

**Western School Corporation**

**Russiaville, IN 46979**

**October 20, 2009**

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, October 20, 2009 at 6:00 p.m.

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

Members Absent: None

Others Present: Taffy Cooke, Abby Rodgers, Randy McCracken, Peter O'Rourke, Dick Taylor, Pat Grzesiak, SSGT Marley, Kayla Winger, and Brittany Turner

Mr. Koloszar opened the meeting with prayer and Mr. Kenworthy led the Pledge of Allegiance.

**Item #1 – Opening of the Meeting**

Mr. Kenworthy called the meeting to order at 6:00 p.m.

**Item #2 – Approval of the Agenda**

Dr. O'Rourke requested that an additional item be added to Professional Improvement Requests. Mr. Maugans made a motion to approve the agenda as amended by Dr. O'Rourke. Mr. Marley seconded the motion which passed 7-0.

**Item #3 – Approval of the Minutes**

Mr. Koloszar made a motion to approve the minutes of the September 15, 2009 regular meeting and the October 5, 2009 special meeting. Mr. Maugans seconded the motion which passed 7-0.

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

There were no comments from the public.

**Item #5 – Public Hearing (1028)**

Dr. O'Rourke reported that he was in receipt of a letter, dated October 1, 2009, from Melissa K. Ambre, Director, Office of School Finance, IDOE, which indicated that the two QSCB requests for 2009, submitted by the school corporation had been denied.

Dr. O'Rourke requested that the Board suspend any further activity on QSCB until 2010. Mrs. Singer so moved. The motion was seconded by Mr. Wells and passed 7-0.

#### **Item #6 – Panther Pride**

Dr. O'Rourke commended the following to the Board:

- a. Anthony Bednarz, Molly Lauterbach, Nathan Lyons, Adam Ripley and Corinne Soutar for being named 2010 National Merit Scholarship Program semifinalists.
- b. Molly Lauterbach for receiving an Award of Excellence for her participation in the Honors Program in Foreign Language for High School students through Indiana University.
- c. Ms. Cindy Lester for her receipt of the 2009 Butler University College of Liberal Arts and Sciences Teacher Excellence Award.
- d. Mr. David Hole for his excellent teaching as attested to by former student Lelah Beaver.
- e. Della Clouse for her selection as a presenter of our 5 star reading program at the upcoming ILF conference.
- f. Peter O'Rourke, Linda Singer and J. Conrad Maugans for their presentation at the 2009 ISBA/IAPSS Fall Conferences.

#### **Item #7 – Presentation of Flags**

SSGT Brian Marley presented the following American Flags to the Board:

- a. American Flag brought back from Operation Iraqi Freedom 2008.
- b. American Flag that was flown on a combat logistical patrol by Alpha Company, 1<sup>st</sup> Battalion, 293<sup>rd</sup> Infantry during Operation Iraqi Freedom 2008.

Mr. Kenworthy made a motion that the Board accept these flags with pride and gratitude. Mr. Marley seconded the motion which passed 7-0.

#### **Item #8 – Reports**

- a. **Director of Finance:** Mrs. Carter was not present. In addition to her previously submitted report, and on behalf of Mrs. Carter Dr. O'Rourke reported:
  1. The Checking Account Balance as of 9/30/2009 was \$3,058,653.71.
  2. The Vendor Claims submitted for approval totaled \$1,528,393.93.
  3. The Payroll Claims submitted for approval totaled \$939,774.50.

WESTERN SCHOOL CORPORATION  
 TREASURER'S REPORT  
 BOARD MEETING 10/20/09

Bank Balance

CB - Checking Account Balance 09/01/09	\$3,439,638.46
Non-Revenue Receipts	315,999.91
MTD Revenue	1,428,590.56
Disbursements from Clearing Accounts	309,629.28
MTD Disbursements	<u>1,815,945.94</u>
Checking Account Balance 09/30/09	\$3,058,653.71
Total Depository Balance 09/30/09	\$3,058,653.71

Vendor Claims Submitted For Approval

#55951 - 55980 of 09/16/09 -09/30/09	\$657,680.23
#55981 - 56183 of 10/01/09 -10/20/09	<u>\$870,713.70</u>
TOTAL:	\$1,528,393.93

Payroll Claims Submitted for Approval

#5 of 09/11/09	\$470,216.42
#5A of 09/10/09	\$1,565.00
#6 of 09/25/09	<u>\$467,993.08</u>
TOTAL:	\$939,774.50

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 Interest on Checking 01/01/09 to 09/30/09 \$29,556.10

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Mr. Wells made a motion to approve the Treasurer's report and claims docket as indicated by Dr. O'Rourke. Mr. Davidson seconded the motion which passed 7-0.

