varsity cheerleaders for their participation in the March 2009 Coin Harvest event. This event, sponsored by Sycamore Financial Group supports Bona Vista Programs.
- c. Dr. O'Rourke recognized the Western High School chapter of Best Buddies, which won the organization's Rookie Chapter of the Year award for 2008-2009.
- d. Ms. Taffy Cooke and Mr. Maugans, on behalf of the Board, summarized the heroic actions of bus driver Bob Brantley during a recent domestic fire incident. Mr. Maugans presented a Certificate of Recognition to Mr. Brantley.

**Item #6-Reports**

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

WESTERN SCHOOL CORPORATION  
 TREASURER'S REPORT  
 BOARD MEETING 05/19/09

Bank Balance

CB - Checking Account Balance 04/01/09	\$7,400,775.52
Non-Revenue Receipts	375,678.36
MTD Revenue	1,269,636.86
Disbursements from Clearing Accounts	5,421,749.65
MTD Disbursements	<u>1,971,040.60</u>
Checking Account Balance 04/30/09	\$1,653,300.49

Total Depository Balance 04/30/09 \$1,653,300.49

Vendor Claims Submitted For Approval

#55121 – 55147 of 04/22/09 – 04/30/09	\$5,367,441.28
#55148 – 55277 of 05/01/09 – 05/19/09	<u>\$619,556.26</u>
TOTAL:	\$5,986,997.54

Payroll Claims Submitted for Approval

#20 of 04/09/09	\$460,056.92
#21 of 04/24/09	<u>\$444,545.59</u>
TOTAL:	\$904,602.51

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 Interest on Checking 01/01/09 to 04/30/09 \$23,832.14

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Mr. Wells made a motion to approve the Treasurer's report and the claim docket. Mr. Kenworthy seconded the motion which passed 6-0.

- b. Director of Transportation: In addition to Ms. Cooke's previously submitted written report, she indicated that Mr. Pete Baxter, Indiana Department of Education, had done a safety analysis of our student drop off procedures at the high school and middle school. Ms. Cooke stated that the corporation is investigating the possibility of extending the sidewalk area. Mr. Marley asked if curbing would be a possibility. Pat Grzesiak said that he didn't think so because of the drainage issue.

Western School Corporation  
Taffy Cooke, Director of Operations

### May School Board Meeting

- ✚ Spring is always a very busy time in the transportation office- juggling over 200 extracurricular trips , and the wet weather has certainly added to the organized chaos this year – the re-scheduling of trips has become a full-time position! Thankfully, our pool of sub drivers is at an all-time high with nineteen!! Our trainers have been busy with potential candidates and we are currently not accepting anyone who does not already have a CDL with the proper endorsements. Our training program continues to expand and improve and we have really seen improvements in our percentages of candidates who successfully pass their skills test on the first try.
- ✚ I received notification of a revision in the Indiana Code that speaks to railroad crossing procedures for buses. Effective July 1, 2009 school buses have to stop at railroad crosses even when there are no passengers on the bus.
- ✚ We have already begun preparing for school bus inspection which will be July 16<sup>th</sup>. We have 35 buses and SPVs that will be inspected this year – the great news is that if it rains, we have a bus facility that we can use for the inspection – I have spent more than one inspection day in the rain trying to keep paperwork dry and not blowing away!!
- ✚ We had a minor bus accident on Wednesday afternoon, May 6<sup>th</sup>. It did involve a student driver, but thankfully no one was hurt and the damage to both vehicles was minimal.
- ✚ On Thursday, May 7<sup>th</sup>, I went to Union City to see the only school bus in Indiana that has a hybrid conversion kit installed. We visited the facility that actually installs the conversion kits and had the opportunity to ride on the bus and learn more about the system. The cost of the systems is somewhere around \$40,000 and they claim 30% fuel savings. The bus that has the hybrid system on it runs a rural route and the claim is that the savings would be even more on a route with an aggressive duty cycle that has numerous stops and starts. These systems can only be used on front-engine buses and they say they can be moved to another bus with a longevity goal of 20 years.
- ✚ I attended a meeting on Tuesday, May 12<sup>th</sup> hosted by the Howard County Health Department to discuss Pandemic preparedness and to share what each agency has done/is doing in regard to the H1N1 influenza strain and also to give us the most current status of the virus. There still have been no confirmed cases in Howard County and 61 confirmed cases in the state of Indiana. I shared what we have done as a corporation and it sounded as if most of us are taking similar precautions. The city attorney and several county commissioners were in attendance and the recommendation was made to re-organize a Kokomo-Howard County Domestic Preparedness Committee. The goal of that committee would be to implement a city/county wide preparedness plan that would look at all of the individual agency's plans and be prepared as a county for the many different scenarios that we might have to face. I do feel that we have been proactive in our pandemic preparedness and will continue to add to our plan.

