

Western School Corporation

Russiaville, IN 46979

June 18, 2013

Minutes of the regular meeting of the Western Board of School Trustees held on June 18, 2013.

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

Members Absent: None

Others Present: Randy McCracken, Abby Rodgers, Heather Hendrich, Pam Carter, Suzie Reagle, Craig Shearer, Natalie and Raygan Ballew, Michaela Weber, Carol Smith, Larry Wimmer, Josh Sigler, Cyndy Trent, Tammy Smith, Gail Stephens, Tom Smith, Jet Sundheimer, Katie Sundheimer, Jill Deis, Mary Kelley, Cathy Phifer, Jen Rausch, Karen Steele, Susan Torkelson, Ann Taylor, Alan Girton, Vicki Hill, Sandi Maynard, Missie Ritchie, Kim O'Neal, Debbie Hunt, Donna Laughner, Jeanann Boswell, Pat Quillen, Lissa Stranahan, Rick Davis, Deb Frey, Julie Pownall, Jill LaCaille, Linda Ricks, Emily Klingler, Jenny Bray, Matt Hines, Jim Clouse, Della Clouse, Joshua Larsh, Elizabeth Douglass, Jill Newby, Mary Grinstead, Ann Loveless, Janice and Ashley Zell, Brandon Shawhan, Cheryl Harshman, Kelly Tuberty, Marti Lushin, Lori Akers, and Kendra Metcalf

Mrs. Singer led prayer and 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 Item #18, Personnel. 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. McCracken indicated that he had one correction to the minutes of the May 21, 2013 regular meeting. The graduation rate in the Superintendent's report was incorrect, and should have been 93.5%. Mr. Maugans made a motion to approve the amended minutes from the May 21, 2013 regular meeting, and the minutes from the May 21, 2013 executive session. Mr. Marley seconded the motion which passed 7-0.

Item #4 – Opportunity for Public Comment

There were no comments from the public.

Item #5 –Panther Pride

1. WIS students Raygan Ballew, Clayton Kelley, and Matthew Edison, shared about the 4th grade trip to Space Camp.
2. WMS students Natalie Ballew and Austin Rathbun shared a slide show and information about the 8th grade trip to Washington DC
3. Rylie Stucker won the Class 1 American Legion Americanism Essay Contest. Class 1 is for students in grades 3 and 4. She will receive \$25.00 for her award.
4. The WMS Explorer Team had two students, Bailey Snow and Marlie Chaffee, who both earned top 10 spots in the Kokomo Tribune’s Local Hero Essay Contest.
5. WMS teacher, Peggy Obermeyer, was selected to participate in the 2013 ISTEP+/IMAST Science Cut Score setting process.
6. The WMS Choir was awarded both the ISSMA All Music Award for 2012-13 and the ISSMA “With Distinction” Award.

Item #6 – Reports

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

WESTERN SCHOOL CORPORATION
 TREASURER'S REPORT
 BOARD MEETING 06/18/13

Bank Balance

FFBT- Checking Account Balance 05/01/13	\$6,868,116.51
Non-Revenue Receipts	342,152.98
MTD Revenue	3,025,380.53
Disbursements from Clearing Accounts	341,676.83
MTD Disbursements	<u>1,842,852.81</u>
Checking Account Balance 05/31/13	\$8,051,120.38
 Total Depository Balance 05/31/13	 \$8,051,120.38

Vendor Claims Submitted For Approval

#63448 - 63471 of 05/22/13 - 05/31/13	\$396,327.77
#63472 - 63639 of 06/01/13 - 06/18/13	<u>\$2,265,796.21</u>
TOTAL:	\$2,662,123.98

Payroll Claims Submitted for Approval

# 22 of 05/10/13	\$535,289.77
# 23 of 05/24/13	<u>\$539,090.29</u>
TOTAL:	\$1,074,380.06

 Interest on Checking 01/01/13 to 05/31/13 \$4,587.47
 pc

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:

From the Office of Dr. Heather Hendrich, Director of Buildings, Grounds, Transportation and Safety

