

**Western School Corporation
Russiaville, IN 46979
February 16, 2010**

Minutes of the meeting of the Western Board of School Trustees held on Tuesday, February 16, 2010 at 6:00 p.m.

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

Members Absent: None

Other Present: Abby Rodgers, Taffy Cooke, Peter O'Rourke, and Dick Taylor.

Mr. Maugans 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 6:03 p.m.

Item #2 – Approval of the Agenda

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

- a. An additional panther pride item.

Mr. Maugans made a motion to approve the agenda as amended by Dr. O'Rourke. Mr. Koloszar seconded the motion which passed 7-0.

Item #3 – Approval of the Minutes

Mr. Maugans made a motion to approve the minutes of the January 19, 2010 regular school board meeting and the minutes of the January 19, 2010 meeting of the Board of Finance. Mr. Davidson seconded the motion which passed 7-0.

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. The High School and Middle School Band members for their outstanding solo and ensemble performances at the District Solo and Ensemble Contest.
- b. High School students Anthony Bednarz, Molly Lauterbach, Nathon Lyons, Adam Ripley and Corrine Soutar for being named 2010 National Merit Scholarship Program Finalists.

Item #6 – Reports

- a. **Director of Finance:** Mrs. Carter was not at the meeting. Dr. O'Rourke gave the following report on her behalf:

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 02/16/10

Bank Balance

CB - Checking Account Balance 01/01/10	\$4,650,021.72
Non-Revenue Receipts	4,405,040.44
MTD Revenue	1,455,369.29
Disbursements from Clearing Accounts	454,712.37
MTD Disbursements	<u>2,312,840.25</u>
Checking Account Balance 01/31/10	\$7,742,878.83
 Total Depository Balance 01/31/10	 \$7,742,878.83

Vendor Claims Submitted For Approval

#56666 - 56685 of 01/20/10 - 01/31/10	\$361,714.73
#56687 - 56792 of 02/01/10 - 02/16/10	<u>\$389,821.36</u>
TOTAL:	\$751,536.09

Payroll Claims Submitted for Approval

# 13 of 01/01/10	\$466,218.15
# 14 of 01/15/10	\$462,787.68
# 15 of 01/29/10	\$452,810.81
# 15a of 01/28/10	<u>\$400.00</u>
TOTAL:	\$1,382,216.64

 Interest on Checking 01/01/10 to 01/31/10 \$1,598.38

pc

Mr. Wells made a motion to approve the Treasurer's report and claim docket. Mr. Marley seconded the motion which passed 7-0.

- b. **Director of Transportation:** In addition to her submitted report, Mrs. Cooke thanked the Board for their support of the bus barn/mechanic project and the resultant efficiencies that have been realized. Mr. Kenworthy complemented Mrs. Cooke on the use of local police resources-drug dogs-at our schools. Mr. Kenworthy and Mrs. Singer spoke about the reading dog program in the Intermediate School.

Western School Corporation
Taffy Cooke, Director of Operations

February 2010 School Board Meeting

Safety

We had the Russiaville drug dog at the Middle School on Thursday, January 28th. No drugs were found, but as always his presence is quite evident! Now that Russiaville has their own dog, we hope to have him here every couple of weeks in various areas of the middle school and high school.

Indiana Insurance was here on January 7th to do a loss control audit. The representative was here most of the day and did a thorough walk-through of all the buildings. His report reflected "favorable" conditions overall, and offered a couple of suggestions to make the chemistry lab areas safer, which we have already addressed.

Transportation

On Monday, January 25th we hosted our first 12- year bus inspection which included all buses from Howard and Tipton county schools and daycares. There was quite a procession of buses here (46 were inspected). We had three inspected and all passed.

We have begun the long process of implementing our new routing software. We have received maps from the county and have begun verifying boundaries and identifying all school locations where we transport students. Most of the driver and vehicle information has been entered. I am hoping by the end of the month to be ready to begin identifying bus stops and other pertinent road information. We have been carefully monitoring the crude prices over the last month, and on Monday, February 8th we locked in for 20,000 gallons of diesel. This is approximately 55% of what we will use between

now and the end of December. If the crude price dips again, we may lock in again for additional gallons. I will look at cash prices at each delivery to determine if we buy contract fuel or buy at the cash price.

- c. **Director of Maintenance:** Mr. Grzesiak did not submit a previously written report nor was he present at the Board meeting.
- d. **Director of Technology:** In addition to his previously submitted written report, Mr. Taylor spoke about emerging energy conservation measures he is investigating. Dr. O'Rourke indicated that he had recently met with Duke Energy officials on the same subject. Mr. Davidson asked about windmill technology and stated that he thinks it is important to look into this issue.