- c. Director of Maintenance: Pat Grzesiak submitted the following report:

#### Status Report from Pat Grzesiak

##### *For the month of May 2009*

###### Custodial

The Custodial crews are getting their orders ready and scheduling for summer cleaning. This year should be great at the High School due to no construction!

###### Building Projects

- ❖ The bus barn is near completion. The Gas will be hooked by Friday the 15<sup>th</sup>, the plumbers, electricians are about completed and Mattcon should be grading the outside and putting in gravel. We will then start pouring the pad and moving the fuel tanks to their new location inside the bus complex. I have budgeted for asphalt to be done next summer according to county codes. I hope to have a punch list walk thru by next Wednesday. We are also getting lettering for this building that will say " Western Transportation ", I think this will set the building off and let everyone know what a nice bus facility we have. I am looking forward to having a chance to give the board a tour of our newest facility.
- ❖ I have purchased some black mulch for landscaping the outside of all buildings. I think these sets off our beautiful plants and show our school colors. I hope to have it all done by graduation.
- ❖ We have a new piece of equipment for the grounds department. I have purchased a John Deere front deck mower, with a 72" deck, four wheel drive, and a trac-vac system to keep the laws looking clean and fresh. I also purchased a snow plow for this machine so this will not just be used in the summer, but all year round so we can get the most use out of this equipment. I got several quotes from different vendors, and McGavics from Kokomo was the best one. The total list for this equipment was \$ 35,140.00; I got all of this for \$21,098.00. I am a believer in the right equipment for the best job.
  
- ❖ We have been very busy with Ethel Morgan, the engineer on the water project. Ortmans are getting ready to do the volume test on the test well, Ethel will be here on the 13<sup>th</sup> to do a Corp. wide walk thru before she finalizes the plans, there has been surveyors here the last few days getting elevation shots, and we are ready to set up a fair wage hearing which the state mandates for a project this size. I am also happy to report that I have been contacted by Sarah Hudson, IDEM Administrator in charge of Arsenic Abatement Grants, that we have been awarded a \$300,000.00 dollar grant towards this project. Once we have submitted the final plans, we will receive a formal letter stating this.

Dr. O'Rourke commended Pat for his efforts in obtaining an Arsenic Abatement Grant for the corporation.

- d. Director of Technology: Mr. Taylor submitted the following report:

###### Technology Director Report

May 13th, 2009

###### **Lead Teacher Selections**

We have completed the Lead Teacher selection process and the Lead Teachers that will begin a two-year term starting this fall are:

Primary – Mary Grinstead

Intermediate – Carrie Worland

Middle School – Kevin Pax

High School – Audrey Dailey

I am very excited about this group of Lead Teachers. Both Kevin and Audrey will be starting their first term and have some very exciting plans for integration of technology with their new Social Studies book adoptions.

**Technology Committee**

The Technology Committee met Monday, May 4th to consider two main items. First we reviewed and approved the process for teachers to submit YouTube videos for inclusion in our Safe Video Library. We also spent some time discussing the new three-year technology plan and are working on evaluation and reviewing our goals. Our new three-year plan is due November 1st.

**End of Course On-line Testing**

We are again a conducting Core 40 on-line testing this year. This on-line testing will consume much of our computer lab resources in the high school and middle school these last few weeks of the school year.

**State Reports**

As school begins to wind down, the state reporting process picks up considerably. Here is a list of reports that we are responsible for submitting electronically through the STN site in the next two months:

STN ME (Membership/ADM) data due May 22nd

STN AD (Additional student information) data due June 5th

STN AT (Attendance) trial data submission due May 29th (to resolve conflicts prior to summer submission) with actual data submission beginning June 1st

**Projects Update**

Other projects that we are currently working on include:

- Replacing 16 video security cameras and adding 6 new ones to middle school
- We have replaced the computers in the middle school room 1 lab and are in the process of placing the old computers in Math/Language Arts classroom for remediation
- Planning for the installation of our first 1:1 classroom in high school room 203 (Carla Smith)
- Installation of 7 new classroom projectors (an additional 5 will be installed this summer)

Dick Taylor,

- e. Assistant Superintendent: Mr. McCracken submitted the following report:

**Title I Grant Application**

I am beginning the process of completing the Title I Grant for the 2009 – 2010 school year. I plan to present the grant in June for your approval. Our grant total for this year is \$250, 788.50. This is down \$26,052.24 from last year even though our percent poverty for the corporation went up by almost 1%. I have contacted the Title I office for clarification but have not received a response.

