

**Western School Corporation
Russiaville, IN 46979
January 19, 2010**

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, January 19, 2010 at 6:00 p.m.

Members Present: Linda Singer, Jeff Davidson, Harry Kenworthy, and Don Wells.

Members Absent: Mike Koloszar, Jon Marley, and J Conrad Maugans.

Others Present: Abby Rodgers, Taffy Cooke, Randy McCracken, Peter O'Rourke, Pam Carter and Pat Grzesiak.

Mr. Davidson 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 6:05 p.m.

Item #2 – Approval of the Agenda

Dr. O'Rourke requested that the following be added to the agenda:

- a. Additional Professional Improvement Requests
- b. Additional agenda item number 20A: Race to the Top Memorandum of Understanding

Mr. Kenworthy made a motion to approve the agenda as amended by Dr. O'Rourke. Mr. Davidson seconded the motion which passed 4-0.

Item #3 – Approval of the Minutes

Mr. Kenworthy made a motion to approve the minutes of the December 15, 2009 regular meeting. Mrs. Singer seconded the motion which passed 4-0.

Item #4 – Opportunity for Public Comment

There were no comments from the public.

Item #5 – Panther Pride

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

- a. Western High School's selection as a "best buy" by the Indiana Chamber of Commerce.
- b. Sixth graders Brody Worl, Taylor Nunan, and Guy Sheffer for placing first, second and third, respectively in the DAR county-wide writing contest.
- c. High Schoolers Kim Grider, Chris Love, Shelby Kemper, Jay Johnson, Danielle Blume, for their participation in and reflection on the non-diploma track program.

Item #6 – Indiana Four Star Schools

The Board congratulated the Western Middle and High Schools for their selection as Indiana Four Star Schools for SY 2008-2009.

Item #7 – Reports

- a. Director of Finance: Mrs. Carter reported the following:

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 01/19/10

Bank Balance

CB - Checking Account Balance 12/01/09	\$4,308,070.84
Non-Revenue Receipts	272,294.65
MTD Revenue	3,215,665.82
Disbursements from Clearing Accounts	278,329.01
MTD Disbursements	<u>2,867,680.58</u>
Checking Account Balance 12/31/09	\$4,650,021.72
 Total Depository Balance 12/31/09	 \$4,650,021.72

Vendor Claims Submitted For Approval

#56551 – 56582 of 12/16/09 –12/31/09	\$576,904.46
#56583 - 56665 of 01/01/10 –01/19/10	<u>\$980,668.28</u>
TOTAL:	\$1,557,572.74

Payroll Claims Submitted for Approval

# 11 of 12/04/09	\$460,485.91
# 12 of 12/18/09	<u>\$470,517.13</u>
TOTAL:	\$931,003.04

 Interest on Checking 01/01/09 to 12/31/09 \$34,809.75

pc

Mr. Wells made a motion to approve the Treasurer's report and claim docket. Mr. Kenworthy seconded the motion which passed 4-0.

- b. Director of Transportation: Mrs. Cooke did not previously submit a written report nor did she present any items at the meeting.
- c. Director of Maintenance: Mr. Grzesiak went over his previously submitted report.



For the month of January 2010

Personal

- I have posted the job opening for a 9month custodian. I will receive applications up to the 15th of this month and will then interview and bring to you the successful candidate in February.

Building Projects

- ❖ On the Central Water Plant project, all of the piping in ground is now done, the only thing left with F&K's contract is to come back in the spring and mill out the patched asphalt sections and replace it with finish asphalt. The masons will finish the block work this week and the general contractor will start the roof framing and the roofing next week. The plumbers and electricians have been working with the masons to put in their equipment as the building has been going up. The pitless well vault and well head are now finished and in the spring the pump will be put in place. We are still under contract price and things are going good.
- ❖ I have the cost numbers for the installation of hand rails in the main gym and the effects of the procedures. The cost to do all bleachers would be \$32,121.00 dollars. That includes widening the aisle's which would mean losing about 136 seats. This would have an impact on the capacity of the gym during games and graduations. I brought this to you for your information only.
- ❖ I have quotes for the new boilers for the administration bldg. and started to work on the AC part of this project. The quotes came in under budget for the boilers and I expect the AC will also. This new equipment will pay for itself in energy savings and better climate control. Bench Mark Mechanical was the cheapest on the boiler system.
- ❖ With winter here now, it is my goal as always to make sure the sidewalks, parking lots are as safe as I and my staff can make them for our staff, students, and patrons. I hope things have been the best so far that we can accomplish this winter and we will continue to do our best.

