

Western School Corporation
Russiaville, IN 46979
October 19, 2010

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

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

Members Absent: Jeff Davidson

Others Present: Peter O'Rourke, Abby Rodgers, Randy McCracken, Pam Carter, Taffy Cooke, Dick Taylor, Peter Adelson, Rick Davis, and Allyson Gordon

Mr. Wells 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 indicated that he would like to add two items to Professional Improvement Requests, one item to the Superintendent's Report, and delete agenda item number 9, Western Howard School Refunding Corporation. Mr. Maugans 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 September 14, 2010 Consolidated Lease/Additional Appropriation [Qualified School Construction Bond (QSCB)] Public Hearing, the 2011 Budget Hearing, and the regular meeting of the Western Board of School Trustees. Mr. Koloszar seconded the motion which passed 6-0.

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:

1. High School senior Alexander Varnau for his recognition as a National Merit Semifinalist.
2. The High School Spell Bowl team for winning a recent Spell Bowl Invitational contest and for qualifying for the 26th annual Indiana Academic Spell Bowl State Finals.
3. The football team, in general, and Chad Mendenhall, in particular, for the inspirational execution of the "Chad Run" play during the Peru game.
4. Dawn Pemberton and her honors biology students for their recent participation in the Howard County Wildcat Creek field trip.

Item #6 – Reports

1. Director of Finance: Mrs. Carter submitted the following report. Mr. Wells made a motion to approve the Treasurer's report and claim docket. Mr. Maugans seconded and the motion passed 6-0.

WESTERN SCHOOL CORPORATION	
TREASURER'S REPORT	
BOARD MEETING 10/19/10	
<u>Bank Balance</u>	
CB - Checking Account Balance 09/01/10	\$4,263,096.90
Non-Revenue Receipts	246,335.62
MTD Revenue	1,306,847.64
Disbursements from Clearing Accounts	258,489.43
MTD Disbursements	<u>1,388,857.02</u>
Checking Account Balance 09/30/10	\$4,168,933.71
Total Depository Balance 09/30/10	\$4,168,933.71
<u>Vendor Claims Submitted For Approval</u>	
#57867 – 57904 of 09/15/10 – 09/30/10	\$342,166.29
#57905 of 09/30/10	\$210.00
#57891 – 58091 of 10/01/10 – 10/19/10	<u>960,845.80</u>
TOTAL:	\$1,303,222.09
<u>Payroll Claims Submitted for Approval</u>	
#4 of 09/03/10	\$450,919.80
#5 of 09/17/10	<u>\$471,920.10</u>
TOTAL:	\$922,839.90

Interest on Checking 01/01/10 to 09/30/10	<u>\$28,465.64</u>
pc	

2. Director of Transportation: In addition to her previously submitted report, Mrs. Cooke described a recent fire preparedness survey which was distributed to all parents, K-5, in conjunction with Fire Prevention Week.

Western School Corporation
Taffy Cooke, Director of Operations

October 2010 School Board Meeting
Transportation –

- ✚ While in route to having some warranty work completed, our bus #85 was involved in an accident. A dump truck loaded with gravel hit the rear end of the bus. The bus was stopped for a flagman in a construction zone and the dump truck was going about 25 miles per hour. Fortunately no one (but the bus) was hurt. Damages totaled approximately \$10,000.00.
- ✚ We are about half way there in getting all of our routes entered in our new software program. This has been a long, arduous process, but we remain confident that it will all be worth it in the end. Northwestern has just purchased this software, so I am going to try to initiate some user meetings that would include Taylor, Northwestern, Logansport and Western.
- ✚ The Afternoon Rocks program began Tuesday, October 12th. We are transporting approximately 26 students and have nine stops that we are making.