Items that I have been working on:

- Working with maintenance/custodial staff to get campus ready for High School graduation
- Monitoring summer school transportation
- Held meeting with Head Custodians and 9-month custodians on May 31, 2013 to create flexible work schedule (including weekend hours) beginning in the Fall
- Attended Pre-Service Bus Driver Education Training on June 5, 6, 7
- Working on bus routing changes for Fall 2013
- Developing new Transportation Handbook
- Working with principals to plan for capital project items that need to be completed over the summer
- Working with principals/assistant principals to develop new bullying policy

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

Technology Board Update 6/18/2013

1. iPad update:

Finalized the Responsible use Policy (RUP) to put in student handbooks

Staff helpers were able to get 2630 ipads unboxed, cases applied, and inventoried.

These 8 helpers were able to do all of this using only 31 hours a piece.

continuing : adding more wireless access points

continuing: adding more network switches

adding additional internet July 1

iPad student deployment initial discussion took place June 4th with Principals,

tech integrators,

2. Skyward rollover completed June 10th

Skyward will be updated to the newest version within the next couple of weeks.

finalizing the online registration process.

3. Michael Walthour our new Network Administrator started June 10th. he is currently working on: getting acquainted to Western, iPad configuration, wireless configuration, Mac Book configuration, etc.

4. 8 staff training sessions being put on by the Technology Integration Specialist these sessions cover basic iPad use and specific apps to iPads.

5. Everyday more details falling into place with the iPad deployment.

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

Special Education

Compliance continues in all areas

Completed all incoming preschool conferences prior to year's end

Working to complete requisitions to fulfill the Special Education Improvement Award

Title I, II and III

Met with Tami Hicks from WVEC

Received Title I application June 10

Working to complete Title I application

High Ability

Final Report due to IDOE by July 31

Testing

Summer IREAD dates established

IMAST scores available in INORS

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

1. Suspension and Expulsion Information for the 2012-2013 School Year (will be shared at the Board Meeting).
2. Title I Grant Application (agenda item)

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Western Primary	25.50 %	26.78 %	31.83%	33.21%	36.89%	37.43%
Western Intermediate	22.95 %	23.60 %	26.17%	31.40%	34.97%	33.28%
Western Middle School	20.99 %	22.43 %	25.78%	25.83%	29.45%	27.74%
Western High School	15.63 %	16.48 %	20.8%	19.93%	23.40%	25.55%
Totals	20.82 %	21.77 %	25.56%	26.95%	30.55%	30.35%
Grant Allocation	\$276,840.74	\$250,531.50	\$223,639.48	\$230,667.36	\$364,200.88	\$325,397.47

3. Summer School Staffing (agenda item)
4. Pension Debt Savings – Total savings is \$112,990.02 (see attached). We asked for the savings at the end to help compensate for the loss of the tax neutrality that we have had in the past. I would like to thank Pam for her work on this.
5. iPad Training

Apple provided training on June 5th and 6th for our principals, assistant principals, media personnel, Technology Integration Specialists, and our middle school technology teacher and intermediate technology instructor. The first day focused on IOS Creativity. This included iPhoto, iMovie, and GarageBand. Day two focused on IOS Productivity which includes: Keynote, Pages, and Numbers.

Two day training sessions for staff will take place on:

June 10th & 11th

June 12th & 13th

June 24th & 25th

June 26th & 27th

July 22nd & 23rd

July 24th & 25th

July 29th & 30th

July 31st & August 1st

At the present time, 121 certified staff members have signed up for training. Certified staff will receive \$20 per hour for the 12 hour training (6 hours per day). Certified staff who do not attend the summer training will receive the training during the school year but will not receive the stipend.

Mr. McCracken also shared a video of staff members getting the iPads ready for distribution.

