

Western School Corporation

Russiaville, IN 46979

May 21, 2013

Minutes of the regular meeting of the Western Board of School Trustees held on May 21, 2013.

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

Members Absent: None

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Craig Shearer, Suzie Reagle, Pam Carter, Patty Young, Vicki Hill, Alan Girton, Jen Rausch, Debbie Hunt, Sarah Connolly, Clair Lechner, Pam Givens, Jessica Givens, Karna Lechner, Deb Frey, Nate Schmidt, Becky Schmidt, Katie Sundheimer, Karen Foster, Christian, Denise and Eric Chauret, Matt Hines, Michaela Weber, Ann, Craig, and Conner Loveless, Michael Walthour, Lissa Stranahan, Rick Davis, Beverly Austin, Donna Laughner, Steve Arthur, Karen and Chris Keisling, Cheryl Helmberger, Pat Quillen, Cyndy Trent, Tim, Laurie and Kaylee Penning, Kailyn Hendershot, Becky Grandlienard, Ryan Berryman, Julie Pownall, Jet Sundheimer, and Jill Newby

Mr. Maugans led prayer, and Mrs. Singer led the Pledge of Allegiance prior to the official start of the meeting.

Item #1 – Opening of the Meeting

Mrs. Singer called the meeting to order at 6:00 p.m.

Item #2 – Approval of the Agenda

Mr. McCracken indicated that he had additions to agenda items #8, and #17. Mr. Maugans made a motion to approve the agenda as amended by Mr. McCracken. Mr. Koloszar seconded the motion which passed 7-0.

Item #3 – Approval of the Minutes

Mr. Kenworthy made a motion to approve the minutes from the April 16, 2013 meeting. Mrs. Shepherd seconded the motion which passed 7-0.

Item #4 – Opportunity for Public Comment

There were no comments from the public.

Item #5 – Panther Pride

Mr. McCracken shared the following with the Board:

1. Another successful year with WMS Academic Bowl. The following subjects placed:

– English 4th

Team members were: Trina Gill, Meghan Kataria, Lance Cory, Isabelle Origer

– Interdisciplinary 3rd

Team members were: Connor Loveless, Lance Cory, Taylor Walden, Thomas Gatewood, Eric Chauret

– Science 1st (State Champions)

Team members were: Eric Chauret, Connor Loveless, Carson Nuss

Mr. McCracken and the Board presented certificates to the WMS Science State Champions.

2. A letter from Wabash College praising Mr. Pogue for his teaching successes, in regards to a former student, Austin Dukes, performing well on the Honor Scholarship Exam that he took for Wabash College, and listed Mr. Pogue as his former Biology teacher.

Item #6 – Reports

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

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 05/21/13

Bank Balance

FFBT- Checking Account Balance 04/01/13	\$6,857,272.07
Non-Revenue Receipts	342,877.24
MTD Revenue	1,700,279.18
Disbursements from Clearing Accounts	367,893.90
MTD Disbursements	<u>1,664,418.08</u>
Checking Account Balance 04/30/13	\$6,868,116.51
 Total Depository Balance 04/30/13	 \$6,868,116.51

Vendor Claims Submitted For Approval

#63243 - 63264 of 04/17/13 - 04/30/13	\$429,613.80
#63265 - 63447 of 05/01/13 - 05/21/13	<u>\$712,981.30</u>
TOTAL:	\$1,142,595.10

Payroll Claims Submitted for Approval

# 20 of 04/12/13	\$510,501.70
# 21 of 04/26/13	<u>\$532,880.55</u>
TOTAL:	\$1,043,382.25

 Interest on Checking 01/01/13 to 04/30/13 \$3,661.94
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Mr. Wells made a motion to approve the Treasurer's report and claim docket. Mrs. Shepherd seconded the motion which passed 7-0.