Security

- ✚ We completed our first semester intruder in the building drills last week in all buildings. The students and staff seem to improve every time we drill and we always discover small things that we can do to improve security for the buildings.
- ✚ We had some concerns regarding the parent drop-off in the mornings behind the middle school. We do have supervision back there this year, however cars were dropping students off two and three deep and kids were cutting through moving vehicles. We eliminated the parking spaces on the curb, which has enabled the cars to have curb side drop-off. With a little training, we have improved the situation back there tremendously.
- ✚ We had the drug dogs' first visit of the year in the middle school and, fortunately no drugs were found. We had four dogs in on this visit and they definitely let their presence be known – does send a “loud” message to the students! They will be here in the next couple of weeks for a visit to the high school.

3. Director of Technology: Mr. Taylor submitted the following 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 have already reported or will be reporting this month:

Name of Report	Description of Data
Real Time	Weekly upload of attendance and enrollment information
STN Lookup	Monthly upload of Student Test Numbers for all enrolled students
LM	Language minority student data for 10-11 school year
ME	Membership (ADM) 1 st count from Sept. 17 th
DM	Dropout and Mobility report of students from 09-10 school year
GR	Graduate report on students that graduated in 2010
TB	Textbook Reimbursement report
TL	Bar code label data for students taking End of Course Assessment tests at the conclusion of the first semester
CE (Educator data)	Certified Employees

We are also beginning to setup our student management program for the expanded CP (Certified Positions) report due later this fall and the brand new CC (Course Completion) report that will be due in January. The CE, CP and CC reports are all inter-connected as we will be reporting Teacher School Personnel Numbers (SPN), Class ID numbers for all subjects as described in the DOE Subject and Level Code Book, and the CC report will include a Pass/Fail grade indicator for each student in each class ID. Carrie Mote will be assisting with the data entry portion that is related to the CE and CP reports.

STAA Loan Approval

A few months ago you approved an application for a School Technology Advancement Account Loan through the Common School Fund. We have received notice that we were approved for the requested \$50,160. These funds will be used in 2011 to pay for some of our software subscriptions and some computer hardware that would normally be paid from our Capital Projects Fund. Our plan is to free up some of our CPF dollars to invest in a new/upgraded student management system as our current program is nearing the end of its support.

New Student Management Software

On November 2nd, 9th, and 16th, we will be hosting three different Student Management Software companies to present a demonstration of their solutions. Harmony, STI Information Now, and Skyward will be the three programs that we will be evaluating before making our decision. I am currently working on an evaluation rubric that will be used to assist in our decision making process.

4. Assistant Superintendent: Mr. McCracken submitted the following report:

To: Dr. O'Rourke and Members of the Western School Board
 From: Randy McCracken *RMc*
 Re: October Assistant Superintendent Report
 Date: October 13, 2010

1. ISTEP+ Results – see attached

- ISTEP+
 - Overall Comparison – percent passing English/Language Arts and Math
 - Overall Comparison – percent passing both English/Language Arts and Math
 - Overall Comparison – percent passing Science and Social Studies
 - Percent of Special Education Students Passing
 - Percent of Free and Reduced Students Passing
 - 2010 Statewide ISTEP+ Results by Grade
 - Eighth Grade Students taking both ISTEP+ and Algebra I ECA

8 th Grade ISTEP+ Math	Algebra I ECA	Total
Did Not Pass		0
Pass	Did Not Pass	1
Pass	Pass	9
Pass	Pass+	4
Pass+	Pass	6
Pass+	Pass+	33
		53

- IMAST – (2% modified achievement assessment) see attached
- ISTAR – (1% alternative assessment for independent functioning or academic competence) 15 students were assessed in grades 4-10 using ISTAR

English/Language Arts		Mathematics		Science/Social Studies	
DNP	1	DNP	0	DNP	
Pass	9	Pass	9	Pass	3
Pass+	5	Pass+	7	Pass+	

- ECA – see attached

2. Adequately Yearly Progress (AYP) – see attached

Western School Corporation, the primary, the intermediate and the middle school all made AYP. The high school did not make AYP due to three categories: math performance for free and reduced students; English participation for free and reduced students; and Math participation for free and reduced students.