Item #7 – Administrator/Director Contracts

Mr. McCracken recommended the following to the Board:

Name	Position	Salary	Days	Term	Medical and Dental Insurance	Mileage
Randy McCracken	Superintendent	\$110,500	260	June 30, 2016	Per Teacher Contract	\$1,600
Heather Hendrich	Director of Buildings, Grounds, Transportation and Safety	\$87,500	260	June 30, 2015	Per Teacher Contract	\$1,600
Rick Davis	High School Principal	\$86,475.32	220	June 30, 2015	Per Teacher Contract	\$550
Lissa	High School Assistant	\$69,800	210	June 30,	Per Teacher	\$300

Stranahan	Principal			2015	Contract	
Julie Pownall	Middle School Principal	\$77,205.32	220	June 30, 2015	Per Teacher Contract	\$350
Matthew Hines	Middle School Assistant Principal	\$65,500	200	June 30, 2015	Per Teacher Contract	\$300
Pat Quillen	Intermediate Principal	\$76,000	220	June 30, 2015	Per Teacher Contract	\$350
Steve Arthur	Primary Principal	\$82,648	220	June 30, 2015	Per Teacher Contract	\$350
Suzie Reagle	Director of Exceptional Learners	\$75,000	220	June 30, 2015	Per Teacher Contract	\$800
Cheryl Harshman	KASEC Director of Special Education	\$90,500	260	June 30, 2015	Per Teacher Contract	\$2,000
Wendi Campbell	KASEC Assistant Director of Special Education	\$65,000	205	June 30, 2015	Per Teacher Contract	\$2,000
Ryan Berryman	Athletic Director	\$67,450	210	June 30, 2014	Per Teacher Contract	\$700
Craig Shearer	Technology Director	\$68,000	260	June 30, 2014	Per Teacher Contract	\$350
Pam Carter	Director of Finance	\$58,790.32	260	June 30, 2014	Per Teacher Contract	\$400
Emily Klingler	Director of Food Service	\$46,435	220	June 30, 2014	Contribution froze at \$4,381.88 (or Per Teacher Contract, if greater for equal coverage)	\$400
Brenda Strunk	Director of Nursing	\$40,156	184	June 30, 2014	Per Teacher Contract	\$100

Mr. Marley made a motion to approve the Administrator/Director Contracts. Mr. Wells seconded the motion which passed 7-0.

Item #8 – Compensation/Benefit Packets

Mr. Maugans made a motion to approve the following compensation/benefit packets, as presented by Mr. McCracken:

1. Support Staff
2. Director
3. Administrator

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

Item #9 – Handbooks

Mr. Wells made a motion to approve the following handbooks, as presented by Mr. McCracken:

1. WPS Student Handbook
2. WIS Student Handbook
3. WMS Student Handbook
4. WHS Student Handbook
5. Transportation Handbook
6. WMS Teacher Handbook

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

Item #10 – Resolution for Approval

Mr. Marley made a motion to approve the transfer of \$600.00 from Maintenance of Equipment to Purchase of Mobile and Fixed, to purchase needed FACS lab equipment in the high school. Mrs. Shepherd seconded the motion which passed 7-0.

Item #11 – Title I Grant Application

Mr. Maugans made a motion to approve the Title I Grant Application for submission. Mr. Marley seconded the motion which passed 7-0.

Item #12 – Course Fee Adjustment

Mr. Marley made a motion to adjust the Spanish II and English course fees, as requested by Mr. Davis, WHS Principal. Mr. Kenworthy seconded the motion which passed 7-0.

Item #13 –New HS Course

Mr. Kenworthy made a motion to approve the recommendation from Mr. Davis to add Environmental Science, Advanced Placement as a class for 2013-14. Mrs. Shepherd seconded the motion which passed 7-0.