- b. Director of Transportation:** In addition to her enclosed previously submitted written report, Mrs. Cooke indicated that she was continuing the daily monitoring of H1N1 statistics and that the Headstart Full Day Program Transportation requirements began on Monday, October 19, 2009.

Western School Corporation  
Taffy Cooke, Director of Operations

### October 2009 School Board Meeting

#### H1N1/Influenza A updates:

We will be offering the H1N1 vaccine for grades 6-12 on Tuesday, November 3<sup>rd</sup>. We will be doing a school messenger call to advise parents that they will be receiving information in the mail on this as well as a permission slip that has to be filled out and returned to school. The immunizations are free and there will be no administration fee connected to the clinic. Currently the nasal mist is all that is available, but the board of health is hopeful that by the time of the clinic, the injectable vaccine will also be available. They will also be holding off site clinics for students K-5. Those will be held at IUK. The dates for those are November 8<sup>th</sup>, 15<sup>th</sup>, and 22<sup>nd</sup> from 12:00 P.M. – 5:00 P.M. They will also be immunizing children from 6 months to four years.

Additionally, we have ordered 30 hand sanitizer dispensers that will be placed in high-traffic areas throughout the school. (near water fountains, gym lobby, commons area, etc.)

#### Transportation

- The state police were here on Monday, September 21<sup>st</sup> to audit our drug and alcohol files. All record keeping and files are examined to be sure that we are in compliance with state and federal mandates.
- We have spent a lot of time the last couple of weeks working out a plan for transporting a new full-day class of head start students. The new class has also changed the current AM/PM class list. There are a lot of details that have to be worked out as it also impacts our current schedule of special ed routes.
- I attended a meeting on Tuesday, October 13<sup>th</sup> at Wabash Valley Education Center to get information on the new web-based ordering process for school buses. We utilized coop purchasing last year for our bus purchases, and this on-line ordering is meant to simplify the process. All three bus manufacturers have bid base prices for conventional and transit buses and offer numerous options.

- c. Director of Maintenance:** Mr. Grzesiak went over his previously submitted report.

*Western School Corporation*

2600 S. 600 W.  
Russiaville, IN 46379.

## Status Report from Pat Grzesiak

*For the month of October 2009*

### Building Projects

- ❖ The new lights and pole in front of the auditorium are now installed and the north wall of the High School gym is now functional. I am now in the process of putting some flood lights on the canopy at the main entrance of the High School to totally light all front sidewalks for bus drop off and night school functions for safety and ease of sight reasons.
- ❖ We have started the Central Water Plant project. The building foundation is in and floors are being poured this month, the underground pipe has started and the main trenching will begin the week of the 20<sup>th</sup>. The well was put in, but due to not being in the tolerance of straightness, Peerless-Midwest is installing a whole new well at no cost to Western. The access road is in and the outer and inner walls will begin to go up soon. Parking lot and driveway trenching should begin the week of the 20<sup>th</sup>. I will work with the contractors to try and not disturb the flow of traffic as best as we can.
- ❖ This last week I received the check for \$300,000.00 for the water plant from the State Revolving Fund. I want to thank the people at IDEM for being so great to work with and especially Ms. Sarah Hudson for working with me to get this grant for the Staff and Students of Western School corporation.
- ❖ I am getting ready to start the south parking lot area by the softball and J.V. Practice fields for our students and patrons to be closer to the areas and for parking relief during games and tourneys. Davidson Excavating and Wyatt Johnson of 40<sup>th</sup> Parallel are doing this project. We are in the process of getting the plans reviewed and all the local permits needed for the drainage. I have spoke to the residents involved in getting an easement across their property for a tile which will drain the parking lot as well as help them in the future. The school attorney will be drawing up the documents and I will have the parties sign them as soon as I can.