For a demographic group to be counted toward participation there must be 30 or more students within the group. For the high school, this year's AYP is based on the test results of the class of 2012 or any students who were in their second year of high school in 2009-2010. Any student who is part of the 10th grade cohort is

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expected to have taken Algebra I and English 10 ECAs by the end of their 10th grade year. Any student who did not take the ECA by the end of their 10th grade year was considered not tested. This impacted the high school's participation rate since several students did not meet this requirement due to failing a previous class or not being enrolled in English 10 or Algebra I during their 10th grade year. In the future, all students will be required to participate in the testing if they are a part of the cohort group. It will also require us to look closely at alternative options for credit recovery so students have the required courses completed by the end of their 10th grade year.

3. Curriculum Mapping Update - At the end of September, the state added more detail to their curriculum maps breaking the topics and learning targets up into 9 week units. They have also listed, within their maps the number of days that should be spent on the various topics. In grades 3-8, the learning targets align with Acuity testing (the middle school is in a control group this year and will be using Acuity next year) and specifically when concepts should be taught and mastered. The standards likewise align with ISTEP+ testing with anything covered in units 1, 2, & 3, potentially being covered on the Applied Skills portion of the test beginning February 28 and running through March 9. The materials covered in unit 4 will not be assessed on the Applied Skills portion of ISTEP+, but could potentially be assessed, along with the material from units 1, 2, & 3 on the multiple choice portion of ISTEP+ beginning April 25. With this additional information from the state, I plan to meet in the next two weeks with teachers in grades K – 8 to update our Master Maps in English and math to align with those of the state.

The meetings will consist of the following:

- review of the Applied Skills Frequency Distribution from the spring ISTEP+ testing
- review of ISTEP+ Applied Skills test items
- review of state curriculum maps
- comparison between the state map and local map
- revisions as needed to local maps to be aligned with the ISTEP+ testing windows
- develop a plan to share revisions with other staff members

Board members, Dr. O'Rourke, Mr. McCracken and Mr. Davis, Western High School Principal engaged in discussion regarding ISTEP+ and ECA test results, AYP classification, and emerging efforts to redesign pre-test programs and remediation processes.

5. Superintendent: Dr. O'Rourke submitted the following report:

Superintendent's Report October 2010

1. Enrollment: Note the summary of Gross/ADM number comparisons, as well as cash transfer numbers.

	<u>2008</u>	<u>2009</u>	<u>2010</u>
Gross	2559	2519	2574
ADM	2483	2428	2483
Cash Transfer	20	52	61

Note: (1) The 2010 breakdown of cash transfer students:

K: 24

1: 7

2: 6

3: 7

4: 2

5: 2

6: 4

7: 0

8: 3

9: 2

10: 3

11: 0

12: 1

Note: (2) The 2009 and 2010 breakdown of ADMs

	<u>2009</u>	<u>2010</u>
K:	96	91
1:	158	214
2:	185	157
3:	205	198
4:	192	207
5:	201	200
6:	189	209
7:	197	199
8:	198	195
9:	195	207
10:	214	197
11:	208	205
12:	190	204

Remember that the K, ADM, count equals $\frac{1}{2}$ of the K, gross, count.

2. Free/Reduced (percents)

<u>YEAR</u>	<u>Percent</u>
2010-11	28.4
2009-10	27.5
2008-09	22
2007-08	21
2006-07	20
2005-06	18

2004-05	16
2003-04	16
2002-03	16
2001-02	16
2000-01	15
1999-00	14
1998-99	13
1997-98	13

3. We will soon begin to collect mobility data as we did in the past several years.

4. Class Sizes: I have placed a copy of current class sizes at your place in the boardroom as requested by Linda.

5. Immunizations: I have attached a copy of IC on this subject for your perusal. Please note page 3 of 4.
 Western has approximately 600 students who, as of October 1, 2010, have not met this requirement.
 In discussions with Gary Green, DOE, he indicated that the health department would be lenient with schools as long as the school had a verifiable plan to accomplish the task. The plan and the verification pieces are contained in the attached letter Western sent out to parents. The key is the scheduling of appointments – the health department is being very flexible here due to the overwhelming number of appointment requests and lack of certain vaccines.
 The “suspension” threat referred to in the letter is, AND YOU SHOULD KEEP THIS PART CONFIDENTIAL, is simply a required accountability tool to meet the plan requirements.
 WHAT WE ARE REALLY GOING TO DO IS HAVE THE PARENT COME TO SCHOOL TO PICK UP THE CHILD, SEND THE KID BACK TO CLASS, AND MAKE THE PARENT SET UP THE APPOINTMENT IN OUR PRESCENCE.