2009		2010
Western Primary	25.50 %	
Western Intermediate	22.95 %	
Western Middle School	20.99 %	
Western High School	15.63 %	
Totals	20.82 %	

The requirement of Title I is that funds received from this grant must be used to supplement the educational program of at risk students and not supplant the instruction that all students would normally receive. This means that pull-out type programs cannot be done if the children involved would miss normal classroom instruction and that all assistance through Title I funds must be in addition to the instruction that all other students would receive.

2. Summer School Update

We are in the process of finalizing the numbers for Summer School. Principals are calling parents in an effort to maximize the opportunity for those students in need of the additional time. As in the past, I will bring staff recommendations to you in June for your approval once we have a final count of students attending.

3. Requesting Waiver for After-School Child Care

The Department of Education is in the process of revising the After-School Child Care waiver. Due to this fact, I will be requesting your approval to allow me to submit the waiver application to the Department of Education at the June board meeting.

- f. Superintendent: Dr. O'Rourke submitted the following report:

Superintendent's Report

May 2009

- 1. We received our 2009 tax rates from the Department of Local Government Finance (DLGF). An assessed value and rate comparison chart(s) for 2007, 2008, and 2009 are next under:

Assessed Value

2007: 659,187,971.00  
 2008: 677,269,520.00  
 2009: 520,718,720.00

Rate Comparison

<u>Fund</u>	<u>2007/2008/2009 Rates</u>
General	.6253/.6453/.0000
Transp. Op.	.1188/.1199/.1623
Bus Rep.	.0682/.0413/.0501
Debt Serv.	.2704/.4246/.4379
CPF	.3075/.3056/.3240
Pension	.0561/.0360/.0471
<b>Total:</b>	<b>1.4484/1.5748/1.0214</b>

Note: (1) The change in AV  
(2) The absence of a rate for the general fund

2. PL221 Results

I have provided a summary of our results. Middle School was actually exemplary, but is capped because of having received two years of "NO" in AYP. (This year MS received a yes). Others stayed the same or went up except for the High School which missed academic progress by 1.1%. Overall, a very good performance for Western Schools.

I have also included copies of a PL221 fact sheet and news release for your use.

3. The Indiana General Assembly adjourned sine die at 12:00 a.m. Wednesday, April 29. What started as a general agreement for a \$1.3 billion reserve evolved to a \$1.5 billion demand from the Governor's office for a reserve, according to sources close to the negotiations and testimony from the House floor. A special session will be needed in June.

Other bills that had reached concurrence prior to adjournment:

SB 57 (signed by the Governor) Sign language interpreters in schools. Requires the advisory board of the division of professional standards of the department of education, before July 1, 2010, to adopt rules setting standards for sign language interpreters working in an educational setting.

SB 228 (signed by the Governor) End of route inspection by bus drivers. Requires the operator of a school bus or special purpose bus to visually inspect each seat within the bus at the end of each trip during which passengers are transported to determine that no passengers remain on the bus. Requires the owner of a school bus or special purpose bus to report each incident in which a passenger is left on the bus to the superintendent or superintendent's designee. Requires the superintendent or superintendent's designee to report each incident in which a passenger is left on the bus to the department of education. Makes a violation of the provisions a Class C infraction.

SB 263 Public school compensation payment schedules. Allows a public school corporation, the school for the blind and visually impaired, the school for the deaf, certain correctional institutions, certain state institutions, and the soldiers' and sailors' children's home to enter into a 13 month compensation payment schedule for work performed during a normal nine or ten month school year (the 26 pay issue).

HB 1343 (signed by the Governor) School dropout prevention. Creates the dropout prevention fund, to be administered by the department of education, to: (1) provide money for school corporation programs that identify students who are at risk of dropping out of school; and (2) provide appropriate interventions for those students.