As always if you have any question please call me or stop in and ask me anytime.

Pat Grzesiak

Pat Grzesiak – Director of Maintenance

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Mr. Wells asked a question regarding lighting on the West side of the high school. Mr. Grzesiak said that he was aware of the issue and was working on it.

d. **Director of Technology:** Mr. Taylor reviewed his previously submitted report.

### **State Reports**

The state of Indiana has seemed to designate October as report month. Please refer to the table

below to give you an idea of what kind and how much data we are reporting this month:

#### **Name of Report Description of Data**

STN Lookup Monthly upload of Student Test Numbers for all enrolled students

LM Language minority student data for 09-10 school year

SE Special education student data from based on Oct 1st count

ME Membership (ADM) 1st count from Sept. 18th

DM Dropout and Mobility report of students from 08-09 school year

GR Graduate report on students that graduated in 2009

TB Textbook Reimbursement report

PE Pupil enrollment data from October 1 count for disbursement of state grants and AYP

CE (Educator data) Certified Employees

CP (Educator data) Certified Positions

Carrie Mote will be submitting the Educator data reports.

### **New Three Year Technology Plan**

You will find in your materials our final draft of our new three year technology plan as required by the Department of Education. The Technology Committee and various building level committees have been working on this since last winter. The new Strategic Five Year Plan developed and adopted for the corporation provided us very good direction with our plan and along with survey and assessment data, the Technology Committee has finalized this document with additional discussion at our September 28th meeting. The committee will meet once more on November 2nd for a final review prior to submission by November 15th. The plan consists of three major components:

- A corporation overview aligned with local corporation initiatives
- An individualized building plan for each building in the corporation
- A proposed budget plan for the three years covered by the plan

### **Network Administrator Posting**

We have posted the Network Administrator position and have received a few applications. I will be conducting some preliminary phone interviews next week and I am hopeful that we are able to find a successful candidate by early November.

Dick Taylor, Technology Director

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

### **1. GQE Retest – September 15 - 17**

Testing went extremely well again this year with the help of Karen Keisling and the buildings. Tests have been sent in and results should be returned in early December.

2. **Curriculum Mapping Update** (see handout)

3. **Alternative Education** – We had our first meeting on October 6 and will meet again on November 3. During the first meeting we identified academic and behavioral needs and reviewed what we are currently doing. Representatives from Eastern, Northwestern, and Taylor will also be involved in the meetings. The task for the next meeting is to begin to answer questions that will define alternative schooling for Western and Howard County.

4. **Planning**

- Curriculum Mapping
- Alternative Education Program Planning
- Response to Intervention
- High Ability Program Review

f. **Superintendent:** In addition to his previously submitted report, Dr. O'Rourke presented information on the status of the tax distribution/circuit breaker dollars as of October 12, 2009 and gave a tutorial on the Foundation Program.

1. **Enrollment:** Please note the summary of gross/ADM number comparisons (08 to 09); we will begin to collect mobilization data as we did last year to see where the kids went.

	<u>2008</u>	<u>2009</u>	<u>Δ</u>
Gross #	2559	2519	-40
ADM#	2483	2428	-55
Cash Transfer	20	52	+32

*Notes:*

1. *Decrease results in an approximate \$110,000 loss in general fund dollars.*
  2. *General Fund cash balance is predicted to be down from last year; too early to tell amount.*
  3. *Title I funding is predicted to drop; redirection of dollars by Federal Government.*
2. **2010 State tuition support worksheet:** Note pages 3 and 4 and the calculation of the 2009-2010 "adjusted" ADM (2482.34). It involves the averaging of three ADM years (2007-08, 2008-09, 2009-10); then takes greater of this result or 2009-10 ADM to get 2009-2010 adjusted. The "high" number in the calculation (2537; 2007-2008 ADM) will fall out and result in lower adjusted ADM which will further lower future \$, under the current calculation.
3. **United Way Trophy:** Western won the "friendly" competition among the four county schools, having the largest percentage (32%) increase over last year. The United Way will present the trophy at the October 16, 2009 home football game.
4. **State Revenue Forecast:** Governor Daniels held a briefing for reporters on October 8, 2009 and stated that revenue figures continue to be below estimates (\$254 million below 1<sup>st</sup> quarter estimates). That represents an 8% drop below original 1<sup>st</sup> quarter estimates. When asked if K-12 funding could be cut, the Governor said, unfortunately, it is on the table. The key question(s): If a K-12 cut, then when and how much?
5. **QSCB:** I received a letter from IDOE on October 7, 2009 indicating that we will not receive an allocation for QSCB in 2009.
6. **School Dates:** Info provided below