Pat Grzesiak – Director of Maintenance

- d. Director of Technology: Mr. Taylor was unable to attend the meeting. Dr. O'Rourke indicated that Mr. Taylor had informed him that there were no additional items to be added to the previously submitted report.

Technology Director Report

January 13th, 2010

More State Reports

To get the year started off right, the state has implemented two new state reports for student data that we are submitting via the STN site. One is the Remediation report where we will identify all students that receive remediation services directed toward the ISTEP test. We are reporting students that received remediation from June 1, 2009 through April 1, 2010. The other new report is the Real Time report. We are now required each week (on Wednesday or Thursday) to submit student data that reflects attendance and mobility data. Fortunately STI just released its program update earlier this week to simplify the reporting process and it is going very well thus far. We have a handful of conflicts that I am dealing with that are generally associated with overlapping dates when a student moves in or out of Western.

Universal Service (e-rate discounts)

I have spent considerable time working on applications for Universal Service discounts for our phone system. I have completed the first phase of this process and will be completing the second phase later this month. The application process provided a 47% discount on our basic telephone service last year and I expect a slightly greater savings for 2010-2011 due to higher number of students on free/reduced lunches.

I attended a meeting at Wabash Valley on January 6th where we were provided information on the new state Internet Service Provider contract. Fortunately, our vendor (ENA – Education Networks of America) is not changing and we are seeing a slight reduction in our monthly Internet access cost (approximately 3%). We will also receive the Universal Service discount on this service and we are hoping the state legislature maintains or increases the level of the state connectivity grant.

School Messenger

I am amazed at how routine the use of our automated calling program has become in just one year's time. The system is working very, very well although we seem to end up with a handful of calls with each early morning call due to changes and entry errors with phone numbers. Most callers are very understanding.

Projects

- Twelve new computers for the AutoCad lab in the high school were installed over Christmas vacation
- We are getting started changing out approximately 50 teacher stations with new computers. The ones we are replacing will be re-imaged and placed in classrooms for student use.
- We are preparing for the installation of the Student Data Analysis program that will be our base for our electronic student portfolios.
- Bill has been assisting me with a very thorough statistical data collection of server utilization for our server virtualization project.

Dick Taylor, Technology Director

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

1. WESTAG Update

- Next BBPC meeting is January 21 from 4:00 – 5: 30 p.m.
- As part of the program review, we will be piloting a modified format at grades 4 & 5 for the 2010-2011 school year that will be similar to the middle school. We believe this will provide for greater flexibility in services and more specifically toward the students' identified strengths.
- The primary and intermediate are currently planning for identification testing.

2. Special Education

- Speech Position – I met with the speech teachers on January 8. We will be consolidating services to about 2 2/3 staff. One staff member will continue to be paid through stimulus funds through this time next year. I will post for one position for the retirement of Carol Cole and the resignation of Jean Douce.

3. Mathematics Textbook Adoption– First meeting was on January 12 (**see attached agenda**). We will delay the adoption for the majority of the books till next year due to the adoption of the new standards and comparison to the Common Core Standards. In addition, the textbook companies have not had a chance to react to the new standards.

4. Annual Performance Report – The Annual Performance Report will be handed out and reviewed at the February meeting.

5. Suspension and expulsion information for the first semester of the 2009-2010 school year will be shared at the meeting.