HB 1419 Student discipline. Requires the governing body of a school corporation to develop an evidence based plan for improving behavior and discipline in the school corporation, and a school within the school corporation to comply with the plan in developing the school's plan. Requires school corporation discipline rules to incorporate a graduated system of discipline, which includes actions that may be taken in lieu of suspension or expulsion. Requires the



department of education to develop a master evidence based plan for improving student behavior and discipline upon which school corporations may base plans.

HB 1455 Autism training. Requires certain firefighter and law enforcement personnel to be trained in interacting with individuals with autism. Requires the department of education to create and distribute to school corporations for non-certificated employees a document that explains the aspects of autism including behaviors students with autism exhibit.

HB 1462 Criminal history checks. Requires a school corporation, a charter school, and an accredited nonpublic school to conduct an expanded criminal history background check before employing a potential employee in any position within the school corporation. Adds possession of child pornography to the list of felonies for which a teacher may lose the teacher's license.

4. Indiana School Accreditation Status

On May 6, 2009, the Indiana State Board of Education approved the accreditation status for 1968 Indiana public and non-public schools. I have included the memo from Gary Wallyn, dated May 8, 2009, which summarizes the process. The good news is that ALL OF OUR SCHOOLS received FULL ACCREDITATION STATUS.

5. We have been selected to present our strategic plan at the ISBA Fall Conference. See the attached letter.

Dr. O'Rourke also reported that the total amount of scholarships earned by seniors in Ms. Lester's AP Calculus and Statistic classes, as of May 19, 2009 is \$1,252,990.

**Item #7-Temporary Transfer to Depleted Funds**

Mr. Wells made a motion to approve the request from Pam Carter to borrow \$125,000.00 from the General Fund and place that amount in the Transportation Fund. Mrs. Singer seconded the motion which passed 6-0.

**Item #8-Textbook and Classroom Fees**

Mrs. Singer made a motion to approve the:

- a. Western Middle School Textbook and Classroom Fees, 2009-2010
- b. Western Primary School Textbook and Classroom Fees, 2009-2010
- c. Western Intermediate School Textbook and Classroom Fees, 2009-2010

as submitted to the Board, Mr. Koloszar seconded the motion which passed 6-0.

**Item #9-Handbooks**

Mr. Marley made a motion to approve the:

- a. Western Intermediate School Employee Handbook and Parent/Student Handbook
- b. Western Middle School Employee Handbook and Parent/Student Handbook
- c. Western Primary School Employee Handbook and Parent/Student Handbook
- d. Western High School Employee Handbook as submitted to the Board

- e. Western High School Parent/Student Handbook, as amended by Mr. Davis, High School Principal during the Board meeting.

Mrs. Singer seconded the motion. Mr. Marley asked Mr. Davis if any of the changes would create confusion or potential conflict. Mr. Davis said no, except possibly with the cell phone, radios, CD/DVD players, video games, MP3 players, or similar devices issue.

Mrs. Singer inquired about procedures to insure that students were aware of the contents of the handbooks. All principals indicated that class level meetings were held with students to help familiarize them with handbook contents.

The motion passed 6-0.

#### **Item #10-Request Approval for 8<sup>th</sup> Grade Washington D.C. Trip SY 2009-10**

Mr. Marley made a motion to approve the request for the 2009-2010 8<sup>th</sup> grade class Washington D.C. overnight field trip, May 13-18, 2010.

Mr. Marley also moved that the Board approve the student/parent written signature form associated with the trip. Mr. Kenworthy seconded the motion.

Mr. Maugans asked if the attendee selection process was excessively exclusionary. Mrs. Pownall said she didn't think so, and that the only students who were not allowed to attend were habitual offenders. In response to a question from Mr. Kenworthy, Mrs. Pownall indicated that about one-half of the current 8<sup>th</sup> grade class went on the SY 08-09 trip, but that others who were eligible chose not to participate.

The motion passed 6-0.

#### **Item #11-Personnel**

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

1. Recommendations:
  - a. Kurt Cantlon, Guidance Counselor, Western Middle School, beginning August 10, 2009
  - b. John Bales, Bus Mechanic, beginning June 1, 2009
  - c. Nicole Irwin, 3<sup>rd</sup> grade teacher, Western Intermediate School, beginning August 10, 2009
  - d. Kevin Funk, Seasonal Transportation Help
  - e. Allyson Gordon, Language Arts, Western Middle School, beginning August 10, 2009
  - f. Amy Lee, Speech/Language Pathologist, Primary/Intermediate School, beginning August 10, 2009
  - g. Joshua Melton, Chemistry/ICP, Western High School, beginning August 10, 2009
  - h. Kristin Bundy, Spanish teacher, Western High School, beginning August 10, 2009
  - i. Cindy Lester and Kay Lazar, homebound instruction
  - j. Boys basketball summer camps, June 8-12, 2009
  - k. Gymnastics summer camps, June 23-25, 2009
  - l. Gary Jewell, Head Coach, Boys Cross Country
  - m. Jennifer Elliott, Lyle Miller and Dave Britton, Cross Country volunteers
  - n. Lindsay Miller, Varsity Volleyball Coach, paid position