6. Breakfast Retreat Reminder: Remember we are gathering on Saturday, October 30, 2010 from 8:30 – 11:00 a.m. to break bread together and have a discussion about issues impacting education at Western.

Dr. O'Rourke and Mr. Davis also provided PL221 results to the Board. Dr. O'Rourke also informed the Board that October 30, 2010 was postponed and that he would survey the Board for a new date.

Item #7 – Approval of the Budget

Mr. Maugans made a motion to approve the 2011 budget. Mrs. Singer seconded the motion which passed 6-0.

Item #8 – Student Data Analysis Presentation

Mr. Taylor provided a slide presentation on the emerging software program which captures individual and aggregated/disaggregated student data, to include student anecdotal information. This software will be used to help design classroom activities based on individual student needs.

Item #9 – Western Howard School Refunding Corporation

This item was deleted from the agenda.

Item #10 – WMS Motivation Team

Mr. Marley made a motion to approve the Western Middle School Motivation Team's request to solicit contributions from area businesses to support ongoing efforts to motivate students and celebrate their accomplishments. Mr. Koloszar seconded the motion which passed 6-0.

Item #11 – Acceptance of Donations

Mr. Maugans made a motion to accept the following donations:

1. A microwave oven donated by Mr. Ruben Cable for student use in the HS cafeteria.
2. A list of materials donated by Marietta Harrold for use in the World Language Department/French area.

Mr. Marley seconded the motion which passed 6-0.

Item #12 – Panther Tech

Mrs. Singer made a motion to recognize the following companies/individuals that have donated materials or money for the operation of the PanterTech robotics team:

1. Erik's Chevrolet
2. Foresite
3. Delphi Foundation: Lindsey C. Williams
4. General Motors Company: Kevin Keller

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

Item #13 – Bands of America

Mr. Kenworthy made a motion to allow the high school marching band to participate in a Bands of America-preliminary performance-on Thursday, November 11, 2010 in Indianapolis, Indiana. Mr. Maugans seconded the motion which passed 6-0.

Item #14 – Personnel

Mr. Maugans made a motion to approve the following personnel items:

- i. Maternity Leave:
 - a. Marsha Downing, on or about the end of semester 1, SY 2010-11.
- ii. Recommendations:
 - a. Janna Hyman, Special Education Aide, Western Middle School, effective Sept. 27, 2010
 - b. Amanda McKellar, Language Arts Teacher, Western Middle School, effective on doctors orders for maternity leave (Heather Yentes)
 - c. Bev Austin, homebound instruction
- iii. ECA:
 - a. John Marley, Little Hoosier Parent Sponsor, Western Intermediate School
 - b. Jessica Sheets, Swimming, Western Middle School
 - c. Nancy Phillips, Swimming, Western Middle School
 - d. Nancy Phillips, Girls Assistant Swimming, Western High School
 - e. Jessica Sheets, Girls Assistant Swimming, Western High School
 - f. Boys Basketball and Winter Supervision:

5th Grade

Head Coach – Stu Nicholson

Assistant Coach - Darrin O’Neal

6th Grade

Head Coach – Scott Gaskins

Asst. Coach – Mike Tuberty

7th Grade

Assistant Coach – Tom Henning

8th Grade

Assistant Coach – Justin Foust/split pay

Assistant Coach – Marc Slick/split pay

Winter Supervision

Dawn Anderson

Mr. Marley seconded the motion which passed 6-0.

Item #15 – Overnight Field Trips

Mr. Maugans made a motion to approve the following overnight field trips:

1. Indiana Vocal Jazz Festival, November 12-13, 2010
2. Student Council State Convention, November 12-14, 2010

Mr. Koloszar seconded the motion which passed 6-0.