Technology Director Report

February 10, 2010

Energy Conservation Information

Dr. O'Rourke has asked me to investigate potential energy savings by having computers shut down or implementing other conservation measures. Currently we have already replaced the vast majority of CRT monitors with the LCD displays which is a significant savings to begin with. We also utilize power savings by setting most monitors to power off after 20 minutes.

I have conferred with other Technology Directors and found a large variety of responses from saving a few thousand dollars on electricity to others that say they have encountered significant hardware support issues with the powering on-off of devices that has resulted in more support costs than electrical savings.

We are going to utilize a 30 day trial of Lightspeed's Power Manager. This software application can be installed on a computer and will run from 10 – 14 days with current power savings policies in place and will be able to provide a quantitative value for amount of energy used. We will then implement additional power savings and collect data for an additional 14 days of typical use. The additional power savings would include an automatic shutdown of the computer after school hours and over the weekend. This will give us a more reliable figure for determining energy savings.

If we find that the Power Manager software does provide significant energy savings, we can add it to our current Lightspeed maintenance agreement for two dollars per computer.

We are also looking at implementing a new server virtualization project. We are hoping to consolidate 12 servers down to 3 servers which would provide significant energy savings and cooling requirements in our server room.

State Reporting Update

⌚ DOE-RT – I am currently doing a weekly report (Wednesday or Thursday of each week) to provide DOE with essential enrollment and attendance information. Fortunately, our student management software (STI) has released an update that does a very good job of compiling this information directly from our student data.

⌚ DOE-EV – We have been notified that we will need to provide data on initial special education evaluations. The data reporting period started July 1, 2009 and data will be reported annually starting this coming July.

⌚ ISTEP – Student data for spring ISTEP and GQE retesting have been submitted. This eliminates the majority of bubbling information on testing labels.

Other Projects

⌚ We are continuing to make progress installing new teacher stations in the Primary and Intermediate. The computers that are being replaced are being re-imaged and placed in classrooms for student use.

⌚ We have installed the Student Data Analysis software in a temporary location. We will need to move to our new Virtual Server environment before we go “live”. However, we will soon have some basic data loaded and will be able to do some preliminary training.

⌚ I am working with Rick Davis to determine what other classrooms we are going to implement our 1:1 computing classrooms in with our current grant funds.

e. **Assistant Superintendent:** Mr. McCracken was unable to attend the meeting, but had previously submitted the following written report:

1. WESTAG Update

The BBPC met on January 27, 2010. At the meeting, Heather and I shared the plan to have a pilot at grades 4 & 5 for 2010-2011 school year that would allow greater flexibility in services/identification than our current self-contained program. Heather and I will meet on February 12 to plan for meetings with the 4th grade teachers on February 19, and the 5th grade on February 25. The goal is for us to provide the structure and the teachers to provide the detail.

Currently through our DIBELS assessment, we have students not in the program scoring high, along with identified High Ability Students scoring low. The change in structure would allow more fluency in regard to students' strengths. If a student is strong in math and not English, he/she would have the opportunity for advanced work in math only. The same would hold true for a student who is strong in English and not math.

Additionally, there have been concerns in the past with these students only being with a select group of students throughout their elementary education. The pilot would allow for students to be more widely integrated with their peers, and only grouped according to their specific strength.

The pilot would also allow teachers teaching math to have a common planning period as well as those teaching English. This common planning time would be beneficial with curriculum development and the review of data and assessments.

2. Special Education

I would like to report that our student who is working in the alternative setting is being successful, and I would like to thank you for allowing him this opportunity.

3. Mathematics Textbook Adoption/Curriculum Development

Teachers are currently working to update their math curriculum maps with the new 2009 standards. We have prepared a cross walk between the old standards and the new so teachers can identify gaps and redundancies. While

there are new standards, we cannot ignore the old. For this spring and spring 2011 ISTEP+ testing, the old standards will still be assessed. The new standards will not be assessed until the spring of 2012. With this in mind, it is important that our teachers teach to both sets of standards for at least the next two years.

Middle school mathematics teachers are also in the process of reviewing and selecting an 8th grade mathematics textbook for students who are not ready for pre-algebra as an 8th grader.

4. Annual Performance Report – The Annual Performance Report will available at the meeting.

5. 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 written report, Dr. O'Rourke provided an update on the budget reduction process.