- o. Kristy Fortune, 5<sup>th</sup> grade volunteer, Brenda Strunk, 6<sup>th</sup> grade volunteer, Tammy Smith, 7<sup>th</sup> grade paid position, Allyson Gordon, 8<sup>th</sup> grade paid position, Jordyn McGinnis and Kristin Radford, split pay, Kylee White, JV paid position, cheerleading.
  - p. Kate Glick, Varsity Girls Soccer, paid position
  - q. Brandon Shawhan, Varsity and JV Boys Tennis Coach, paid position
  - r. Steve Hoppes, paid position, Varsity and JV Boys Golf Coach
2. Resignations:
- a. Dennis Crum, Teaching position at Western Middle School effective end of current contract year
  - b. Brandon Shawhan, 7<sup>th</sup> grade B Team Basketball coaching position
  - c. Laura Brown, Middle School spell bowl team coach
  - d. Pat Berry, Middle School junior social studies super bowl team sponsor

Mr. Wells seconded and the motion passed 6-0.

**Item #12-Professional Improvement Requests**

Mr. Wells moved and Mr. Koloszar seconded that the Board approve all of the following professional improvement requests:

***Jill Newby***-AP US History-Ball State University-June 15-18, 2009

***Judy Suffield***-Improving ISTEP Scores-Kokomo-April 21, 2009

***Brenda Strunk***-Instructor's CPR and AED-Indianapolis-April 14 and April 21, 2009

*(Judy Suffield and Brenda Strunk's requests were received after the April Board meeting)*

***Lori Larimore***-Comalex Open House-Fishers-May 6, 2009

***Christy Frazier***-Comalex Open House-Fishers-May 6, 2009

***Bobbi Myers***-Comalex Open House-Fishers-May 6, 2009

***Kim Deardorff***-Comalex Open House-Fishers-May 6, 2009

***Emily Klingler***-Comalex Open House-Fishers-May 6, 2009

***Dick Taylor***-Comalex Open House-Fishers-May 6, 2009

***Rick Davis***-Purdue Teacher Recruitment Day-Lafayette-May 5, 2009

***Julie Pownall***-Purdue Teacher Recruitment Day-Lafayette-May 5, 2009

***Amy Sutton***-Indiana State FFA Proficiency Grading-Trafalgar-April 15, 2009

*(Amy Sutton's request was not received by Mr. Davis until April 24, 2009)*

***Carrie Worland***-IDOE Item Review/Alignment Meeting-Indianapolis-May 8, 2009

**Emily Klingler**-Site Visit at S. Madison Comm. Schools-Pendleton-May 19, 2009

**Keith Whitford**-ITG Conference-Harrisburg,PA-May 28-29, 2009

**Jean Douce**-Speech Language Pathologist Meeting-Kokomo-May 18, 2009

**Carol Cole**-Speech Language Pathologist Meeting-Kokomo-May 18, 2009

**Erika James**-Speech Language Pathologist Meeting-Kokomo-May 18, 2009

The motion passed 6-0.

**Item #13-Dr. Heather Hendrich Summary of Dissertation**

Intermediate Principal Dr. Heather Hendrich provided a summary of her dissertation results which addressed the impact of inclusion at Western.

**Item #14-ISBA Summer Academy**

Dr. O'Rourke provided an information sheet on the upcoming ISBA Board Member Academy, July 9-10, 2009

**Item #15-Board Member Roundtable**

Mr. Kenworthy asked a question concerning students who graduate in more than four years. Mr. Davis said that some return and take the GQE, pass it, and then get a diploma. Others are encouraged to return and take needed course work in order to achieve sufficient credits for a diploma.

Mr. Maugans reported on small learning communities and the success of this approach to learning in Japan.

**Item #16-Signing of Documents**

The proper documents were signed.

**Item #17-Adjournment**

The meeting was adjourned at 6:51 p.m.