Item #16 – NEOLA

The Board reviewed, for First Reading, the following new, revised, or replacement Board bylaws and/or policies from NEOLA: 0167.03, 2260.01, 3122.02, 3160, 3362, 3419.01, 3419.02, 3430.01, 4122.02, 4160, 4362, 4419.01, 4419.02, 4430.01, 5517, 8120, and 8510.

Mr. Kenworthy asked a clarifying question regarding 0167.03. Mr. Maugans observed that he was pleased that these changes are tightening up the bullying and harassment arenas.

Item #17 – Professional Improvement Requests

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

Professional Improvement Requests

October 2010

Kelly Tuberty – Grade 3 Reading Blueprint Review – IDOE – September 21, 2010

Pam Carter – Komputrol School Users Meeting – Wabash Honeywell Center – November 4, 2010

Carrie Mote – Komputrol School Users Meeting – Wabash Honeywell Center – November 4, 2010

Tina Jarrett – Komputrol School Users Meeting – Wabash Honeywell Center – November 4, 2010

Robin Auth – Inter-State Studio Yearbook Workshop – Sheridan Middle School – October 18, 2010

Dick Taylor – HECC Annual Conference – Indianapolis – November 18 &19, 2010

Bill Maki – HECC Annual Conference – Indianapolis – November 18&19, 2010

Emily Klingler – ISNA State Conference – Ft. Wayne – October 21-23, 2010

Emily Klingler – Rational Live Cooking Event – Indianapolis – October 12, 2010

Christy Frazier – Rational Live Cooking Event – Indianapolis – October 12, 2010

Lori Larimore – Rational Live Cooking Event – Indianapolis - October 12, 2010

Randy McCracken – CPI Training – Tipton – October 7, 2010

Steve Arthur – CPI Training – Tipton – October 7, 2010

Heather Hendrich – CPI Training – Tipton – October 7, 2010

Caden Cline – CPI Training – Maconaquah – October 6, 2010

Nicole Rodman – CPI Training – Maconaquah – October 6, 2010

Tucker Lewis – CPI Training – Tipton – October 7, 2010

Jenny Bray – CPI Training – Tipton – October 7, 2010

Randy McCracken – Indiana School Transformation Conference – Muncie – November 11, 2010

Mary Grinstead – CPI Training – Maconaquah – October 5, 2010

Teresa Sullivan – CPI Training – Tipton – September 28, 2010

Kristi Leap – CPI Training – Tipton – October 7, 2010

Donna Laughner – CPI Training – Tipton – October 7, 2010

Linda Fairchild – CPI Training – Maconaquah - October 6, 2010

Barb Barrett – CPI Training – Tipton – October 7, 2010

Carrie Worland – CPI Training – Tipton – October 7, 2010

Nancy Erb – CPI Training – Tipton – October 7, 2010

Dawn Reel – CPI Training – Tipton – October 7, 2010

Melissa Gillem – CPI Training – Tipton – October 7, 2010

Kathleen James – CPI Training – Tipton – October 7, 2010

Jet Sundheimer – AEAI State Conference – Fort Wayne – November 5-6, 2010

Patricia Waterman – Indiana Library Federation Conference – Indianapolis – November 16-17, 2010

Randy McCracken – ISBA Current Issues in Special Education – Indianapolis – November 19, 2010

Judy Suffield – Secondary Reading Strategy Assessment – Peru – October 14, 2010

Jill Newby – Secondary Reading Strategy Assessment – Peru – October 14, 2010

The motion passed 6-0.

Item #18 – Board Member Roundtable

Mr. Marley complemented the nursing staff on their communication efforts regarding the inoculation issue. Mr. Maugans asked why our nurses couldn't give the shots. Dr. O'Rourke indicated that they had done so in the spring.

Mr. Kenworthy commented on the recent consolidation report in the Tribune. Mr. Kenworthy initiated a conversation regarding the use of community service as a consequence for student misconduct.

Item #19 – Signing of Documents

The proper documents were signed.

Item #20 – Adjournment

The meeting was adjourned at 7:29 p.m.