**Pete O'Rourke - Interim Ed Study Committee**

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**From:** "John Ellis" <jellis@iapss-in.org>  
**To:** <jellis@iapss-in.org>  
**Date:** 9/30/2009 2:56 PM  
**Subject:** Interim Ed Study Committee  
**CC:** "Lana White" <lwhite@iapss-in.org>, "Sherry Brewer" <sbrewer@iapss-in.org>  
**Attachments:** INTERIM STUDY COMMITTEE ON EDUCATION Sept 30.doc

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(Also attached in Word)

**INTERIM STUDY COMMITTEE ON EDUCATION**

September 30, 2009

1:00 PM

**Members**

*Sen. Dennis Kruse, Chairperson*

*Sen. Carlin Yoder*

*Sen. James Buck*

*Sen. Earline Rogers*

*Sen. Frank Mrvan*

*Sen. Connie Sipes*

*Rep. Greg Porter, Vice-Chairperson*

*Rep. Shelli VanDenburgh*

*Rep. Charles Moseley*

*Rep. Robert Behning*

*Rep. Jeffrey Thompson*

*Rep. Randy Truitt*

**Agenda:**

(1) Early school start dates and calendar flexibility.

IAPSS testified that:

- There are 173 days in this year's calendar between Labor Day and Memorial Day, keeping the same vacation days most districts have now.
- 74 of those days fall between Labor Day and December 31; 99 between January and Memorial Day.
- Students go to school 180 days; they are out of school 185 days each year, regardless of start and end dates.
- Currently, IDOE is recommending a 195 day school year.
- Most districts schedule within the school calendar an additional 5 days for lost weather make-up days.
- Calendar is a required subject for discussion with the exclusive representative; is and should be a local decision.

(2) Need for after-school programming in Indiana.

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Thank you.



### **Item #9 – Three Year Technology Plan**

Mr. Taylor gave a presentation on the 2010-2013 Technology Plan. Mr. Davidson made a motion to approve the Plan. Mr. Maugans seconded the motion which passed 7-0.

### **Item #10 – Overnight Field Trips**

Mr. Marley moved that the Board approve the following field trips:

- a. The Western FFA to attend the 2009 National FFA Convention, October 21-23, 2009 in Indianapolis.
- b. The Western choir to attend the Indiana Vocal Jazz Fest, November 13-14, 2009, at Butler University, Indianapolis.

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

### **Item #11 – Personnel**

Mr. Davidson made a motion to approve the following Personnel items:

- a. Resignation: Kirsten Southwell, Primary School Title Aide, effective October 12, 2009
- b. Maternity Leave: Stephanie Rose, on or about December 11, 2009
- c. Recommendations:
  1. Eleza King, Western Intermediate School Cook, effective September 21, 2009
  2. Randy Messner, Western Intermediate School, AMTAG Rockets, grade 5
  3. Greg Crawford, Varsity Girls Basketball Head Coach, 2009-2010 season
  4. Deanna Shane, Primary School Primetime Aide, effective October 13, 2009
  5. Winter Coaches:

#### Girls Basketball

Head Varsity

Greg Crawford - Interim

6<sup>th</sup> Grade

Tim J. Penning  
Sundai R. Mills  
Kevin C. Lechner

5<sup>th</sup> Grade

Chris Tuberty  
Mark A. Jansen  
Rusty L. Ritchie

#### Boys Basketball

##### 5<sup>th</sup> Grade

Jeffrey Beeler  
Stuart P. Nicholson

##### 6<sup>th</sup> Grade

Scott E. Gaskins  
Michael Tuberty

##### 7<sup>th</sup> Grade

Paul Henning – Head Coach - paid  
Tom Henning – Assistant Coach – paid

##### 8<sup>th</sup> Grade

Adam Foust – Head Coach – paid  
Marc T. Slick – Assistant Coach – paid

##### 9<sup>th</sup> Grade

Kevin Ricks – Head Coach – paid  
Dwight Singer – Volunteer

#### Wrestling

David K Shepherd – High School Assistant – Split  
Derrick J. Robinson – High School Assistant – Split  
Ross M. Love - Volunteer