6. Current Planning

- Beginning to look at Summer School
- Curriculum Mapping
- Alternative Education Program Planning
 - Alternative School Committee
 - At Risk/Alternative Schooling Committee
 - Effective Discipline Methods, Classroom Management & Instructional Strategies
- Response to Intervention
- High Ability Program Review
- Mathematics Textbook Adoption

- f. Superintendent: In addition to his previously submitted report, Dr. O'Rourke provided the Board with a copy of the Citizen's Checklist, as contained in an Indiana State Board of Education Memorandum, dated January 15, 2010.

Superintendent's Report January 2010

1. Citizen's Checklist: Enclosed please find the referenced checklist and some thoughts on the 2010 budget issue.

2. Fund Report Comparison: As you can see we are still very robust; however, we must be very careful in this time of declining revenues; these cash balances can disappear fast.

	<u>12/31/2006</u>	<u>12/31/2007</u>	<u>12/31/2008</u>	<u>12/31/2009</u>
General Fund	2,741,672.40	3,463,787.14	3,956,993.81	4,454,899.42
Debt Service Fund	787,430.40	994,651.20	1,379,376.87	1,164,984.96
Retirement/Severance Bond Fund	2,025.66	137,881.49	139,902.16	141,089.80
Capital Projects Fund	1,301,949.45	1,469,178.50	1,516,928.59	1,361,900.34
Trans. Operating Fund	227,423.22	183,668.80	304,612.89	539,197.91
Trans. Bus Replacement	29,288.18	161,347.35	209,517.72	319,344.42
Special Ed Fund	123,680.59	165,821.95	166,221.45	0.00 (177,745.00)

3. High School Graduation Rate: 95.5% for 2009; highest in Howard County; 17th in the State.

Item #8 – Proposed 2010-2011 School Calendar

Dr. O'Rourke provided and reviewed the content of the proposed SY 2010-2011 calendar and suggested that Board members review the document and be prepared to vote on it at the February 2010 regular Board meeting.

Item #9 – Acceptance of Donation

Mr. Davidson moved that the Board accept the following donations:

- a. From girl scout troop #4503, for use in assisting to sponsor the Rachel's Challenge program at Western Middle School.
- b. From Mr. and Mrs. Dick Taylor, Bowden's Flowers, in support of the Rachel's Challenge program at Western Middle School.

Mrs. Singer seconded the motion which passed 4-0.

Item #10 – Permission to Accept Grant Award

Mr. Davidson made a motion to accept the Target Grant, called Zoolandia, won by Matt Nuss and Kay Lazar. Mr. Wells seconded the motion which passed 4-0.

Item #11 – Approval of New Clubs - WHS

Mr. Davidson moved that the Board approve the request from Mr. Davis, Western High School Principal, to establish the following clubs or extra-curricular activities:

- a. VEX Robotics
- b. Western Students Researching Autos (WSRA)
- c. Western Computer Science Club
- d. Western High School Chess Club

Mrs. Singer seconded the motion which passed 4-0.

Item #12 – Overnight Field Trips

Mrs. Singer made a motion to approve the following overnight field trips:

- a. Indiana FCCLA Leadership Conference, Indianapolis, March 4-6, 2010
- b. Middle School Honor Choir, Indianapolis, January 19-20, 2010
- c. All State Choir, Indianapolis, January 20-21, 2010
- d. IMEA Honor Band, Indianapolis, January 22-23, 2010

Mr. Davidson seconded the motion which passed 4-0.

Item #13 – Non-Diploma Track Name Change

Mr. Kenworthy made a motion to approve Mr. Davis' request to change the name of the Non-Diploma Track program to the Western's Educational Support into Transition (W.E.S.T.) program. Mr. Davidson seconded the motion which passed 4-0.

Item #14 – Homebound/Alt. Education Setting

Mr. Kenworthy made a motion to approve the homebound/alternative education setting plan submitted by Mr. McCracken. Mr. Wells seconded the motion which passed 4-0.