Item #14 – Transfer Students

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

Emma Watkins – Kindergarten

Hynlie Stover – Kindergarten

Chauncey Thompson – Kindergarten

Caleb Price – 8th Grade

Greyson Fogg – 1st Grade

Aaron Smith – 1st Grade

Chloe Fye – Kindergarten

Maya Christian – Kindergarten

Abigail Webster – 10th Grade

Hayden Bousum – Kindergarten

Hayleigh Bousum – 1st Grade

Joseph Douglass – 9th Grade

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

Item #15 – Field Trip Requests

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

1. Washington DC, May 9-13, 2014
2. Space Camp, May 16-18, 2014

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

Item #16 – Acceptance of Donations

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

1. Innovative Orthodontics – Donation of \$200.00 to the MS Explorer Team
2. Melissa Hite – Donation of Book to WSC
3. Gospel Light Mission Church - \$400.00 in memory of Adam Cooper

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

Item #17 – Facility Use Request Form

Mrs. Singer made a motion to approve the updated Facility Use Request form, as presented by Dr. Hendrich. Mrs. Shepherd seconded the motion which passed 7-0.

Item #18 – Personnel

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

1. Recommendations:

- a. Karen Sallee – WIS Secretary
- b. Karen Malone and Kay Lazar – Homebound
- c. Susan Workman – Mild Interventions Teacher
- d. Katy Lewis – WIS Art Teacher
- e. Andrew Bowers, Christy Frazier, Sarah Kritzman, Jerilyn George, Julie Carter, Christy Unger, Kim McHaney, and Suzi Morgan – iPad Help
- f. Summer School/Jump Start Staffing
 - i. Cindy Eveland
 - ii. Liz Douglass
 - iii. Carrie Worland
 - iv. Bobbi Hillis
 - v. Patty Hoppes
 - vi. Melissa Burkhalter
 - vii. Randy Messner
 - viii. Janelle Quinn
 - ix. Barb Barrett
 - x. Teresa Sullivan
 - xi. Beverly Austin
 - xii. Chris Tuberty
 - xiii. Kay Lazar
 - xiv. Sandi Maynard
 - xv. Keith Whitford
 - xvi. Dan Healton
 - xvii. Josiah Rushing
 - xviii. Dee Emmons

- xix. Joe Orr
- xx. Brian Caldwell
- xxi. Gena Harshman
- xxii. Emily Clark
- xxiii. Sherry Riley
- xxiv. Dawn Anderson
- xxv. Theresa Stout
- xxvi. Saradawn Johnson
- xxvii. Holly Steele
- xxviii. Brenda Strunk
- xxix. Angella Eikenberry
- xxx. Kara Dukes
- xxxi. Becky Schmidt
- xxxii. Kim McHaney
- xxxiii. Vicki Augustine
- xxxiv. Cathy Phifer

g. WIRED Course Facilitating Teachers

- i. Carla Smith
- ii. Josh Larsh
- iii. Sarah Kritzman
- iv. Nate Schmidt
- v. Marvin Boswell
- vi. Dawn Pemberton
- vii. Jennifer Swise
- viii. Jill Newby

- ix. Joni McCracken
 - x. Lissa Stranahan
 - h. 5/7th Choir Teacher Position
 - i. Georgia Everett – HS Biology Teacher
 - j. Daniel Newton – HS Biology/Chemistry Teacher
 - k. Josie Sillamapa – HS Physics/Chemistry Teacher
2. Resignations:
- a. John Michael Cipriano – Liaison Officer
 - b. Karen Sallee – WPS Primetime Aide
 - c. Justin Simos – WMS Social Studies Teacher
 - d. Amy Kretz – WHS Athletic Secretary
3. Coaching Resignations/Recommendations/D-1 Camp
- a. Overnight Trip
 - i. Varsity Boys Basketball team to D-1 Camp in Ft. Wayne, June 26-28, 2013
 - b. Resignations:
 - i. Adam Morelock – Boys Varsity Assistant Basketball
 - ii. Nathan Schmidt – 8th Grade Volleyball, 8th Grade Girls Basketball, and Boys Middle School Track
 - c. Recommendations:
 - i. Morgan Goode – Athletic Trainer
 - ii. Bart Miller – Varsity Boys Basketball
 - iii. Josh Larsh – JV Boys Basketball
 - iv. Kirby Booker – JV Girls Basketball
 - v. Brooke Lewis – 7th Grade Girls Basketball
 - vi. Cherie Helmberger – Girls Elementary Coordinator
 - vii. Debbie Wilson – Boys Elementary Coordinator