#### Swimming

Kylene M. Pulley – Assistant Girls – split -pay  
Nancy Phillips – Assistant Girls – split pay  
Morgan Oilar – MS Volunteer

#### Winter Supervision

Caden Cline

#### Resignation

Dave Merica – Head Varsity Girls Basketball

Mr. Kenworthy noted that the 5<sup>th</sup> grade Girls Basketball coaching staff is all males and indicated that he would like to see at least one female coach associated with any of the girls sports teams. Mr. Wells seconded the motion which passed 7-0.

**Item #12 – Approval of Transfer Students**

Mr. Marley moved that the Board approve Ashton Young as a transfer student. Mr. Davidson seconded the motion which passed 7-0.

**Item #13 – Food Service Equipment Projects**

Mr. Davidson made a motion to approve the Food Service Equipment Projects indicated by Emily Klingler in the attached memo. Mr. Wells seconded the motion which passed 7-0.

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**MEMO**

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**TO:** DR. PETER O’ROURKE & WESTERN SCHOOL BOARD  
**FROM:** EMILY KLINGLER, FOOD SERVICE DIRECTOR  
**SUBJECT:** FOOD SERVICE EQUIPMENT PROJECTS  
**DATE:** 11/19/2009

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It has become necessary to replace one walk-in cooler & two walk-in freezers in the High School Cafeteria, as well as one walk-in cooler & one walk-in freezer in the Primary School Cafeteria. Ice has accumulated inside & around the freezer units creating heavy, drooping ceilings & slick, icy floors.

I received proposals from Terry Mellen Equipment in the amount of \$42,038.00 and Turner Commercial Refrigeration in the amount of \$45,699.13. After much consideration, I found Turner Commercial Refrigeration to be the most responsive & responsible proposal submitted. Barry Turner, owner, made multiple trips out to Western to discuss the options for each project thoroughly. His specifications for each project were very detailed. Each cooler & freezer unit will be constructed of UL & NSF certified, energy-saving insulated panels & floors. In addition, both his projects include a 1 year warranty on refrigeration equipment and a 5 year warranty on all compressors and craftsmanship. I had to request a new quote from Terry Mellen due to his lack of detailed specifications. Furthermore, Terry Mellen did not include insulated floors in his proposal.

Turner Commercial will be able to complete both projects over Christmas Break, December 18, 2009 to January 4, 2010.

The total cost for the Primary freezer/cooler project will be \$18,568.00.

**Item #14 – Professional Improvement Requests**

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

**Professional Improvement Requests**

**October 2009**

***Kurt Cantlon***-ISCA Fall 2009 Conference-November 12-13, 2009

***Darcy Bennett***-Learning to Read-IUK-September 8, 2009

***Kelly Wells***-Interpreting and developing assessments in the area of reading for students with disabilities-Lincoln or Western-November 10, 2009

