

Western School Corporation

Russiaville, IN 46979

June 28, 2011

Minutes of the meeting of the Western Board of School Trustees held on Tuesday, June 28, 2011 at 6:00 p.m.

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

Members Absent: None

Others Present: Abby Rodgers, Randy McCracken, Taffy Cooke, Pam Carter, Dick Taylor, Ralph Carpenter, Janice Zell, Peter Adelson, Heather Hendrich, Wendi Campbell, Kelly Tuberty, Jill Newby, Jet Sundheimer, Kelly Warden, Toni Orr, Katie Sundheimer, Gail Stephens, Carrie Mote, Sheila Morrow, Tom Smith, JoElla Maugans, Beth Zentz, Emily Zentz, Dan and Jennifer Swise, Ray and Donna Shepherd, Kristy Fortune, Angie Love, Beth Love, Lori Meeks, JT Benziger, Vickie Shepherd, Julie Pownall, Lissa Stranahan, Rick Davis, Cherie Helmberger, Rhondalynn Rushing, Andrew Bowers, Beverly Austin, Brandon Shawhan, Keith Myers, Justin Markley, Emily Klingler, Kim O'Neal, Julie Newlin, Kim LaFollette, Mark Hudson, Kendra Metcalf, Ann Taylor, and Mindy Heady

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 6:00 p.m.

**Item #2 – Approval of the Agenda**

Mr. Marley made a motion to approve the agenda. Mr. Wells seconded the motion which passed 7-0.

**Item #3 – Approval of the Minutes**

Mr. Maugans moved and Mr. Davidson seconded to approve the minutes of the May 17, 2011 regular meeting and the May 27, 2011 special meeting. The motion passed 7-0.

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

Mr. Kenworthy asked that the public comments be addressed at each agenda item.

#### **Item #5 – Panther Pride**

1. Mr. Maugans presented to the Board, a Certificate of Appreciation from the Veterans for a Better Community, received by Western High School for its contribution to the annual pop tab drive.
2. Mr. Kenworthy commended Panther Tech for their recent invitation to the Indiana Robotics Invitational.
3. Mr. Kenworthy congratulated Cindy Lester and her pre-calculus students on their performance on the Purdue mathematics placement tests.
4. Students Emily Zentz and JT Benziger gave a presentation on the 8<sup>th</sup> grade trip to Washington D.C.

#### **Item #6 – Presentation by Kelly Tuberty and Wendi Campbell**

Mrs. Tuberty and Mrs. Campbell shared with the Board a summary of last year's accomplishments with the reading program, as well as a monthly timeline for the program.

#### **Item #7 – Reports**

1. Director of Finance: Mrs. Carter submitted the following report:

WESTERN SCHOOL CORPORATION  
 TREASURER'S REPORT  
 BOARD MEETING 06/28/11

Bank Balance

FFBT Checking Account Balance 05/01/11	\$3,644,092.25
Non-Revenue Receipts	268,492.98
MTD Revenue	2,824,364.72
Disbursements from Clearing Accounts	283,798.95
MTD Disbursements	<u>1,379,095.63</u>
Checking Account Balance 05/31/11	\$5,074,055.37

Total Depository Balance 05/31/11 \$5,074,055.37

Vendor Claims Submitted For Approval

#59131 - 59157 of 05/18/11 - 05/31/11	\$413,798.32
#59158 - 59036 of 06/01/11 - 06/28/11	<u>\$1,839,604.33</u>
TOTAL:	\$2,253,402.65

Payroll Claims Submitted for Approval

#22 of 05/13/11	\$461,416.72
#23 of 05/27/11	<u>\$449,950.88</u>
TOTAL:	\$911,367.60

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 Interest on Checking 01/01/11 to 05/31/11 \$6,313.00

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

2. Director of Transportation: Mrs. Cooke submitted the following report:



**Western School Corporation  
Taffy Cooke, Director of Transportation, Safety, and Security**

## **June 2011 School Board Meeting**

### **Security**

All of our tornado drill experience came in handy on Wednesday, May 25<sup>th</sup>. At approximately 2:30 (just at high school/middle school dismissal time) a tornado warning was issued for Howard County. We had notified all staff earlier in the day that we would hold all students at dismissal if we were under a warning of severe weather. Staff in all buildings jumped in and helped in any way they could – answering phones, supervising restless kids, etc. We had high school students calming primary students who were walking through the high school at the time of the warning. Teachers, administrators, and support staff were here well beyond their normal working hours to do anything that was needed to ensure that our students were safe in the buildings until we were sure our drivers could safely transport them home. The Safety Committee had a “Lessons Learned” meeting the following morning. One of the challenges was how to handle the parents who wanted to pick up their kids during the warning. Also, I realized that I needed a battery powered AM/FM radio to take with me when our staff went to our tornado-safe location.