Item #15 – NEOLA (1st Reading)

Dr. O'Rourke provided the Board the following NEOLA policies, guidelines, and form(s) for first reading:

- a. Policies: 1521, 2221, 2700, 3121, 3142, 3430.01, 3437, 4121, 4430.01, 4437, 5112, 5136, 5530.01, 7410, 7440, 7440.01, 7455, 7540.03, 7540.04, 7542, 7543, 8121, 8315, 8330, and 8600
- b. Guidelines: 2464A, 2464B, 5460, 6320A, 8420E, 8420F, 8450
- c. Form(s): 7440F1

Item #16 – Personnel

Mr. Wells moved and Mrs. Singer seconded the motion that the Board approve the following personnel items:

- a. Retirement: Susie Wells, as Secretary to the Athletic Director, effective at the end of SY 09-10.
- b. Recommendation: Lindsay Adams, Volunteer, Gymnastics.

The motion carried 4-0.

Item #17 – Panther Tech Request

Mr. Davidson made a motion to approve Bev Reel as a chaperone for the Atlanta Panther Tech trip as a substitute for previously approved Liz Soutar. Mr. Wells seconded the motion which passed 4-0.

Item #18 – Establishment of Board of Finance

Mr. Kenworthy made a motion to establish a Board of Finance consisting of the members of the School Board. Mr. Wells seconded the motion which passed 4-0.

Item #19 – NSBA

The Board discussed the possible cancellation of attendance of the NSBA conference this spring in light of pending cuts to the General Fund.

Item #20 – Professional Improvement

Mrs. Singer moved and Mr. Kenworthy seconded that the Board approve all of the following professional improvement requests:

Kristi Leap-Related Service Personnel Involvement in the RTI Process-Kokomo-February 12, 2010

Kurt Cantlon-RTI Training-KASEC-February 12, 2010

Betsy Durham-Related Service Personnel Involvement in the RTI Process-Kokomo-February 12, 2010

Dick Taylor-Wabash Valley ESC ENA Contract Meeting-W. Lafayette-January 6, 2010

Carla Smith-English W131 Review Session-Bloomington-February 19, 2010

Keith Whitford-Indiana Music Educators Convention-Indianapolis-January 22, 2010

Randy McCracken-Diagnostic Assessment Update (Acuity Information Sessions Update)-Indianapolis-January 15, 2010

Heather Hendrich-School Safety Academy Training-Indianapolis-April 19-20, 2010

Steve Arthur-Indiana School Safety Academy Training-Indianapolis-April 19-20, 2010

Dawn Pemberton-HASTI Convention-Indianapolis-February 4-5, 2010

Rick Ryan-HASTI Convention-Indianapolis-February 4-5, 2010

Amy Sutton-Indiana Ag. Ed. In-service-Trafalgar-January 21, 2010

Matt Jung-HASTI Convention-Indianapolis-February 4-5, 2010

Brian Caldwell-Indiana Music Educator's Convention-Indianapolis-January 19-21, 2010

Janel Baker-Indiana Music Educator's Convention-Indianapolis-January 19-21, 2010

Brandon Shawhan-Teach Like A Rockstar-Indianapolis-February 10, 2010

Gregg Lockwood-Teach Like A Rockstar-Indianapolis-February 10, 2010

Patricia Berry-Teach Like A Rockstar-Indianapolis-February 10, 2010

Emily Klingler-NutriKids Software-Walton-January 27, 2010

The motion passed 4-0.

Item #20A – Fast Forward: Indiana's Bid to Race to the Top Partnership Agreement

Mr. Kenworthy made a motion that the Board ratify the Partnership Agreement between the Indiana Department of Education and the Western School Corporation, previously signed by the Superintendent, Board President, and the President of the Western Education Association regarding Fast Forward. Mrs. Singer seconded the motion which passed 4-0.

Item #21 – Board Member Roundtable

Mrs. Singer complimented the Western Middle School staff for the Rachel's Challenge program and indicated that "Rachel's" website had additional information available.

Mr. Kenworthy complimented Dr. O'Rourke on a recent newspaper article regarding 4-star schools.

Item #22 – Signing of Documents

The proper documents were signed.

Item #23 – Adjournment

The meeting was adjourned at 7:11 p.m.