2. **Director of Buildings, Grounds, Transportation and Safety:** Dr. Hendrich submitted the following report:

Items that I have been working on:

- Evaluating all bus drivers; riding routes and doing post-evaluation conferences

with them

- Working with principals to complete evaluations for head custodians
- Working with head custodians to complete evaluations for all building custodians
- Working with maintenance and custodial staff to develop summer schedules
- Setting up CPR/AED summer trainings to get all Fall/Winter coaches trained
- Met with other area Directors of Transportation on April 26, 2013
- Set up account with Public Surplus (online auction company) to auction off unused corporation items (Board approval required prior to items being auctioned)
- Earned Category 3B Pesticide Applicator Certification which will assist our maintenance staff with weed control on facility grounds
- Attended School Safety Conference on May 10, 2013
- Created new facility use request form to better assist outside users and our own employees
- Working to get things prepared for Summer School and Jump Start transportation
- Developed new expulsion procedures/time line for building principals to utilize

3. **Director of Technology:** Mr. Shearer submitted the following report:

Technology Board Update 5/14/2013

1. ISTEP testing was a difficult process dealing with the state online test vendor CTB. Once we got past the bad week of delays we finished May 17th. I want to commend the students, teachers and administrators during this difficult test situation. It was completely out of our control and they handled it very well.
2. ECA testing is ongoing through June 5th in HS and MS. no interruptions like we had with ISTEP
3. iPad update: Completed the order documents Ordered cases Sent the parent and student FAQ working on finalizing the Responsible use Policy (RUP) Working on the iPad configuration process which includes many details and different technologies including: inventory, unboxing, syncing Installing more wireless access points Installing more network switches adding additional internet
4. Continuing with the Migration from Novell to Microsoft.

5. Completed the email migration from Groupwise to Google for Education for email and online collaboration

6. Normal day to day repairs and fixes

4. **Director of Exceptional Learners and Testing:** Mrs. Reagle submitted the following report:

Special Education

Compliance continues in all areas

Request for ESY preschool services

Request for Homebound instructors

Request to enter into contract for Pre-school services with Bona Vista

Request to enter into contract for Pre-school/Head Start services with Kokomo Center Schools

Title I, II and III

No new action

Awaiting Title I allocation for 2013-2014 school year, should arrive late May

High Ability

Surveys to be made available to parents of High Ability students, High Ability students and teachers of High Ability students

Testing

No new action

Permission to submit After-School Child care Waiver

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

1. Summer School Update - Attached is a tentative budget for Summer School. In addition to our normal Summer School/Jump Start Program, we will again offer Life Skills Summer School/Jump Start. The Life Skills Summer School/Jump Start will be for Eastern, Maconaquah, Northwestern, Taylor, Tipton, Tri-Central and Western students.

We are in the process of finalizing the numbers for Summer School. The High School numbers will not be finalized until closer to the end of the semester. As in the past, I will bring staff recommendations to you in June for your approval once we have a final count of students attending. We need a minimum of 15 students in classes that qualify for reimbursement.

2. Requesting Waiver for After-School Child Care (agenda item)
Attached are the results from the After-School Child Care survey conducted and the request for a waiver. I am requesting your approval to allow me to submit the waiver application to the Department of Education.
3. Permission To Enter Into Contracts (agenda item)
 - Bona Vista/Positive Results for providing services to our preschool, special education students.
 - Kokomo Center School Corporation/Head Start Program for providing services to our preschool special education students.
4. Reading/Writing Textbook Adoption (agenda item) – For your review. Final Approval.
5. High School Graduation Rate – The state accepted our corrections to the 2012 graduation rate. The 2012 graduation rate is 93.5% with a 4year average of 94%.

Item #7 – Resolutions for Approval

Mr. Marley made a motion to approve the following resolutions:

- Resolution to enlarge participation in The Public Employees Retirement Fund
- Resolution to transfer \$350,000 from Corporation Rainy Day Fund Building Construction and Improvement to Corporation Lease Payment and Technology Content
- Resolution to Transfer \$1,000 from Maintenance of Equipment, \$2,200 from Purchase of Mobile and Fixed Equipment, and \$1,800 from Rental of Buildings and Equipment to Land Acquisition and Development

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

Item #8 – Apple Lease

Mr. Marley made a motion to approve the Post Issuance Compliance Procedures in regards to the Apple Lease. Mr. Maugans seconded the motion which passed 7-0.

Item #9 – Book Fee Recommendations:

Mr. Kenworthy made a motion to approve the book fees for all four schools for the 2013-14 school year. Mr. Wells seconded the motion which passed 7-0.

Item #10 – Child Care Waiver

Mr. Kenworthy made a motion to approve the After School Child Care Waiver. Mrs. Shepherd seconded the motion which passed 7-0.

Item #11 – Permission to Enter Into Contracts

Mr. Wells made a motion to approve the request to enter into contracts with Bona Vista and Kokomo Center Head Start. Mr. Marley seconded the motion which passed 7-0.