### Transportation

- May is always a busy month for our office – we had 61 extracurricular trips going out in a three-week period – it certainly requires a village to keep all the time changes, bus changes, etc., straight and get everyone picked up where they are supposed to get picked up and dropped off where they are supposed to get dropped off. Janice does a great job at orchestrating and coordinating and I appreciate our drivers and their flexibility.
- Our new mechanic started May 23<sup>rd</sup> and has hit the ground running. We are really excited to have a mechanic again! Thankfully, bus inspection is behind us for this year (yea!!) so that takes a little pressure off of him – but he still has plenty of routine maintenance to do. Auto Tech helped us tremendously during our time without a mechanic; we also had help from the maintenance staff and a bus driver.
- Summer school transportation was relatively smooth with just a couple of minor issues. The more interesting one was having a bus in at the Legends of the Wildcat apartments when they decided to close off the road. She had nowhere to turn around and exit (it is a narrow road). The driver waited patiently for me to get up there and help her back up and do a turn around. (It's never boring in the transportation office...)

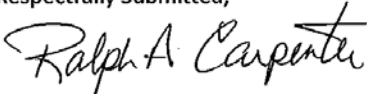
3. Director of Maintenance: Mr. Carpenter submitted the following report:

Director of Maintenance Report

June 2011

- Thank You
  - Opportunity to serve
  - Warm welcome
  - Outpouring of help and information
  
- Graduation
  - Paint and trim
  - Yard work and Mulch
  - Parking lot patch
  
- Primary and Intermediate
  - Pavilion complete
  
- Renovation
  - Unplanned issues
  - Time constraints
  
- Required inspections and certifications

Respectfully Submitted,



4. Director of Technology: Mr. Taylor submitted the following report:

# Technology Director Report

June 21, 2011

## **Skyward Training**

We have completed several Skyward training sessions in the last few weeks. The training is going well but we have a lot to learn and it is going to involve a lot of work to make the transition. Here is a summary of the recent training sessions:

<u>Date</u>	<u>Topic</u>	<u># Attendees</u>
May 18 & 19	Demographics	10
June 2	Health Records	4
June 6	Traditional Gradebook setup/config	10
June 7	Attendance	10
June 8	Fee Management	4
June 9	Current Year Scheduling	8
June 13	Textbook tracking	2
June 20	Standards Gradebook setup/config	2

We will be training a core group of teachers for the gradebook on August 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> and those teachers will be conducting peer training sessions the week before school starts.

## **Summer Projects**

- ❖ We have completed all of the needed setup for summer school including a cleanup of Study Island accounts and creating accounts for students that did not attend during the regular school year.
- ❖ Cherie and Tammy have been doing some significant cleaning and updates in the computer labs.
- ❖ We have started our list of employee adds/moves/changes and are working to make sure all accounts are ready for new employees and keeping the master phone list updated.
- ❖ July 12<sup>th</sup> is the target date for moving our digital phone circuit service from AT&T to the ENA fiber network.
- ❖ We are working on installation of 3 classroom projectors, 14 wireless access points, and some

additional video security cameras.

- ❖ We are also working with Mr. McCracken for the technology needs for the additional special education services.
- ❖ Most equipment purchases for our new Lead Teachers have been processed and include both iPad2 and Droid tablets.

### **State Reports**

I am working on completing the electronic filing of the state reports that are due in June or July including:

- ❖ Additional Student Information
- ❖ Course Completion
- ❖ Special Ed Evaluation
- ❖ Expulsion/Suspension
- ❖ Certified Positions
- ❖ Attendance
- ❖ Special Ed Transition
- ❖ Title I

Dick Taylor, Technology Director

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

Suspension and Expulsion Information for the 2010-2011 School Year (see attached).  
Trend data will be shared in July once reports are completed.