***Jennifer Bray***-Reading to learn-IUK-November 10, 2009

***Stephanie Rose***-IDOE 2009 Regional School Counselor Workshop-Indiana Wesleyan-November 5, 2009

***Tina Jarrett***-Komputrol Users Meeting-Wabash-October 20, 2009

***Carrie Mote***-Komputrol Users Meeting-Wabash-October 20, 2009

***Marietta Harrold***-Spell Bowl Host Clinic-Indianapolis-September 22, 2009

***Judy Suffield***-AP Workshop-Indianapolis-November 24, 2009

***Pam Carter***-Extra Curricular Accounting-IUK-October 15, 2009

***Pam Carter***-Komputrol Users Meeting-Wabash-October 20, 2009

***Kate Glick***-Echoes/Reflections-Indianapolis-October 19, 2009

***Kate Glick***-Literacy Retreat-Nashville, IN-October 9-10, 2009

***Debbie Wilson***-ASBO Extra Curricular Accounting Seminar-KHS-October 15, 2009

***Trish Fausett***-ASBO Extra Curricular Accounting Seminar-KHS-October 15, 2009

**Allison Turner**-Reading to Learn-IUK-November 10, 2009

**Lori Meeks**-101 Writing Activities for Six Traits-Indianapolis-November 9, 2009

**Bev Austin**-Interpreting Developing Assessment in Areas of Reading-November 10, 2009

**Laura Brown**-Lifetouch Yearbook Workshop-Mt. Vernon-October 19, 2009

**Dee Emmons**-Indiana Teachers of Writing Conference-Indianapolis-October 9, 2009

**Julie Pownall**-Indiana Association of School Principals Fall Conference-Indianapolis-November 22-24, 2009

**Fran Walker**-Herff Jones Fall Workshop-IUPUI-September 25, 2009 (Fran planned to do this as a field trip, so the request was not turned in earlier for professional improvement)

**Dick Taylor**-Regional Technology Contact Meeting-W. Lafayette-October 15, 2009

**Allison Turner**-LDA Conference-Carmel-November 6, 2009

**Jennifer Bray**-LDA Conference-Carmel-November 6, 2009

**Kelly Wells**-LDA Conference-Carmel-November 6, 2009

**Beverly Austin**-LDA Conference-Carmel-November 6, 2009

**Julie Pownall**-National Middle School Conference-Indianapolis-November 5-7, 2009

**Lissa Stranahan**-National Middle School Conference-Indianapolis-November 5-7, 2009

**Rick Davis**-IASP State Conference-Indianapolis-November 22-24, 2009

**Kristin Bundy**-Blaine Ray Workshop-Columbus-June 24, 2009 (This was submitted late due to chaos of new year, new teacher, and other factors, Mr. Davis discussed this with Dr. O'Rourke)

**Jennifer Bray**-The Christel House Academy-Indianapolis-October 20, 2009

**Louise Lehman**-IFLTA Conference-Indianapolis-November 5-7, 2009

**Lyndsay Fisher**-101 Writing Activities for 6-Traits-Indianapolis-November 9, 2009

**Twyla Carlson**-101 Writing Activities for 6-Traits-Indianapolis-November 9, 2009

**Cami Wyatt**-Textbook Caravan-W. Lafayette-January 27, 2010

**Hope Chambers**-Textbook Caravan-W. Lafayette-January 27, 2010

**Cindy Lester**-Indiana Council of Teachers of Mathematics-Indianapolis-October 25-26, 2009

**Kent Croxford**-Textbook Caravan-W. Lafayette-January 27, 2010

**Elizabeth Wright**-Textbook Caravan-W. Lafayette-January 27, 2010

**Julie Quinn**-Textbook Caravan-W. Lafayette-January 27, 2010

**Jean Walls**-Textbook Caravan-W. Lafayette-January 27, 2010

**Carrie Worland**-Textbook Caravan-W. Lafayette-January 27, 2010

**Karen Malone**-Textbook Caravan-W. Lafayette-January 27, 2010

**Keith Whitford**-The Midwest Band and Orchestra Clinic-McCormick Place West-December 17-18, 2009

**Betsy Hart**-Indiana Wesleyan Student Teacher Portfolio Defense-Marion-December 7, 2009

**Kristi Leap**-Indiana School Counselor's Fall Conference-Indianapolis-November 12, 2009

**Linda Singer**-ISBA Employment Law Workshop-Crawfordsville-November 2, 2009

The motion passed 7-0.

#### **Item #15 – Board Member Roundtable**

- a. Mr. Koloszar and Mrs. Singer said they enjoyed their participation in the NCA high school accreditation peer review process.
- b. Mr. Marley indicated that several patrons had trouble seeing the American Flag in the high school main gym and made a suggestion to look into the possibility of an automated, central-ceiling location for the flag.
- c. Mr. Kenworthy took input from Board members on the emerging strategic plan goal status sub committees.

#### **Item #16 – Signing of Documents**

The proper documents were signed.

#### **Item #17 – Adjournment**

The meeting was adjourned at 7:18 p.m.