Superintendent's Report February 2010

1. 1782 Notice: We are in receipt of our 2010 1782 notice. This financial statement sets out, by fund, the final information proposed for our taxing unit. It includes proposed revenue, levy and budget adjustments that resulted from the application of final assessed values as certified by the county auditor.

a. A comparison of rates is provided for your information:

<u>Fund</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
General	.6253	.6453	.0000	.0000
Debt Service	.2704	.4257	.4379	.5425
Transportation	.1188	.1199	.1623	.1766
Bus Replacement	.0682	.0773	.0501	.0272
CPF	.3075	.3056	.3240	.3281

Spec. Ed/Pre-School	.0021	.0021	.0000	.0000
Pension Fund	.0561	.0360	.0471	.0504
Total	1.4484	1.6119	1.0214	1.1248

b. A comparison of recent assessed values:

<u>SY 2006-07</u>	<u>SY 2007-08</u>	<u>SY 2008-09</u>	<u>SY 2009-10</u>
\$588,750,030	\$677,269,520	\$520,718,720	\$496,757,042

Note: SY 09-10 is the lowest in recent history: SY 2003-04 was \$565,121,040

c. The total 2009 circuit breaker credit charged to Western is \$45,631. This credit reduced our December 2009 property tax collections (approximately) as follows:

General: 0
 Debt Service: \$19,447
 Pension Debt: \$2,092
 CPF: \$14,389
 Transportation: \$7,208
 Bus Replacement: \$2,225

2. Budget Reduction: We have worked very hard to prioritize our 2010 budget reduction recommendation. Our philosophy has been to continue programs and staff positions by reducing pay and benefits. The WEA has been an active, positive force in these deliberations, as most of the "hard" decisions impact the master agreement. I hope to have a report/recommendations for you at the Board meeting.
3. Weather Make-Up Days: I'll be discussing this at the meeting.

Item #7 – Transfer of Funds Certificate

Mr. Davidson moved and Mr. Marley seconded that the Board approve the request by Pam Carter to submit the Transfer of Funds Certificate to the Auditor. The motion passed 7-0.

Item #8 – 21st Century Community Learning Centers Grant

Dr. O'Rourke provided information on a 21st Century Community Learning Centers Grant that Western School Corporation had recently submitted to the Department of Education. Mr. Marley made a motion to elect Dr. O'Rourke as the authorized representative to sign for Western School Corporation in regards to this grant. Mr. Davidson seconded the motion which passed 7-0.

Item #9 – Approval of 2010-2011 School Calendar

Mr. Wells moved and Mr. Koloszar seconded that the Board approve the enclosed SY 2010-2011 calendar. The motion passed 7-0.

2010-2011
Western School Corporation Calendar

August 16, 2010	Teacher Orientation Day
August 18, 2010	First Day of Classes
September 6, 2010	Labor Day <i>(No School)</i>
October 25, 2010	Fall Break <i>(No School)</i>
November 24, 25, & 26, 2010	Thanksgiving Break <i>(No School)</i>
December 22, 2010	End of First Semester <i>(Christmas Break begins at end of school day)</i>
January 3, 2011	Teacher Record Day <i>(No Students)</i>
January 4, 2011	Students Return to Class
January 17, 2011	M. L. King Jr. Birthday <i>(No School)</i>
February 21, 2011	Presidents Day <i>(No School, unless make-up necessary)</i>
March 21, 2011	Built in snow day <i>(No School, unless make-up is necessary)</i>
April 4 to April 8, 2011	Spring Break <i>(No School)</i>
April 22, 2011	Good Friday <i>(No School)</i>
May 13, 2011	Built in snow day <i>(No School, unless make-up is necessary)</i>
May 27, 2011	End of Second Semester <i>(Last Day for Students)</i>
May 30, 2011	Memorial Day <i>(No School)</i>
May 31, 2011	Teacher Record Day

Item #10 – NEOLA (2nd Reading)

Mr. Maugans made a motion to approve the following NEOLA policies, guidelines, and forms as indicated:

- a. Policies:
 - i. 1521: as submitted
 - ii. 2221: as submitted
 - iii. 2700: as submitted
 - iv. 3121: as submitted
 - v. 3142: as submitted
 - vi. 3430.01: amended as follows: p 5 of 9, paragraph 3, select options for assault leave, vacation leave, compensatory time, and family leave.
 - vii. 3437: as submitted
 - viii. 4121: as submitted
 - ix. 4430.01: as amended: p 5, paragraph 1, select options for assault leave, vacation leave, compensatory time and family leave.
 - x. 4437: as submitted
 - xi. 5112: as submitted
 - xii. 5136: amended as follows: p 1, paragraph 1, delete “as they do not create a disruption or otherwise interfere with the educational environment”; p 1, paragraph 4, second sentence after “student” add: “has a special health circumstance (e.g. an ill family member, or his/her own special health condition or”; p 3, paragraph five, second sentence, after “day” add” with faculty or staff approval.
 - xiii. 5530.01: as submitted
 - xiv. 7410: as submitted
 - xv. 7440: as submitted
 - xvi. 7440.01: as submitted
 - xvii. 7455: as submitted
 - xviii. 7540.03: amended as follows: p 2, paragraph 4, delete “All internet users (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.” ; add “All students, grades K-12, will automatically receive a computer account for internal network use and permission to use the internet. The corporation provides parents and guardians the option of requesting, for their minor children, alternate activities that do not require direct internet use. Parents/guardians desiring to limit internet access for their student(s) should complete and return the Internet Non-Consent Form.”
 - xix. 7540.04: as submitted
 - xx. 7542: as submitted
 - xxi. 7543: amended as follows: p2, item F, Western School Corporation does not currently have Form 7540.03 F1 or Form 7540.04 F1.
 - xxii. 8121: amended as follows: please include item G
 - xxiii. 8315: as submitted
 - xxiv. 8330: as submitted
 - xxv. 8600: as submitted
- b. Administrative Guidelines:
 - i. 2464A: as submitted
 - ii. 2464B: as submitted