Title I Grant Application (agenda item – the grant application will be shared at the meeting)

	2008-2009	2009-2010	2010-2011	2011-2012
Western Primary	25.50 %	26.78 %	31.83%	33.21%
Western Intermediate	22.95 %	23.60 %	26.17%	31.40%
Western Middle School	20.99 %	22.43 %	25.78%	25.83%
Western High School	15.63 %	16.48 %	20.8%	19.93%
Totals	20.82 %	21.77 %	25.56%	26.95%
Grant Allocation	\$276,840.74	\$250,531.50	\$223,639.48	\$230,667.36



Summer School Staffing (agenda item)

Mathematics Textbook Adoption – Grades K – 5 (agenda item)

#### Primary/Intermediate HVAC Project

The Primary and Intermediate HVAC projects are fully underway. The Primary boilers are installed and the work has now moved into the halls and classrooms. The Intermediate boiler demolition is being delayed in order to plan for asbestos abatement of the boilers and piping in the mechanical room. Once we determine the most responsible contractor for the abatement, permits will be secured and the process can begin. This will not delay the work that is taking place in the halls and classrooms. The work in the Intermediate classrooms is more involved than that on the Primary with the installation of vertical classroom units for heating and cooling.

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

#### **Superintendent's Report**

**June 2011**

1. Here is a brief summary of laws approved by the Indiana legislature, which, I feel, will have a significant impact on school policy:
  - a. SB 575. Limits teacher's collective bargaining to wage and benefit issues; forbids bargaining on working conditions; certain other school policy decisions, such as curriculum and class-size decisions, must be discussed with teachers but not in the collective bargaining process.
  - b. SB 1. Requires school districts to develop new forms of teacher evaluation that includes measures of gains in student achievement. Educator's performance, not just their length of service, will be factored into decisions about salary increases.
  - c. HB 1002. Creates a new statewide entity that can sponsor charter schools. Sets new academic standards and regulations for such schools, and sets new requirements intended to ensure fair admission policies at charters.
  - d. HB 1003. Establishes a new voucher program that provides public funds for private school tuition to both low and middle income families. Creates a new tax deduction for private school tuition and home schooling; and expands that cap on a tax-credit program for organizations offering private school scholarships.
  - e. HB 1001. Allows high school students who graduate early to use \$4,000 in state aid to attend in-state public or private colleges.

2. Reminder: Board reorganization meeting on July 5, 2011 at 5:00 p.m.
3. Enrollment Projections, SY 11-12:  
 As of 5-31-11, I am projecting that WSC will lose 56 students from its SY 10-11 enrollment. Of these, 26 are either moving out of Howard County/Indiana.  
 Additionally our Kindergarten enrollment projection for SY 11-12 is 158 students, down 27 students from last year.  
 This gives us a possible reduction of 83 students for SY 11-12  
 We currently have 66 requests for new transfer students, leaving a possible net loss of 17 students. Since Kindergarten students only count ½ of an ADM, the projected dollar impact is calculated using 8 ½ students; therefore, 8.5 students x \$4,600 (ADM) = \$39,100; this number will be reduced by \$8,500 – Kindergarten grant dollars – with a projected possible net decrease of \$30,500 in ADM dollars for SY 11-12.  
 Again, these numbers are preliminary and will firm up as the summer goes on.

**Item #8 – Resolution to Transfer Appropriation**

Mr. Maugans made a motion to approve the Resolution to Transfer Appropriation as presented by Mrs. Carter. Mr. Davidson seconded the motion which passed 7-0.

**Item #9 – Title I Grant Application**

Mr. Marley moved that the Board approve the 2011-12 Title I Grant Application. Mr. Koloszar seconded the motion which passed 7-0.

**Item #10 – Textbook Adoption**

Mr. Maugans moved that the Board approve the mathematics books as presented by Mr. McCracken. Mrs. Singer seconded the motion which passed 7-0.

**Item #11 – Extension of Administrator/Director Contracts**

Mr. Kenworthy divided the list of contracts into two groups (administrators and directors) and Mrs. Singer made a motion to table the administrator contracts to the July 19, 2011 meeting and vote only on the director contracts. Mr. Kenworthy seconded the motion which passed 7-0.

The motion was then made by Mr. Davidson to not renew the contract of Mr. Rick Fields, Athletic Director. Mr. Wells seconded the motion which passed 6-1.

Mr. Davidson made a motion to approve the contracts of the following:

Dick Taylor	through	June 30, 2012
Pam Carter	through	June 30, 2012
Taffy Cooke	through	June 30, 2012
Ralph Carpenter	through	June 30, 2012

Emily Klingler	through	June 30, 2012
Brenda Strunk	through	June 30, 2012

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

#### **Item #12 – Compensation and Benefit Packages**

Mr. Davidson made a motion to approve the compensation and benefit packages as recommended by Dr. O'Rourke. Mr. Kenworthy seconded the motion which passed 7-0.