Item #12 – Textbook Adoption

Mr. Kenworthy made a motion to approve the reading and handwriting textbooks and materials as recommended by the textbook adoption committee and Mr. McCracken. Mr. Maugans seconded the motion which passed 7-0.

Item #13 – WHS Schedule

Mr. Maugans made a motion to approve the modified schedule for Western High School as recommended by Mr. Davis, WHS Principal. Mr. Marley seconded the motion which passed 7-0.

Item #14 – Transfer Students

Mr. Wells made a motion to approve the following transfer students:

Ashlyn Wright – Kindergarten

Bailee Payton - Kindergarten

William Rhum - Kindergarten

Leo Worland - Kindergarten

Kieli Fogg – 3rd Grade

Kendall DePoy – Kindergarten

Braydon Miller – Kindergarten

Eli Wenger – Kindergarten

Cal Berryman - Kindergarten

Grayson Powell – Kindergarten

Marlee McKibben - Kindergarten

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

Item #15 – Field Trip Requests

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

1. WHS Band and Choir to Walt Disney World, Florida, December 2013
2. WHS Spanish Class students to Costa Rica, SY 2013-14

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

Item #16 – Acceptance of Donations

Mr. Koloszar made a motion to approve the following donations:

1. Solidarity Community FCU, donation of office furniture
2. Mr. and Mrs. Keith Miller, donation of \$40.00 to Mrs. Tuberty's class

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

Item #17 – Personnel

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

1. Recommendations:
 - a. Kay Lazar – Title I Tutor for St. Joan
 - b. Karen Malone – Homebound
 - c. Nicole Rodman – Homebound
 - d. Tammy Norman and Susi Scheiman – Homebound
 - e. Summer School Drivers
 - i. Norma Etherington
 - ii. Carol Smith
 - iii. Cyndy Trent
 - iv. Marcheta Davis
 - v. Carol Smith
 - vi. Dan Macaluso

- f. Larry Wimmer – Rate of Pay
 - g. Mary Pruiett – KASEC
 - h. Michael Walthour – Network Administrator
 - i. Liz Soutar – Intermediate Technology Instructor
 - j. Nate Schmidt – Technology Integration Specialist
 - k. Melissa DeWeese – Technology Integration Specialist
 - l. Coaching
 - i. Jade King – Cheerleading
 - ii. Chris Keisling – Girls Varsity Basketball Head Coach
 - iii. Adam Morelock – Girls Varsity Basketball Assistant Coach
 - m. Camps
 - i. Mega Cheer
 - n. Kim Hunter – Howard County Library Board
2. Resignations:
- a. Ica Porter – KASEC
 - b. Brittney Birk – WPS
 - c. Melanie Courtney – KASEC
3. Extension of Leave:
- a. Denise Muehr
 - b. Athena Radford

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

Item #18 – Professional Improvement Requests

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

Wendi Campbell – Roundtable – Rensselaer – May 20, 2013

Wendi Campbell – Research to Practice – Indianapolis – May 2, 2013

Cheryl Harshman – Research to Practice – Indianapolis – May 2, 2013

Cheryl Harshman – School Law Seminar – Beech Grove – May 1, 2013

Cheryl Harshman – Modified RISE Training – Lafayette – June 17, 2013

Dawn Lytle – Transition Cadre – Indianapolis – June 12-13, 2013

Dawn Lytle – Indiana Benefits Information Network Liaison Training – Bloomington – April 30, May 1, May 28-29, 2013

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

Item #19 – Board Member Roundtable

Mr. Kenworthy appreciated the work done to correct our graduation rate, and shared that at the Young Author’s Night, Western was very well represented.

Mr. Koloszar talked about the tragedy in Oklahoma, sending thoughts and prayers to them.

Mrs. Singer shared how wonderful the Fine Arts Festival was, and what talent we have here at Western.

Mr. Maugans expressed how proud he was for the young men who won the State Championship in the Academic Bowl, and also echoed Mrs. Singer’s sentiments on the Fine Arts.

Mrs. Shepherd congratulated the kids for their work during “Give Back to the Community Day” held in Russiaville.

Item #20 –Signing of Documents

The proper documents were signed.

Item #21 – Adjournment

The meeting was adjourned at 6:40 p.m.