- iii. 5460: as submitted
 - iv. 6320A: amended as follows: p 4, last paragraph, third sentence after the word "accounts": please add the chart of accounts.
 - v. 8420E: as submitted
 - vi. 8420F: as submitted
 - vii. 8450: as submitted
- c. Form:
- i. 7440F1: as submitted

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

Item #11 – Civil War Day Funding

Mr. Davidson moved and Mr. Marley seconded that the Board allow Western Middle School to solicit donations to fund the eighth grade Civil War Day program. The motion passed 7-0.

Item #12 – Disposition of Old Checks and Warrants

Mr. Davidson made a motion to approve the request by Pam Carter to cancel those checks contained on the enclosed list. Mr. Wells seconded the motion which passed 7-0.

Item #13 – Personnel

Mr. Kenworthy moved and Mr. Koloszar seconded that the Board approve the following personnel items:

- a. Maternity Leave for Abby Crume
- b. Kelly Hatfield, 9 month custodial position at the Administration building.

The motion passed 7-0.

Item #14 – Donation and Support for PantherTech

Mr. Davidson made a motion to accept the sponsorship donation and support of PantherTech by AndyMark, Inc. Mr. Marley seconded the motion which passed 7-0.

Item #15 – Professional Improvement Requests

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

**Professional Improvement Requests
February 2010**

Marietta Harrold – Academic SB Host – Indianapolis – February 24, 2010

Judy Sand – CLASS Related Arts Day - Noblesville – February 19, 2010

Kent Carter – AWWA – Indianapolis – February 16-17, 2010

Mark Robertson-Dick Fischer Driver Instructor Class-Hamilton Southeastern School Corp-June 7-11, 2010

Cami Wyatt-2010 Middle School High Ability Conference-Lafayette-March 9-10, 2010

Kristy Kanable-2010 Middle School Ability Conference-Lafayette-March 9-10, 2010

Jenny Bray-Sharon Schultz Read to Learn Workshop-KASEC-April 1, 2010

Kelly Wells-Sharon Schultz Read to Learn Workshop-KASEC-April 1, 2010

Bev Austin-Sharon Schultz Read to Learn Workshop-KASEC-April 1, 2010

Allison Turner-Sharon Schultz Read to Learn Workshop-KASEC-April 1, 2010

Judy Suffield-Improving EOC Exam Scores-Indianapolis-April 20, 2010

Marc Vester-Improving EOC Exam Scores-Indianapolis-April 20, 2010

Dick Taylor-Regional Technology Contact Meeting-W. Lafayette-February 10, 2010

Laura Groves-CLASS Related Arts Day-Noblesville-February 19, 2010

Lynn Hale-CLASS Related Arts Day-Noblesville-February 19, 2010

Brenda Pullen-FCCLA Convention/FACS Teacher Training-Indianapolis-March 4-6, 2010

Christy Trent-CLASS Related Arts Day-Noblesville-February 19, 2010

Bill Maki-Novell Users Group Meeting-Beech Grove-March 5, 2010

Jennifer Bray-Learning to Read-Kokomo-April 1, 2010

Allison Turner-Learning to Read-Kokomo-April 1, 2010

The motion passed 7-0.

Item #16 – 2010 Spring Region Meetings

Mr. Kenworthy made a motion to move the March 2010 regular school board meeting from March 16, 2010 to March 15, 2010, so that Board members could attend the spring ISBA regional meeting. Mr. Koloszar seconded the motion which passed 7-0.

Item #17 – Board Member Roundtable

1. Mrs. Singer summarized her activities at a recent legislative workshop in Washington D.C.
2. Mr. Kenworthy reminded all members that Friday, February 19th at noon was the deadline for filing for upcoming school board elections.

Item #18 – Signing of Documents

The proper documents were signed.

Item #19 – Adjournment

The meeting was adjourned at 7:02 p.m. After adjournment, Board members were invited to the Primary School to tour the Dibels data display room and receive information on Dibels data from reading specialists Kelly Tuberty and Wendi Campbell.