#### **Item #13 – Behavior and Discipline Plan**

Mrs. Stranahan presented to the Board the new Behavior and Discipline Plan. Board members asked several clarifying questions. Mrs. Singer moved to approve the plan. Mr. Koloszar seconded the motion which passed 7-0.

#### **Item #14 – Classroom Material and Textbook Fees**

Mr. Maugans moved that the Board approve the material and textbook fees for Western Intermediate and Primary Schools. Mr. Davidson seconded the motion which passed 7-0.

#### **Item #15 – Overnight Field Trips**

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

1. Eighth Grade Washington D.C. trip, May 11-15, 2012
2. FFA Officer Retreat, Trafalgar, IN, July 21-22, 2011

#### **Item #16 – Personnel**

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

1. Recommendations:
  - a. Brian Pogue – WHS Custodian
  - b. Jamie Walker- WMS Language Arts
  - c. Greer Pressgrove – WMS Math
  - d. Judith Dickey – WHS/WMS Choir
  - e. Andrew Bowers – WHS French
  - f. Jessica Austin – WHS Math and Physics

- g. Madison Briscoe – WIS 5<sup>th</sup> Grade
- h. Kay Lazar and Karen Malone – Homebound
- i. Abby Workman – Varsity Girls Soccer Assistant Coach
- j. Allison Turner – 7<sup>th</sup> Grade Cheer Coach
- k. Nathan Schmidt – Varsity Volleyball Assistant Coach

2. Resignations:

- a. Debbie Yeager - WPS Kitchen
- b. Wendy Chiles – WHS Math and Physics
- c. Melissa Campbell – WPS Mild Cognitive Disabilities
- d. Rita Engle – Freshman Orientation

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

Mr. Kenworthy moved that that Board approve the retirement of Dr. Peter O'Rourke as Superintendent. Mr. Kenworthy shared several accomplishments of Dr. O'Rourke's and thanked him for his service to Western Schools. Mr. Davidson seconded the motion, which passed 7-0.

Mrs. Singer then moved to appoint Mr. Randy McCracken as Superintendent of Western School Corporation effective July 1, 2011 on a three year contract at \$105,000 per year with insurance benefits as outlined in the teacher contract. Mr. Maugans seconded the motion which passed 7-0.

**Item #17 – Summer School Transportation**

Mr. Wells moved that the Board approve Larry Miller, Norma Etherington, Carol Smith, and Marcheta Davis as summer school bus drivers. Mr. Davidson seconded the motion which passed 7-0.

**Item #18 – Supervision Aide**

Mr. Davidson moved to continue the employment of Jeremy Pruett as WHS supervision aide. Mr. Marley seconded the motion which passed 7-0.

**Item #19 – Summer School/Jump Start Staffing**

Mr. Maugans made a motion to approve the following for summer school/jump start staff:

Primary - June 6 - 17 from 8 a.m. till 11:00 a.m.

- Bobbi Hillis - Teacher
- Patty Hoppes – Teacher
- Megan Dunn – Instructional Assistant

Intermediate – June 6 - 17 from 8 a.m. till 11:00 a.m.

- Randy Messner – English/Language Arts
- Janelle Quinn – Math

Special Education Grades K - 5 – June 6 - 17 from 8 a.m. till 11:00 a.m.

- Barb Barrett – Special Education Teacher
- Katie Sundheimer – Special Education Instructional Assistant

Middle School - June 6 - 17 from 8 a.m. till 11:00 a.m.

- Beverly Austin – Reading
- Chris Tuberty – Math
- Kay Lazar – English/Language Arts
- Sandi Maynard – Special Education Instructional Assistant

Middle School Music Instruction - Scheduled

- Keith Whitford – Summer Music Teacher
- Dan Heulton – Summer Music Instructional Assistant
- Josiah Rushing – Summer Music Instructional Assistant

High School June 6 - 17, 20 - 23, 27 - 30 from 7:30 till 11:40 a.m. (75 total hours)

- Carla Smith – English 9/10
- Fran Walker – English 11/12
- Marvin Boswell - Algebra IB
- Jamie Chapin – Algebra IB
- Joe Orr – Geometry IB

Applied Music/Band Camp - Scheduled

- Brian Caldwell – Applied Music
- Keith Whitford – Applied Music
- Dan Heulton – Applied Music Instructional Assistant