- viii. Chad Shepherd – Varsity Wrestling
- ix. Austin Shepherd – Varsity Assistant Wrestling
- x. Ray Shepherd – Middle School Wrestling
- xi. Brad Bennett – Boys and Girls Swimming
- xii. Bobbi Hillis – Boys Assistant Swimming and Middle School Swimming
- xiii. Emily Nicholson – Middle School Swim Assistant
- xiv. Marvin Boswell – Boys Track
- xv. Josh Larsh – Middle School Boys Track
- xvi. Jeff Hunt – Middle School Girls Track
- xvii. Brooke Gibson – Middle School Girls Track
- xxviii. Quentin Brown – Varsity Baseball
- xix. Steve Hoppes – Boys and Girls Varsity Golf
- xx. Brandon Shawhan – Boys Tennis
- xxi. Amy Messer – Girls Tennis
- xxii. Joni McCracken – Girls Cross Country
- xxiii. Lynn Guinn – Middle School Cross Country
- xxiv. Nate Andrews – Varsity Football
- xxv. Marvin Boswell – Varsity Assistant Football
- xxvi. Nicole Rodman – Varsity Volleyball
- xxvii. Brooke Lewis – JV Volleyball
- xxviii. Kirby Booker – Freshman Volleyball
- xxix. Brooke Gibson – 7th Grade Volleyball
- xxx. Jenny Zirkle – Gymnastics
- xxxi. Mike Roe – Boys Soccer
- xxxii. Matt Nuss – Boys Soccer Assistant

- xxxiii. Nicole Jackson – Girls Soccer
 - xxxiv. Abby Workman – Girls Soccer Assistant
 - xxxv. Gary Jewell – Boys Cross Country
 - xxxvi. Kay Lazar – Middle School Tennis
 - xxxvii. Della Clouse – 7th and 8th Grade Cheerleading
 - xxxviii. Amy Messer – Varsity Assistant/JV Cheerleading
- d. Retirement:
- i. Pat Berry – WMS Social Studies Teacher
- e. Restructuring of KASEC secretarial staff
- f. Request for Transfer:
- i. Ryan Berryman
 - ii. Brandon Shawhan

Mr. Wells seconded the motion which passed 6-0-1, with Mrs. Shepherd abstaining from voting.

Item #19 – Professional Improvement Requests

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

Professional Improvement Request

June 2013

Amy Auzins – IIEP Training – Indianapolis – August 2, 2013

Cheryl Harshman – CASE Fall National Conference – Indianapolis – September 26-28, 2013

Wendi Campbell – CASE fall National Conference – Indianapolis – September 26-28, 2013

Emily Klingler – Rational Oven Demonstration – Indianapolis – May 15, 2013

Emily Klingler – ISNA Spring Training – Plainfield – May 3, 2013

Tammy Johnson – UNITE User Meeting – Avon – May 17, 2013

Cheryl Harshman – ICASE Executive Meeting – Indianapolis – June 20, 2013

Cheryl Harshman – CASE Leadership National Conference and Seminar – Washington DC – July 15-18, 2013

Emily Klingler – IN DOE New Breakfast Meal Pattern Workshop – Noblesville – June 12, 2013

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

Item #20 – Board Member Roundtable

Mrs. Shepherd shared how much she enjoyed graduation, and that it was very nice and very well organized.

Mr. Marley commented on a recent event held at Northwestern, and how fantastic it was.

Mr. Koloszar shared the same sentiment as Mrs. Shepherd regarding graduation, and said that the band and choir were very good.

Mr. Kenworthy stated that sometimes the Board has to make tough decisions, and that they are not decisions that are taken lightly, and that the Board has compassion for those affected by the change in hours.

Mr. Wells echoed the comments made by both Mr. Kenworthy and Mr. Koloszar.

Item #21 – Signing of Documents

The proper documents were signed.

Item #22 – Adjournment

The meeting was adjourned at 6:59 p.m.