Life Skills

- Nicole Rodman – Life Skills Teacher (Current Employee)
- Gena Harshman – Life Skills Teacher (Current KASEC Employee)
- Emily Clark - Life Skills Teacher (Current KASEC Employee)
- Sherry Riley - Life Skills Teacher (Current KASEC Employee)
- Mitzi Rivers - Instructional Assistant (Current Employee)
- Jackie Riggs - Instructional Assistant (Current Employee)
- Dawn Reel - Instructional Assistant (Current Employee)
- Michelle Arvin - Instructional Assistant (Current KASEC Employee)
- Diane Mickle - Instructional Assistant (Current KASEC Employee)
- Brenda Strunk – Nurse (Current Employee)
- Kara Dukes – Nurse (Current Employee)

## **Jump Start**

Based on the above criteria, I would like to recommend the following teachers for our 2011 Jump Start Program. Jump Start will be from August 1-12 from 8 a.m. till 11:00 a.m. (10 days total). See attached spreadsheet for pay details.

### Primary

- Bobbi Hillis - Teacher
- Patty Hoppes - Teacher

### Intermediate

- Randy Messner – English/Language Arts/Reading
- Janelle Quinn – Math
- Melissa Burkhalter – English Language Arts/Writing

### Special Education Grades K-5

- Barb Barrett – Special Education Teacher
- Katie Sundheimer – Special Education Instructional Assistant

### Middle School

- Beverly Austin – Reading
- Chris Tuberty – Math
- Kay Lazar – English/Language Arts
- Sandi Maynard – Special Education Instructional Assistant

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

## **Item #20 – Acceptance of Transfer Students**

Mr. Davidson moved to approve the following transfer students:

Megan Goaziou-Eller - WIS

Isabelle Droll – WPS

Jonah Raab - WPS

Joseph Droll - WIS

Linnea Sundquist – WPS

Veronica Austin - WPS

Logan Nelson - WPS

Corbyn Sparling – WPS

Ethan Chapin - WPS

Lauren Brantley - WPS

Ashton Justice – WPS

Addison Becraft - WPS  
Taylor Lake - WPS  
Taylor Schmidt – WPS  
Adalynn Seal - WPS  
Ava Wenger – WPS  
Jett Engle – WPS  
Madison Mansfield - WPS  
Emma McKay – WPS  
Gage Engle – WPS  
Michael Gaines - WPS  
Abigail Winterhalter –WPS  
Courtney Leap – WPS  
Jacob Adkins - WIS  
Tate Heston – WPS  
Jackson McKillip – WPS  
Lacy Rathbun - WPS  
Sunil Christian – WMS  
Molly Ungerer – WPS  
Taylor Rathbun - WPS  
Anjali Christian – WPS  
Jada Sceggell – WPS  
Cameron Shane – WMS  
Benjamin Salomon – WPS  
Olivia Edgerton – WHS  
Desmond Balentine - WHS

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

**Item #21 – Buddy Bag Program**

Mr. Davidson made a motion to approve the expansion of the buddy bag program to include third grade students. Mrs. Singer seconded the motion which passed 7-0.

**Item #22 – Conflict of Interest**

Mr. Maugans moved to accept the conflict of interest form submitted by Tammy Johnson. Mr. Wells seconded the motion which passed 7-0.

**Item #23 – Professional Improvement Requests**

Mr. Davidson made a motion to approve the following professional improvement requests:

***Emily Klingler*** – School Nutrition Assoc. – July 9-13, 2011 – Nashville, KY

***Emily Klingler*** – Fox River Foods – July 26, 2011 – Carmel, IN

***Kim Deardorff*** – Fox River Foods – July 26, 2011 – Carmel, IN

***Bobbi Myers*** – Fox River Foods – July 26, 2011 - Carmel, IN

**Christy Frazier** – Fox River Foods – July 26, 2011 – Carmel, IN

**Lori Larimore** – Fox River Foods – July 26, 2011 – Carmel, IN

**Dick Taylor** – Skyward Meeting – July 14, 2011 – Columbus, IN

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

**Item #24 – Board Member Roundtable**

1. Mr. Wells and Mr. Maugans congratulated Mr. McCracken on being named Superintendent.
2. Mrs. Singer voiced her appreciation for the directors and all of their hard work.
3. Mr. Koloszar and Mr. Davidson complemented graduation, and wished Dr. O'Rourke the best in his retirement.
4. Mr. Kenworthy shared that once again, the Western Board of School Trustees has received exemplary achievement.
5. Mr. Marley congratulated Mr. McCracken and thanked Dr. O'Rourke for all of his work for Western School Corporation.

**Item #25 – Signing of Documents**

The proper documents were signed.

**Item #26 – Adjournment**

The meeting was adjourned at 7:13 p.m.